



Anderson County Schools
Code of Student Conduct
2009-2010
and
Parent/Student
Information

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Dear Students and Parents,

Welcome to a new school year, and to a school system of choice. It is a new day for us to work together to prepare our students to SOAR in a global society.

For student success – both in school and at the next level – one must establish acceptable behaviors that enhance student performance. Therefore, we are providing you a Code of Conduct that will help you understand the expectations and standards set by the Anderson County Board of Education, as well as the consequences if students fall short.

We hope students will start this school year wanting to achieve and excel. To meet that challenge, we must work together to ensure that students exhibit good behavior and follow the rules. Our system encourages a team approach to help bring this about so that students will be in an environment that is safe and conducive to quality learning.

Good behavioral habits transfer easily to the next level, whether it is the next grade, college, or work. It just makes good sense that good behavior is important for student success.

Please do your part by being aware of this document and promoting acceptable behavior.

Sincerely,

A handwritten signature in cursive script that reads "Larry M. Foster".

Larry M. Foster, Director
Anderson County Schools

NOTICE OF NONDISCRIMINATION

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with Anderson County Schools are hereby notified that this system does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission or access to, in treatment of, or employment in its programs and activities. Any person having inquiries concerning Anderson County Schools' compliance with regulations implementing nondiscrimination policies, specifically **Title VI, Title IX, the Americans with Disabilities Act (ADA), and Section 504**, is directed to contact Anderson County Schools to coordinate the system's efforts to comply with the regulations implementing **Title VI, Title IX, the ADA, and Section 504**.

2009-2010 PERMISSION/ACKNOWLEDGEMENT FORM

For (please PRINT student's full legal name): _____

Grade: _____

Please **review** the material on this page and in this booklet, **complete the acknowledgement** at the bottom of the page, and **return it to your child's teacher** within fourteen (14) days of the receipt of this booklet.

RELEASE OF DIRECTORY INFORMATION

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that, with certain exceptions, Anderson County Schools (ACS) obtain your written consent prior to disclosing personally identifiable information from your child's education records. However, the law allows ACS to disclose appropriately designated "directory information," which is information that is generally not considered harmful or an invasion of privacy if released, without prior written consent.

ACS has designated directory information as the student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major course of study; dates of attendance; grade level; participation in officially recognized activities and sports; weight and height of members of athletic teams; diplomas, honors and awards received; and the Anderson County school(s) attended.

If you do not want ACS to disclose directory information from your child's education records without your prior written consent, you must notify your child's principal in writing within fourteen (14) days of receiving this notice.

In addition, pursuant to Section 9528 of the Elementary and Secondary Education Act (ESEA) (20 U. S. C. Section 7908), if you do not want your child's name, address and phone number released to military recruiters, you should contact the school counselor for an Opt Out form.

WEBSITE DISPLAY

ACS showcases information about our schools by posting pictures and audio and video recordings of students on the ACS website (www.acs.ac). The district does not identify a student by listing his/her full name in the posting.

If you do not want ACS to allow your child to appear in material posted on the school system's website without your prior written consent, you must notify your child's principal in writing within fourteen (14) days of receiving this notice.

MEDIA ACCESS

ACS may seek opportunities for or provide material for news media about our schools. Any access to students on campus for this purpose is monitored by ACS staff.

If you do not want ACS to allow your child to appear in still and motion pictures for publication/broadcast by the news media or to speak with the news media as is deemed appropriate by representatives of ACS without your prior written consent, you must notify your child's principal in writing within fourteen (14) days of receiving this notice.

COMPREHENSIVE HEALTH SCREENING

Each year the State of Tennessee Department of Education requires local school systems to screen students in certain grades, transfer students, students receiving Special Education services, and students suspected of having problems with school work.

The screening process helps to identify problems of hearing, vision, and/or speech and language that may affect a student's performance in the classroom. The school system also provides other health assessments at specific grade levels as needed during the school year.

The screening will be conducted for vision; hearing; blood pressure; and height and weight in kindergarten, in second, fourth, sixth, and eighth grades, and in wellness classes. If a problem is suspected from the initial screening, you will be notified of the results and recommendations for follow-up.

If you do not want your child to participate in comprehensive health screenings, you must notify your child's principal in writing within fourteen (14) days of receiving this notice.

These screenings do not qualify as an examination and parents are encouraged to ensure that each child has an annual medical checkup and a bi-annual dental checkup.

ACKNOWLEDGMENT

I have received and read the information above about the release of directory data, media access, website posting, and comprehensive health screening. I have received and reviewed the Code of Student Conduct, including the Anderson County Schools' Discipline Policy, Give It Up Policy, Dress Code Guidelines, and Acceptable Use Policy regarding computer use.

My child and I have discussed and understand the contents of this document, and we agree that he/she will abide by these rules.

Furthermore, if I have any questions concerning this information, I understand that I may contact my child's principal within five (5) school days from the date I received this booklet.

STUDENT SIGNATURE

PARENT/GUARDIAN SIGNATURE

DATE

HOMEROOM TEACHER/ADVISOR SIGNATURE

DATE

In the event this form is not completed and returned, Anderson County Schools will assume that neither a parent of a student nor eligible student objects to the release of any information, media contact, website posting, or comprehensive health screening, and that the parent and student acknowledge receipt of this handbook and the information provided.

**Please review and sign the form on the reverse side of this page
and return it to your child's teacher within fourteen (14) days
of the receipt of this booklet.**

THANK YOU.

**In the event the form on the reverse side of this page is not completed and returned,
Anderson County Schools will assume that neither a parent of a student nor eligible student
objects to the release of any information, media contact, website posting, or comprehensive
health screening, and that the parent and student acknowledge receipt of this handbook
and the information provided.**

Table of Contents

<p>CODE OF STUDENT CONDUCT2</p> <p>Introduction.....2</p> <p>Discipline for Students with Disabilities2</p> <p>Student Rights and Responsibilities.....2</p> <p>Dress Code Guidelines3</p> <p>Acceptable Use Policy for Technology/Internet Terms and Conditions4</p> <p>Attendance (TCA 49-6-3007, Et Seq.).....5</p> <p> General Information5</p> <p> Excused Absences5</p> <p> Tardiness6</p> <p> Unexcused Tardiness, Including Late Check-Ins and Early Check Outs6</p> <p> Unexcused/Unlawful Absences6</p> <p> Excessive Medical Absences.....6</p> <p> 18-Year-Old Students6</p> <p> Truancy6</p> <p> Cutting Class.....7</p> <p> Leaving School Premises7</p> <p> Trespassing on School Grounds While on Suspension/Expulsion.....7</p> <p> Driver’s License Revocation7</p> <p> Due Process7</p> <p> Court-Ordered Attendance.....7</p> <p>Immoral, Disreputable, or Disruptive Conduct.....8</p> <p> Profanity or Vulgarity.....8</p> <p> Racial Slurs.....8</p> <p> Gambling/Games of Chance for Money or Property8</p> <p> Rude and Improper Behavior and Intimate Displays of Affection8</p> <p>Violence, Threatened Violence, Hazing, Discrimination/Harassment, Bullying/Intimidation.....8</p> <p> Violence, Threatened Violence, Hazing.....8</p>	<p> Discrimination/Harassment..... 8</p> <p> Sexual Harassment 8</p> <p> Bullying/Intimidation..... 8</p> <p> Fighting among Students 9</p> <p> Willful Damage or Loss of Property..... 10</p> <p> Damaging School Property..... 10</p> <p> Bomb Threat..... 10</p> <p> Arson 10</p> <p> Tampering with/Setting off Fire Alarms..... 10</p> <p> Vandalism..... 10</p> <p> Drinking/Possession of Alcoholic Beverages 10</p> <p> Possession/Use of Drugs 10</p> <p> Theft, Extortion..... 11</p> <p> Theft (TCA 39-14-101, Et Seq)..... 11</p> <p> Possession of Stolen Property..... 11</p> <p> Extortion 11</p> <p> Breaking and Entering/Burglary 11</p> <p> Motor Vehicle Theft..... 11</p> <p> Possession/Use of Tobacco..... 11</p> <p> Possession/Use of Firearms 12</p> <p> Possession/Use of Other Dangerous Weapons..... 12</p> <p> Transportation..... 12</p> <p> Insubordination 13</p> <p> Privately-Owned Vehicles 13</p> <p> Electronic Devices (Including Cell Phones and Laptops)..... 14</p> <p> Personal Communication Devices..... 14</p> <p> Other Electronic Devices 14</p> <p> Notice of Video Surveillance 14</p> <p> Definitions and Explanations..... 15</p> <p> Learn Center Program 16</p>
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Table of Contents is continued on next page

Appendix I: Zero-Tolerance Policy	16	PARENT/STUDENT INFORMATION	22
Appendix II: Corporal Punishment.....	17	Residence Requirements Policy	22
Appendix III: Due Process.....	18	Guardianship/Custodian Requirements	22
Appendix IV: Medication Policy	18	Immunization.....	22
Appendix V: Sexual Harassment of Students.....	20	Driver's License Law.....	23
Assurance of Legal Counsel	20	Transfer Option for Students Victimized By Violent Crime at School.....	24
Anderson County Board of Education	21	No Child Left Behind (NCLB) Parent Information.....	24
Code of Student Conduct Steering Committee	21	Family Educational Rights and Privacy Act (FERPA)	25
		Anderson County Schools Mission, Vision, and Beliefs	inside back cover
		Directory of Anderson County Schools	back cover

CODE OF STUDENT CONDUCT

INTRODUCTION

The primary factor affecting student educational achievement in any school is the school's learning environment. Therefore, this Code of Student Conduct has been developed to ensure that students enrolled in the Anderson County school system may be fully assured of a proper and wholesome learning environment.

To diminish the possibility of prejudice and to develop a comprehensive set of rules, the Director of Schools called upon all segments of the Anderson County community, including parents, administrators, teachers, and students for assistance in developing this Code of Student Conduct.

A copy of the Code of Student Conduct for Anderson County Schools (ACS) will be made available to students and their parents or legal guardians at the beginning of each school year. ***Parents are expected to review and discuss the information with their child, to sign a form acknowledging this, and to return the signed form to their child's school.***

An orientation session will be provided for students at the beginning of each school year to acquaint them with the Code of Student Conduct. This session may be presented by classroom teachers or other certified personnel and will follow a planned outline to ensure proper distribution to all students.

DISCIPLINE FOR STUDENTS WITH DISABILITIES

The Code of Student Conduct will be implemented in compliance with the requirements of applicable Federal and State statutes and accompanying regulations governing the appropriate discipline of students suspected of or identified as having a disability. Due process requirements for such students shall be in accordance with Section 615(j)(k)[IDEA,

1997]. A copy is available upon request from the Office of the Director of Special Education, Suite 506, 101 S. Main Street, Clinton, TN 37716, or by phone request to the office at 463-2800, ext. 2814. The provisions of Appendix III (Due Process) are modified accordingly for the discipline of students suspected of or identified as having a disability.

STUDENT RIGHTS AND RESPONSIBILITIES

Every student has the right to:

- A system of public education that meets the needs of the individual student by providing a free and appropriate public education.
- A reasonable and timely notice of all rules, regulations, policies, and penalties to which they may be subject.
- Due process.
- Protection of person and property to the fullest extent possible by the school. Video surveillance may be in use in Anderson County school buildings.
- Freedom of expression, both written and spoken, of personal opinions, so long as it does not interfere with or disrupt the educational process. The use of obscenities or personal attacks is prohibited. Written expressions must be signed by the authors. Libelous; obscene; and racially, ethnically, and religiously demeaning types of materials and personal attacks are prohibited.
- Participate in school activities without being subject to discrimination.
- Consult with teachers, counselors, administrators, and other school personnel.
- Suggest rules or changes in rules.

- Respect from other students and school personnel.
- Be free of abuse and the threat of abuse.

Every student has a responsibility to:

- Take advantage of every opportunity to further his/her education.
- Adhere to any and all rules and regulations established by the Anderson County Board of Education and/or the school administration.
- Exercise courtesy and reason at all times.
- Accept just consequences.
- Refrain from making false accusations for any reason, including those that are petty or vicious.
- Be accountable for his/her own behavior.
- Show consideration for the rights and property of others.
- Refrain from behaving in any manner that infringes on the rights of others.
- Make suggestions in a positive, reasonable manner.
- Maintain regular attendance and punctuality.
- Display neatness, cleanliness, and appropriateness of personal dress and hygiene.

DRESS CODE GUIDELINES

The Anderson County Board of Education encourages students to take pride in personal appearance when attending school. Apparel or appearance that tends to draw attention to an individual rather than to a learning situation must be avoided. In matters of opinion, the judgment of the principal or his/her designee shall prevail. The following guidelines will be observed:

1. Shirts and blouses must completely cover abdomen, back, shoulders, and chest.
2. Clothing, accessories such as backpacks, patches, jewelry, and notebooks, must not display:
 - racial or ethnic slurs/symbols
 - gang affiliations
 - vulgar, subversive, or sexually suggestive language or imagesnor should they promote products that students may not legally buy, such as alcohol, tobacco, and illegal drugs.
3. Prohibited items include:
 - large, long and/or heavy chains
 - studded or chained accessories
 - trench coats
 - sunglasses, except for health purposes
 - sleepwear
 - skin-tight outer materials such as spandex.
 - No body-piercing jewelry/accessories are allowed except to the ears.
4. All clothing must be of modest length and fit. Neither form-fitting nor baggy clothing will be permitted. The

waistband of pants/shorts must be worn around the waist.

5. Pants in good condition. No holes.
6. Hats, caps, head apparel may not be worn on campus.*
7. Shoes must be worn at all times; rubber flip-flops and shower shoes are prohibited.
8. Students enrolled in vocational/technical programs will be required to dress according to appropriate safety guidelines.
9. Students who are on Individual Behavior Contracts or who are enrolled in an alternative placement are subject to a more restrictive dress code.

Parents are strongly urged to pay particular attention to the cleanliness, modesty, and appropriateness of their child's attire. Further rules and regulations concerning dress may be specified by the principal for school or school activities.

The principal will make the final determination as to whether a student's dress or appearance is acceptable.

This determination will be based on the philosophy and rationale of the dress code. Any principal or school staff member who wishes to alter or amend the dress policy must have board approval.

*The principal has the authority to allow items for special occasions or special circumstances.

If a student arrives at school dressed inappropriately, he/she will be given the opportunity to contact parents or guardians to deliver appropriate clothing. If parents cannot bring appropriate clothing, the student will be sent to in-school suspension for the school day.

CONSEQUENCES FOR DRESS CODE VIOLATIONS

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences.

ACCEPTABLE USE POLICY FOR TECHNOLOGY/INTERNET TERMS AND CONDITIONS

ACS has access to computers, networks, and the Internet. This technology is the most effective way we have found for introducing students to the global nature of information. It allows users to find, synthesize and share information in a variety of unique ways.

The Internet has evolved because groups of individuals have chosen to network their computers to share information. A small minority have made objectionable materials available over the Internet. ACS will take every precaution to restrict access to this information. However, an industrious user may discover information not acceptable for school use.

We firmly believe that the valuable information and interaction available on the Internet far outweigh the possibility that users may obtain unsuitable material. Disciplinary action will be taken against users found sending or acquiring objectionable material over the Internet or developing objectionable material on school equipment.

ACS makes every attempt to comply with the Children's Internet Protection Act by filtering Internet content.

Please remember the following rules when using technology in the Anderson County School system:

- While at school, electronic media of any type stored on any data storage device, both personally owned or school owned (example: memory cards, pin drives, jump drives, cell phones, etc.) must be for educational use only and remain totally free of inappropriate language, content, and/or illegal activities.
- Never write or share your password.
- Never tamper with technology equipment that does not belong to you.
- All Network communication must be polite, kind, and free from inappropriate language.
- Electronic mail is not guaranteed to be private.
- Students are allowed to read ONLY ACS-sponsored e-mail on Anderson County equipment.

- Personal work and electronic mail shall be deleted regularly. File server space is limited.
- Personal addresses, phone numbers, and financial information shall not be included in network communication.
- No attempt to tamper with other people's data or to gain unauthorized access to accounts or files on the networks, including the Internet, is permitted.
- Using a false identity while using technology is strictly forbidden.
- If you are unsure about any use of the networks or Internet, ask the system administrator.
- ACS does not condone and specifically forbids the unauthorized duplication of software.
- All users will abide by copyright law, including the downloading of copyrighted material.

As is described at the front of this booklet, all users acknowledge that they understand that computer, network and Internet use at ACS is a privilege and not a right, and that their use of this privilege may be revoked at any time for any reason.

As a condition of use of the computers, networks, and Internet, users agree that they will abide by the above Terms and Conditions for Technology/Internet Use at ACS and by any future terms or conditions that may be developed. Signing the acknowledgement indicates that users understand disciplinary action will be taken if they are found abusing computers, the network, or Internet privileges.

According to U. S. copyright law, unauthorized reproduction of software is a Federal offense. Offenders can be subject to civil damages of as much as \$100,000 per title copied; criminal penalties, including fines up to \$250,000 per work copied; and imprisonment up to five (5) years per title copied.

CONSEQUENCES FOR TECHNOLOGY/ INTERNET VIOLATIONS

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences.

ATTENDANCE

(TCA 49-6-3007, et seq.)

General Information

Good school attendance is an essential component to a quality education. When children miss class or are late, it disrupts classroom instruction. These disruptions reduce instruction time, which leads to lower academic performance.

Attendance is a key factor in student achievement, and students are expected to be present each day school is in session.

The attendance supervisor shall oversee the entire attendance program, which shall include:

- All accounting and reporting procedures and their dissemination;
- Ensuring that all school age children attend school;
- Upon request, providing documentation of enrollment status for students applying for new or reinstatement of driver's permit or license;
- Notifying the Department of Safety whenever a student with a driver's permit or license withdraws from school.

The principal shall be responsible for ensuring that:

- Attendance is checked and reported daily for each class;
- Daily absentee sheets contain sign-in/sign-out sheets and indicate students present or absent for the majority of the day;
- All student absences are verified;
- Written excuses are submitted for absences and tardiness;
- System-wide procedures for accounting and reporting are followed.

All absences must be verified in writing by the parent or guardian within three (3) days of the absence. After a student has accumulated six (6) absences, a doctor's note is required for absences due to illness or injury.

Make-up work for excused or *unlawful* absences (refer to *Definitions and Explanations*, page 15) must be requested by the student or parent no later than three (3) days after the student returns to school. Out-of-school suspensions are unexcused days but are not considered *unlawful*. Make-up work is not given or accepted for days a student is suspended out-of-school.

Per TCA 49-6-3007, after a child has five (5) *unlawful* absences, his/her parent(s)/guardian(s) will receive a notice stating that the child's attendance at school is required. Further, any child who has five (5) or more unlawful absences can be referred to the Juvenile Court and the child's parent(s)/guardian(s) shall be referred to law enforcement. Before a Special Education student is referred to Juvenile Court, a determination must be made that the child's absences are not a manifestation of his/her handicapping condition.

One exception exists to the above rule: A child who has already been before the Juvenile Court judge for reasons that may include but are not limited to truancy; and who has, as a result, a Valid Court Order (VCO) for school attendance that prohibits any further unlawful absences, may have a petition filed for violation of the VCO for only one unlawful absence.

Excused absences

Absences from school will be excused only for the following reasons:

1. Personal Illness, under the following circumstances:
 - a. If school staff notifies parent that student is too ill to remain in school.
 - b. If a doctor's note is submitted, stating the absence is medically necessary (note is subject to verification).
 - c. If a parent note is submitted, but only for up to six (6) days, whether consecutive or not.
 - d. After a child has been absent a total of six (6) days, whether or not they are consecutive, any illness-related absence will be excused only with a doctor's note stating that the absence is medically necessary (note is subject to verification).

NOTE: All parent and doctor notes must be turned into the school within three (3) school days of the child's return to school.

2. Death in the family.
3. Religious observations.
4. Extreme weather conditions.
5. Court appearances or legal mandates.
6. Verifiable family emergency.
7. School-sponsored events.
8. Student situation approved in advance by principal. The following factors should be considered:
 - a. The absence must be prearranged.
 - b. The child must have a C average or higher.
 - c. The absence must not have an adverse affect on the child's academic standing.
 - d. The child must have a good attendance history.
 - e. The child must have a good behavior record.

Any absence that does not fit the criteria listed above will be considered unexcused/unlawful (see following sections).

The criteria listed above also will apply to late check-ins and early check outs.

Tardiness

Attendance records define any time out of a school day as a tardy.

Students are expected to be at school on time and to remain there until classes end in the afternoon.

Persistent tardiness can be treated the same as truancy. Six tardies per year are excusable by a parent note or by a parent signing the sign-in/sign-out sheet, including late arrival, early checkout, or combination thereof.

In grades nine through twelve, three (3) unexcused tardies per class will equal one unexcused absence. Students are expected to be in class on time. Students who miss fifteen (15) or more minutes of any class will be considered absent.

Unexcused Tardiness, Including Late Check-ins and Early Check Outs

All students are expected to be on time for classes and other appointments and to be present for the entire period. A student who is late to any class and/or checks out early from any class three (3) times for an unexcused reason shall be assessed one unexcused absence. After six (6) tardies, a late check-in or early check-out can be excused only by medical excuse, legal excuse, or at the principal's discretion.

Unexcused/Unlawful Absences

Suspension from school will be considered *unexcused*. Students who are suspended from school will not be allowed to make up work covered on the day of suspension.

All absences for which no written verification is received within three (3) days from the parent or guardian will be considered *unlawful* (Refer to Definitions and Explanations, page 15).

Make-up work for unlawful absences must be requested by the student or parent no later than three (3) days after returning to school.

Excessive Medical Absences

If a student has fifteen (15) or more excused absences a semester or twenty (20) or more during the school year, an attendance committee will meet with the parent to determine whether extenuating circumstances exist. The parent will be asked to sign health releases for communication with the doctors and school nurses about the medical conditions as they relate to school attendance. This committee will be made up of the principal, teacher, nurse, and counselor. Along with the parent and input from the doctors, a plan will be developed to address academic concerns.

18-Year-Old Students

In the semester that a student turns 18, if the student has five (5) UNEXCUSED days (unlawful, suspended or days incurred by tardies) he/she will be required to sign an adult contract. The adult contract will require a verified doctor's note to excuse absences and to make up work. Not abiding by the contract in any area (academic, behavior, or attendance) will forfeit the student's enrollment at the high school and result in a transfer to the Adult GED program.

Truancy

Students who are habitually and unlawfully absent from school shall be reported to appropriate authorities in accordance with Title 49, Chapter 6, Part 30 of Tennessee Code Annotated.

CONSEQUENCES FOR TARDINESS/TRUANCY

The consequences for TARDINESS or TRUANCY may include requiring students to ride the bus and the withdrawal of transfer privilege for out-of-zone or out-of-district students.

Other consequences may include but are not limited to the following:

An attendance worker will contact parents/guardians of student with 5 unlawful absences by mail, phone, school conference or home visit.

A student with five (5) unlawful absences may be required, with parents/guardians, to attend a meeting with the Director of Student Services and his/her designee. Causes of absences and a recommended means of eliminating such causes will be determined. The student and parents/guardians will be warned of the consequences of continued truancy.

If truancy continues beyond five (5) unlawful absences, student and parents/guardians may be petitioned to Juvenile Court. Court costs, fines, probation, and/or community service may be required.

If truancy continues beyond five (5) unlawful absences, remedies of the court may include incarceration of the parents or commitment of the student to the Department of Children's Services.

Each day's unlawful absence shall constitute a separate misdemeanor with a Class C misdemeanor being punishable by a \$50 fine and/or thirty (30) days in jail for each offense. [TCA 49-6-3009]

NOTE: Any student 15 years of age or older with more than ten (10) consecutive or fifteen (15) days total unexcused/unlawful absences during a single semester will be denied driving privileges by the State of Tennessee (see Driver's License Revocation below and Driver's License Law on page 23).

Cutting Class

Cutting class means the student's failure to report to a given class although the student remains on the school campus. Disciplinary options the school may use include the following: report to parents, principal/student/teacher conference, plan of action including make up arrangements, in-school suspension, alternative learning center referral, class change (with conditions), disciplinary hearing, expulsion.

Leaving School Premises

Leaving school premises or failure to arrive at school after leaving home is considered a serious offense because the

student is missing class time, is unsupervised by appropriate adults, or possibly engaging in unacceptable activities.

The school will notify the parents and, if appropriate, law enforcement, as soon as the student's departure from school is known.

Principals will deal with these offenses on case-by-case and frequency of departure basis, with the following actions being taken as appropriate: principal/student conference, parent conference, detention, in-school suspension, disciplinary hearing, referral to juvenile court, parent/student/school contract, make up time in afternoons or Saturdays, denial of parking/driving privileges (if appropriate) by school, or expulsion.

CONSEQUENCES FOR LEAVING SCHOOL PREMISES AND CUTTING CLASS

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, withdrawal of privileges, corporal punishment with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

Trespassing on School Grounds While on Suspension/Expulsion

Law enforcement will be notified any time a suspended or expelled student trespasses on school grounds or attends any school function. A trespassing incident may result in an extension of student suspension or possible expulsion of the student.

Driver's License Revocation

Ten (10) consecutive or fifteen (15) total unexcused/unlawful absences during any semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age in accordance with Title 49, Chapter 6, Part 3017 and Title 49, Chapter 2, Part 203(b)(7) of Tennessee Code Annotated.

Due Process

An attendance committee appointed by the principal will conduct a hearing to determine if any extenuating circumstances exist or to verify that the student has met attendance requirements that will allow him/her to pass the course or be promoted.

The principal shall be responsible for notifying, in writing, the director of schools or designee and the parents of the student of any action taken by the school.

Any administrative decision regarding attendance may be appealed initially to the director of schools or designee within five (5) days following the action or the report of the action, whichever is later.

Court-Ordered Attendance

Students who appear before the Juvenile Court are issued a Valid Court Order (VCO) for school attendance, which states that the student is to attend school each and every day. Students and parents are reminded that VCOs for school attendance remain in effect until the student reaches age 19 if jurisdiction has been extended.

IMMORAL, DISREPUTABLE, OR DISRUPTIVE CONDUCT

Profanity or Vulgarity

The use of vulgar, profane or threatening language on any school property, including buses, or at any school event, is prohibited.

Racial Slurs (Verbal, Written, or Physical Actions or Gestures)

No student will commit any act that injures, degrades, or disgraces others. This includes verbal abuse and/or threats against others. These offenses are in violation of Federal laws – Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972.

Gambling/Games of Chance for Money or Property

It is against the law to knowingly engage in gambling (TCA 39-17-502) or games of chance for money and/or other articles of value.

Rude and Improper Behavior and Intimate Displays of Affection

Students are expected to exhibit appropriate behavior at all times. Students will not engage in behavior that is discourteous, disrespectful, and/or degrading, thereby interfering with the educational process on school property, on school transportation, or during a school event. This includes violations of the dress code guidelines.

CONSEQUENCES FOR IMMORAL, DISREPUTABLE, OR DISRUPTIVE CONDUCT

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, restitution of property, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, restitution of property, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

VIOLENCE, THREATENED VIOLENCE, HAZING, DISCRIMINATION/HARASSMENT, BULLYING/INTIMIDATION

Violence, Threatened Violence, Hazing

A student will not use violence, threats, force, noise, coercion, intimidation, fear, passive resistance, e-mail and/or other technologies or any other conduct that causes the disruption, interference or obstruction of any school purpose; nor shall any student acting alone or with others direct against any other student any intentional or reckless act that endangers the mental or physical health or safety of that student. Neither will he nor she urge students to engage in such conduct.

Discrimination/Harassment

No student shall discriminate against or harass another student through disparaging conduct or communication that is sexual, racial, ethnic or religious in nature. Discrimination/harassment is defined as conduct, advances, gestures or words either written or spoken of a sexual, racial, ethnic or religious nature that unreasonably interferes with the student's work or educational opportunities or creates an intimidating, hostile or offensive learning environment.

Sexual Harassment

Sexual harassment includes verbal abuse, sexual abuse, unwanted touching, and sexual advances. All sexual harassment complaints will be reported in writing to the Director of Schools. See Appendix V.

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 and intimidation are defined as either physically harming a student or damaging his/her property, or knowingly placing the student in reasonable fear of such, or creating a hostile educational environment.

These prohibitions apply while on school property, in school vehicles or buses, or at any school-sponsored activity, function or event, whether on or off campus. The above prohibited behavior is against the law. (TCA 49-6-3401) (TCA 49-2-120) (TCA 49-6-1014-1019)

CONSEQUENCES FOR VIOLENCE, THREATENED VIOLENCE, HAZING, DISCRIMINATION/HARASSMENT, BULLING/INTIMIDATION

NOTE: All sexual harassment complaints will be reported, in writing, to Director of Schools.

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, restitution of property, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, restitution of property, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

FIGHTING AMONG STUDENTS

It is illegal for anyone to:

- Engage in fighting or in violent/threatening behavior.
- Refuse to obey an official order to disperse.
- Create a hazardous or physically offensive condition by any act that serves no legitimate purpose.
- Make unreasonable noise that prevents others from carrying out lawful activities.
- Incite or urge three or more persons to create/engage in a riot (TCA-39-17-304 and TCA-39-17-305).

CONSEQUENCES FOR FIGHTING AMONG STUDENTS

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, restitution of property, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, restitution of property, withdrawal of privileges, corporal punishment (with prior parent/guardian notification) out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

WILLFUL DAMAGE OR LOSS OF PROPERTY (PERSONAL AND PUBLIC)

Damaging School Property (Including Computer Access, Software, and Textbooks)

Students who willfully or maliciously damage school property will make restitution to the school or the school system. Parents of students are held liable for damages committed by children until they reach the age of eighteen. (TCA 37-10-101).

Bomb Threat

ACS will punish anyone responsible for a bomb threat under State law (TCA 39-16-502).

Arson

Any student found guilty of arson will be held accountable and responsible under State law (TCA 39-14-301; TCA 39-14-307).

Tampering with/Setting off Fire Alarms

Purposefully setting off fire alarms is the same thing as reporting a false alarm. This is a violation of State Law (TCA 39-16-502) and is punishable under that statute.

Vandalism

Students who willfully or maliciously vandalize school property will be responsible for cleaning, repair or restitution for any damages. This is a violation of State Law (TCA 39-14-408) and can escalate to a felony offense.

CONSEQUENCES FOR WILLFUL DAMAGES OF PROPERTY (PERSONAL & PUBLIC)

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, restitution of property, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, restitution of property, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

DRINKING/POSSESSION OF ALCOHOLIC BEVERAGES OR FACSIMILE THEREOF

See Zero-Tolerance Policy – Appendix I.

POSSESSION/USE OF DRUGS (LEGAL AND ILLEGAL) OR FACSIMILE THEREOF

See Zero-Tolerance Policy – Appendix I.

THEFT, EXTORTION (SCHOOL BUILDING OR SCHOOL FUNCTION ACTIVITIES)

Theft (TCA 39-14-101, et seq)

Any student responsible for taking property from another person by force, fear or without consent will be held responsible for the return or restitution in an equivalent amount. In the event the property taken belongs to the system the same will be true.

Possession of Stolen Property

Same as *Theft*, above (TCA 39-14-101, et seq).

Extortion

It is against the law for anyone to threaten, harm, or restrict the freedom of action of another person to obtain property or services of that person (TCA 39-14-112).

Breaking and Entering/Burglary

It is illegal to be on any public school property without lawful authority (TCA 49-6-2008) (TCA 39-14-401-407).

Motor Vehicle Theft

CONSEQUENCES FOR THEFT, EXTORTION (SCHOOL BUILDING OR SCHOOL FUNCTION ACTIVITIES)

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, restitution of property, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, restitution of property, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

POSSESSION/USE OF TOBACCO OR FACSIMILE THEREOF (SCHOOL CAMPUS, SCHOOL FUNCTION ACTIVITIES, OR SCHOOL TRANSPORTATION)

Smoking or the possession or use of any tobacco in school buildings, on school premises, or at school-related activities is prohibited.

CONSEQUENCES FOR POSSESSION, USE OF TOBACCO

Anderson County School Board Policy: No student (K-12) shall possess tobacco in any form while on school property or under the school's jurisdiction during school hours or while participating in a school-related event or while on school buses to and from school-sponsored events. Violation of the tobacco policy will result in the following:

First-Offense Consequence: A one-day out-of-school suspension or one-day in-school suspension (*principal's discretion*).

Second-Offense Consequence: A two-day out-of-school suspension or two-day in-school suspension (*principal's discretion*), with parent or guardian conference for readmission; during the conference, the parent will be notified of Third-Offense Consequences.

Third-Offense Consequence: The offending student shall be brought directly to the Disciplinary Hearing Authority (DHA) with a recommendation for expulsion.

In addition, under State Law it is now unlawful for a person who has not attained age 18 to even possess a tobacco product. The law now states that any person who violates that law shall be issued a citation by a law enforcement officer or school principal who has evidence of the violation, citing that person to appear in Juvenile Court. (TCA 39-17-1505)

POSSESSION/USE OF FIREARMS OR FACSIMILE THEREOF

(SCHOOL CAMPUS, SCHOOL FUNCTION ACTIVITIES, OR SCHOOL TRANSPORTATION)

See Zero-Tolerance Policy – Appendix I.

POSSESSION/USE OF OTHER DANGEROUS WEAPONS OR FACSIMILE THEREOF

(SCHOOL CAMPUS, SCHOOL FUNCTION ACTIVITIES, OR SCHOOL TRANSPORTATION)

See Zero-Tolerance Policy – Appendix I.

TRANSPORTATION

To maintain conditions and atmosphere suitable for learning, no person shall enter onto a school bus except students assigned to that bus or persons with lawful and valid business on the bus.

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 the driver gives shall be followed. A driver may remove a student in the event that the driver finds it necessary for the safety of the other student passengers or the driver, provided that the driver secures the safety of the ejected student for the uncompleted trip. A driver shall report to school authorities as soon as possible, but no later than the end of the route, any student refusing to obey the driver or exiting the bus without the driver's permission at a point other than the student's destination for that trip.

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 the student's behavior is such as to cause disruption on the bus, or if the student 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 or 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 and approval of 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. Students in violation of bus conduct rules shall be subject to disciplinary action in accordance with established Board policy and regulations governing student conduct and discipline. The district shall comply with all applicable State and Federal laws related to video recordings when such recordings are considered for retention as part of the student's behavioral record as determined by the district and in accordance with the law. Video surveillance shall be used only to promote the order, safety, and security of students, staff, and property.

CONSEQUENCES FOR TRANSPORTATION VIOLATIONS

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, withdrawal of bus privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, restitution of property, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, restitution of property, withdrawal of privileges, withdrawal of bus privileges, out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, withdrawal of bus privileges, in-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

INSUBORDINATION

Insubordination usually involves minor or repeated misbehavior on the part of the student that hinders orderly classroom procedures or interferes with the orderly operation of the school but can usually be handled by an individual staff member.

This misbehavior may include, but are not limited to, the following: failure to bring classroom materials; defiance of authority; cheating/lying; lack of cooperation; belligerence; and, being in an unauthorized area.

CONSEQUENCES FOR INSUBORDINATION

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, restitution of property, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, restitution of property, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

PRIVATELY-OWNED VEHICLES

Students are encouraged to use the bus system provided by the county. If it is necessary for a student to operate a vehicle as a means of transportation to school, he/she must be aware of and observe the following rules and regulations or forfeit the privilege of campus driving.

- The student must hold a VALID TENNESSEE STATE DRIVER'S LICENSE.
- Proof of liability insurance coverage is necessary before a required parking permit is issued.
- The student must drive in a safe manner.
- Students cannot use cars during school hours (either operate, sit on, or sit in) unless granted permission through the administration.
- The student must park only in designated areas. Illegally parked cars will be TAGGED ONCE and, on the second or subsequent offense, will be towed off campus at OWNER'S EXPENSE.

- The student must not park or drive on lawn areas.
- Excessive tardiness will result in driving privileges being forfeited.
- Vehicles must be registered through the school office. Proper paperwork must be completed and a \$20 Parking Permit fee must be paid. Permits must be displayed on the inside mirror.
- Any vehicle parked or otherwise located on school property may be searched by the principal or the principal's designee if there is probable cause to believe that the vehicle contains a dangerous weapon, drug paraphernalia or drugs, or evidence of a violation of school rules or regulations that endangers or has endangered the health or safety of any member of the student body.

CONSEQUENCES FOR CAMPUS VEHICLE VIOLATIONS/PRIVATELY-OWNED VEHICLES

First-Offense Consequences may include but are not limited to: Verbal reprimand, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, restitution of property, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, parent contact, in-school suspension, restitution of property, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), withdrawal of privileges, in-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences and possible law enforcement involvement.

ELECTRONIC DEVICES (INCLUDING CELL PHONES AND LAPTOPS)

Personal Communication Devices

In the interest of safety, students may possess personal communication devices such as cellular phones, laptops, or other personal electronic devices while on school property and while attending school sponsored activities. Such devices must be in the off mode (including all functions and features of the device) and out of sight from the time the student arrives on

school campus to the dismissal bell unless instructed to be used by the principal, or his/her designee, for educational instruction. Every student is responsible for his/her personal property at all times. The school administrator reserves discretion to make exceptions to these guidelines.

CONSEQUENCES FOR PERSONAL COMMUNICATION DEVICES VIOLATIONS (Cell Phones and Laptops)

First-Offense Consequence: A one (1)-day out-of-school suspension, or one (1)-day in-school suspension (*principal's discretion*). The device will be confiscated for a minimum of five (5) school days, then released only to the student's parent or guardian, after a conference has been held notifying the parent or guardian of the consequences of a second offense. In lieu of the five-day confiscation, phones may be retrieved upon payment of a \$25 fine, payable as a donation to the Anderson County Chamber Education Foundation.

Second-Offense Consequence: A two (2)-day out-of-school suspension, or two (2)-day in-school suspension (*principal's discretion*). The device will be confiscated for a minimum of ten (10) school days, then released only to the student's parent or guardian, after a conference has been held, notifying the parent or guardian of the consequences of a third offense. In lieu of the ten-day confiscation, phones may be retrieved upon payment of a \$50 fine, payable as a donation to the Anderson County Chamber Education Foundation.

Third-Offense Consequence: A five (5)-day out-of-school suspension. The device will be confiscated for a minimum of twenty (20) school days, then released only to the student's parent or guardian through Central Office.

Fourth-Offense Consequence: The offending student shall be brought directly to the Disciplinary Hearing Authority with a recommendation for expulsion. Device will be confiscated for a minimum of twenty (20) school days, pending results of the hearing.

SEVERE CLAUSE: Students will not use their devices to intimidate, threaten, harass, or embarrass others, or for any purpose that would be considered immoral or unethical. Any student behavior of a severe nature, even on first offense, may be subject to Third- or Fourth-Offense Consequences, and possible law enforcement involvement.

Other Electronic Devices

Other electronic devices are not allowed. Personal devices needed for educational purposes will be provided by the school system. The school administrator reserves discretion to make exceptions to these guidelines to facilitate instruction.

CONSEQUENCES FOR OTHER ELECTRONIC DEVICE VIOLATIONS

First-Offense Consequences may include but are not limited to: Verbal reprimand, confiscation, special assignment, restriction of activities, counseling, parent contact, withdrawal of privileges, issuance of demerits that might affect citizenship or conduct grades, detention, in-school suspension, and out-of-school suspension.

Second-Offense Consequences may include but are not limited to: Detention, confiscation, parent contact, in-school suspension, withdrawal of privileges, corporal punishment (with prior parent/guardian notification), out-of-school suspension, disciplinary meeting, and referral to The Learn Center.

Third-Offense Consequences may include but are not limited to: Corporal punishment (with prior parent/guardian notification), confiscation, withdrawal of privileges, in-school suspension, out-of-school suspension, referral to The Learn Center, and expulsion.

SEVERE CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third-Offense Consequences.

NOTICE OF VIDEO SURVEILLANCE

Most of our buildings and buses are under continuous video surveillance. Video devices are used to monitor our schools, buses, and the campus areas.

While we do not disclose the specifics of our security systems, understand that when you are on our campuses or on a bus, you may be under audio and/or video surveillance. These

measures are for the safety and security of our students and staff.

ACS will not share video clips with other parties that include pictures of students or staff members who are not involved with the issue under question unless required by law.

DEFINITIONS AND EXPLANATIONS

Chain of Command – When addressing a disciplinary situation, observe the following “Chain of Command”:

STEP ONE: Begin with the School Principal.

STEP TWO: Contact the Director of Student Services. The present Director of Student Services for ACS is Ms. Terri Ferry.

STEP THREE: Contact Director of Schools Larry M. Foster.

STEP FOUR: The Anderson County Board of Education is the final authority. If you wish to address the school board, it is your responsibility to contact the office of the Director of Schools and ask to be placed on the board agenda for that meeting. The request must be made in writing two weeks in advance.

Corporal Punishment – Any teacher or school principal may use corporal punishment (with prior parent/guardian notification) in a reasonable manner against any pupil for good cause to maintain discipline and order (TCA 49-6-4103). (See Appendix II – Corporal Punishment.)

Criminal Offense – Any act posing a direct threat to the safety of others in the school will involve notification of the proper law enforcement authorities, and immediate removal of the student will occur. Parents will be notified as soon as the situation allows (Acts 1981, ch. 341:1; TCA 49-6-4301, 49-6-4209).

Detention Hall – Students may be detained after school as a disciplinary consequence under the supervision of a certified employee. The student will be given written notification, which may require a parent signature, at least 24 hours in advance. Parents are required to provide transportation for their child at the time detention hall is dismissed. If a student fails to report, he/she may be suspended from school or may be subject to any of the other consequences stated in the Code of Student Conduct. Breach of detention hall guidelines will result in student suspension.

Due Process and Appeal – See Appendix III – Due Process.

Expulsion – Expulsion will mean a denial of attendance at any Anderson County School greater than ten (10) days. In addition, expulsion will be assigned to any student in violation of the Zero-Tolerance Policy (49-6-3401, 49-6-4216).

Instructional Day – The instructional day is defined as beginning with the bell for the first class of the school’s day and ending with the bell at the conclusion of the last class of the day.

In-School Suspension – In-school suspension will mean a period of temporary isolation, which will prohibit the student from his/her normal school social life. In-school suspension enables students to maintain their studies and grades. Students will be under close supervision. Breach of in-school suspension guidelines will result in out-of-school suspension.

Out-Of-School Suspension – Out-of-school suspension will mean denial for a stated period of time from school attendance. ***Out-of-school suspensions are counted as unexcused absences, as stated in the attendance policy.*** Students will be given written notice, and parents will be contacted by phone or mailed a copy of written notice, stating the nature of the incident and the beginning and ending dates for the suspension. A suspended student will not represent the

school or participate in any extracurricular activities sponsored by the school during the time of suspension. A suspended student will not be able to use school transportation and will not be allowed on school property or to attend any school events during that time period (TCA 49-6-3401).

Probation – Probation will mean a stated period of time during which the student must exhibit good behavior. Probation may be imposed for an infraction of a school rule or policy where the infraction does not warrant removal from school by suspension or expulsion. A written notice or contract of probation will be given to the student and his/her parent/guardian. Should the student breach the conditions imposed for probation, the student may be suspended from school, or may be subject to any of the other consequences stated in the Code of Student Conduct.

Search and Seizure – When individual circumstances in a school dictate it, a principal may order that vehicles parked on school property by students or visitors, containers, packages, lockers or other enclosures used for storage by students or visitors, and other areas accessible to students or visitors be searched in the principal’s presence or in the presence of other members of the principal’s staff (TCA 49-6-4204).

A student may be subject to a 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 (TCA 49-6-4205).

If it is necessary to search students, visitors, and/or containers or packages, metal detectors and other devices designed to indicate the presence of dangerous weapons, drugs, or drug paraphernalia may be used. This includes hand-held models, which are passed over or around the body of the person being searched. Those being searched, as well as containers and packages, may be required to pass through a stationary detector (TCA 49-6-4207).

To facilitate a search, dogs or other animals trained to detect drugs by odor or other means may be used. Such animals will be used to pinpoint areas required for search (TCA 49-6-4208).

Tardy – Attendance records define any time out of a school day as a tardy.

Truancy – Habitual and unlawful absence from school. A student is considered truant by the State of Tennessee at five (5) unlawful days.

Unlawful Absences – Absences not excused for reasons within the Anderson County Board Policy are considered unlawful absences. Excessive unlawful days are referred to Juvenile Court and law enforcement officials.

Out-of-school suspensions are not considered unlawful, but are unexcused. Excessive suspensions will affect driving privileges, but are not used in truancy petitions. Suspensions are reported to Juvenile Court as a violation of a student’s county or State probation. Late check-ins and/or check-outs will only be excused with medical or legal excuse notes or by the principal’s discretion in reference to board policy. Accumulating three (3) late check-ins and/or early check-outs for an unexcused reason will equal one (1) unlawful day.

A student is considered truant by the State of Tennessee at five (5) unlawful days.

THE LEARN CENTER PROGRAM

Students who have continual and/or severe conduct issues may be referred for placement at The Learn Center. The referral process must be initiated at the student's home school through coordination of the school administrator, guidance counselor, and the student's teacher. Parent/Guardian should be notified of the referral. Appropriate paperwork must be completed and submitted to the Special Education Behavior Specialist. Prior to placement at The Learn Center, the Behavior Specialist and The Learn Center Principal will screen each referral to determine appropriateness and to ensure that other interventions have been implemented at the home school. Upon approval of the referral, the home school will be notified, and **next steps** will be taken.

Next Steps: If the child is an identified **Special Education student**, an IEP team meeting will be called to make the final determination pertaining to placement at The Learn Center. The IEP team will determine whether the behavior is a manifestation of the student's handicapping condition (a "manifestation determination"). If the student is a **regular education student**, the parent will be contacted to schedule an intake meeting.

Zero Tolerance/Expulsion Learn Center Placement: Students who are placed at The Learn Center due to a violation of the ACS Zero-Tolerance Policy or who are expelled will be placed for one calendar year and will not be eligible to attend any ACS function until The Learn Center placement expires.

Placement Due To Behavior: Upon initial placement, a student who is placed at The Learn Center due to continual and/or severe conduct issues may not attend any ACS function until he/she has earned this privilege through the process outlined during the intake meeting for placement at The Learn Center.

Other Placements: Occasionally students will be placed in The Learn Center for various other reasons. When these situations occur, they will be discussed at intake and appropriate recommendations will be made.

Procedure for Learn Center Students (other than Zero Tolerance/Expulsion) to Attend School Functions: In order

for a student (other than one placed for Zero Tolerance/Expulsion) to request permission to attend a school function, the student:

- Must make a written request to The Learn Center principal.
- Must be enrolled for a minimum of thirty (30) days at The Learn Center.
- Must be passing all classes.
- Must not have any unexcused absences.
- Must have earned 93% or greater amount of points for twenty (20) days prior to the request.

Schools will be notified on the day of the event of those students who are eligible to attend. Verbal notification will be given by The Learn Center principal. In addition to this notification, the participating student will be given written documentation to identify him/herself at the event.

Any violation by a Learn Center student while attending a school event will make that student ineligible to earn further privileges for a minimum of forty-five (45) school days.

Students who Attend Events in Violation of School Board Policy: Students who are placed at The Learn Center are not allowed on any other Anderson County school campus and are not allowed to attend ACS-sponsored events.

Students who attend events without earning the privilege will be written up, and parents will be notified. Possible consequences may include, but are not limited to:

- Trespassing charges.
- Remaining at The Learn Center for an additional forty-five (45) days.
- In-school suspension.
- Out-of-school suspension.
- After-school detention.

APPENDIX I: ZERO-TOLERANCE POLICY

To comply with State law and ensure safe and secure learning environments – free of drugs and alcohol, drug paraphernalia, violence and dangerous weapons – in all Anderson County schools, and to impose swift, certain, and severe disciplinary action on students who endanger the learning environments, the following zero-tolerance policies have been adopted by the Anderson County Board of Education. This policy went into effect at the beginning of second semester (January 21) 1997 in all Anderson County schools.

These zero-tolerance policies shall apply in school buildings or on school grounds at any time, or in school or private vehicles or buses on or off the school grounds at any school-sponsored activity, function, or event.

Weapons

Students shall not possess, handle, transmit, use or attempt to use any dangerous weapon. "Dangerous weapon" or "weapon" means any dangerous instrument or substance that is capable of inflicting any injury on any person.

Students found to be in violation of this policy shall be expelled for not less than one (1) calendar year. [Gun Free Schools Act 1994, Section 1401 (1) (2); TCA 49-6-4216; TCA 39-17-1309; TCA 49-6-3401; TCA 49-6-4202]

Drugs, Alcohol and Inhalants

A. Drugs and Alcohol Possession, Use, and Distribution

Students who are under the influence of, possess, use, purchase, exchange or barter for, receive or offer to take receipt of, or negotiate to purchase or take delivery of any drug, any controlled substance, including marijuana, or legend drug, or alcohol, or substances similar to, or thought to be or represented to be such substances, or drug paraphernalia (including electronic devices used to further the possession or transfer of drugs) shall be expelled for not less than one (1) calendar year. "Drug" means any controlled substance, marijuana, alcohol, legend drug or any other substance whose possession or use is regulated in any manner by any governmental authority, including the school system. [TCA 49-6-4216; TCA 39-17-417; TCA 49-6-3401; TCA 49-6-4214; TCA 49-6-4202]

B. Inhalants

No student shall deliberately smell or inhale the fumes from any substance or solvent having the property of releasing toxic vapors or fumes. No student shall deliberately cause, invite or induce another student to smell or inhale any such substance or solvent having the property of releasing toxic vapors or fumes. Students found to be in violation of this policy shall be expelled for not less than one (1) calendar year. [TCA 49-6-4216; TCA 39-17-422].

GIVE IT UP POLICY

Students are encouraged to give up any item that could be considered in violation of board policy. The student in possession should take the item immediately to a school employee upon discovery of the item. The circumstances of the situation will be considered by the school principal and the student may avoid expulsion.

Battery/Assault on School Employees

Any student who commits battery and/or assault upon any principal, assistant principal, teacher, or any other employee of ACS shall be expelled for not less than one (1) calendar year (TCA 49-6-3401; TCA 49-6-4216).

A violation of zero-tolerance policies for:

- possession of a firearm on school property; or
- committing a battery upon any teacher, principal or other school system employee; or
- unlawful possession of any drug, including any controlled substance, or legend drug

shall result in a presumptive one (1) calendar year expulsion for the offending student, and the student shall not transfer to another school in the Anderson County School system; nor shall the Anderson County system accept a student expelled for these offenses from another school system.

In all other zero-tolerance cases set forth above, if appealed to the disciplinary hearing authority, the disciplinary hearing authority may affirm the decision of the principal or assistant principal, may order removal of the suspension unconditionally, order removal of the suspension upon such terms and conditions as it deems reasonable, assign the student to an alternative program, assign the student to an evening or other available program, or, suspend the student for a specified period of time.

All due process procedures will be followed including the presentation of the charges to the student, notification to parents, hearing before the hearing authority, and right to appeal to the Board of Education. See Appendix III, Due Process. The rights of the handicapped will be protected.

APPENDIX II: CORPORAL PUNISHMENT

The Board of Education does not prohibit corporal punishment in the schools with prior parent/guardian notification; neither does it endorse it as a desirable means of bringing about a change in behavior. In all but those acts of misconduct that are so antisocial or disruptive in nature as to shock the conscience, the student must have received notice that specific misbehavior could occasion the use of corporal punishment.

Corporal punishment should not be used as a first line of punishment, but only after attempts to modify behavior by other means have failed. Corporal punishment must be administered only in the presence of a second school official or teacher, as

witness. The witness must be informed beforehand and in the student's presence of the reason for the punishment to allow the student to protest, spontaneously and egregiously, arbitrary or contrived application of punishment; but there is no requirement that the student can be afforded a formal opportunity to present his/her side to the second person.

Upon request, the child's parent must be provided a written explanation by the person administering the punishment of the reasons for the punishment and the name of the witness.

References used for corporal punishment may be found in Vol. 395 of the Federal Register, supp., pages 302-303.

APPENDIX III: DUE PROCESS

1. Except in an emergency, no principal, principal-teacher or assistant principal shall suspend any student until that student has been advised of the nature of the student's misconduct, questioned about it, and allowed to give an explanation.
 2. Upon suspension of any student other than for in-school suspension of one (1) day or less, the principal shall, within twenty-four (24) hours, notify the parent or guardian and the Director or the Director's designee:
 - a. Of the suspension, which shall be for a period of no more than ten (10) days;
 - b. Of the cause for the suspension; and
 - c. Of the conditions for readmission, which may include, at the request of either party, a meeting of the parent or guardian, student, and principal.
 3. If the suspension is for more than five (5) days, the principal shall develop and implement a plan for improving the behavior that shall be made available for review by the superintendent upon request.
 4. If, at the time of the suspension, the principal, principal-teacher or assistant principal determines that an offense has been committed that would justify a suspension for more than ten (10) days, such person may suspend a student unconditionally for a specified period of time or upon such terms and conditions as are deemed reasonable.
 - a. The principal, principal-teacher or assistant principal shall immediately give written or actual notice to the parent or guardian and the student of the right to appeal the decision to suspend for more than ten (10) days. All appeals must be filed, orally or in writing, within five (5) days after receipt of the notice and may be filed by the parent or guardian, the student or any person holding a teaching license who is employed by the school system if requested by the student.
 - b. The appeal from this decision shall be to a disciplinary hearing authority of nine members appointed by the board, which authority, for each appeal, shall consist of at least three members and shall include the Director of Student Services or his/her designee, and a building Principal, but such Principal shall not be from the home school of the suspended student.
 - c.
 - d. The hearing shall be held no later than ten (10) days after the beginning of the suspension. The disciplinary hearing authority shall give written notice of the time and place of the hearing to the parent or guardian, the student and the school official designated above who ordered the suspension.
 5. After the hearing, the disciplinary hearing authority may affirm the decision of the principal, order removal of the suspension unconditionally or upon such terms and conditions as it deems reasonable, assign the student to an alternative program, or night school, or suspend the student for a specified period of time.
 6. A written record of the proceedings, including a summary of the facts and the reasons supporting the decision, shall be made by the disciplinary hearing authority.
- The student, principal, principal-teacher or assistant principal may within five (5) days of the decision request review by the Board of Education. Absent a timely appeal, the decision shall be final. The Board of Education, based upon a review of the record, may grant or deny a request for a board hearing and may affirm or overturn the decision of the hearing authority with or without a hearing before the board; provided, that the board may not impose a more severe penalty than that imposed by the hearing authority without first providing an opportunity for a hearing before the board. The action of the Board of Education shall be final, except in zero-tolerance cases for
1. possession of a firearm on school property; or
 2. committing a battery upon any teacher, principal or other school system employee; or
 3. unlawful possession of any drug, including any controlled substance, or legend drug
 4. the Director of Schools may modify the expulsion on a case-by-case basis.
- In the event the suspension occurs during the last ten (10) days of any term or semester, the pupil may be permitted to take such final examinations or submit such required work as is necessary to complete the course of instruction for that semester, subject to the action of the principal, or the final action of the Board of Education upon any appeal from an order of a principal continuing a suspension.

APPENDIX IV: MEDICATION POLICY

The goal for the use of medications in the Anderson County school system is to:

- Assist all students to participate at their fullest independent capacity and to maintain an optimal state of health to enhance their educational plan.
- Ensure safe and effective access to equipment and medication.
- Monitor the students' proper use of equipment and medication, as well as their adherence to the

prescribed medical regimens when self-administration occurs.

To reach this goal, ACS requires that:

1. The parent/guardian of a student with allergic reactions to insect bites/stings provide the written medication order form from the physician, dentist, or nurse practitioner with signed parent consent for use of prescription drugs, inhalants, and over-the-counter drugs, including lotions, salves, and ointments.

2. The parent/guardian must notify the principal immediately upon knowledge that a student has diabetes.
3. The parent/guardian must provide a current professionally labeled bottle from a pharmacist for prescription drugs.
4. The parent/guardian must provide an unopened bottle with the student's name on the bottle for over-the-counter medications.
5. The parent, guardian, or a responsible adult designated by the parent must bring the medicine to school and must pick up any unused medicine at school. Student possession of any medication is strictly forbidden except as provided in No. 8, below.
6. All medication brought onto school property must be taken to the principal's office and be administered by the school nurse if there is one on staff at that school, or self administered with assistance from the principal or his designee after he/she has received appropriate training.
7. Emergency medication (i.e. Epi-pen, etc.) must be in the possession of the person responsible for the student at all times. This includes school-sponsored activities on and off campus.
8. A student may be allowed to have in his/her possession certain specific emergency medication (i.e. Epi-pen, inhaler) after completion of the following:
 - a. written documentation and a prescription from that student's physician,
 - b. signed parent/guardian permission,
 - c. consultation and approval by the school nurse.
9. Medication Pick Up:
 - a. The parent/guardian will be notified and must pick up the remaining or unused medication within three (3) school days of notification.
 - b. The notification date should be documented.
- c. If the parent does not pick up the remaining or unused medication, it will be disposed of by "flushing" within three (3) school days of its stop date or at the end of the school year.
10. Renewal or Changes:
 - a. All long-term medications must be renewed at the beginning of the new school year.
 - b. Any change in medication or dosage during the school year requires new documentation.
11. Field Trips: If the parent, or a responsible adult designated by the parent, is unable to accompany the student on a field trip, the following preparatory arrangements need to be made:
 - a. The parent must furnish an adequate amount (sufficient for the field trip) of the student's prescribed medication(s) in the pharmacists' professionally labeled container and a copy of the physician's order.
 - b. The parent must furnish the proper documentation (i.e., physician's orders and parental permission) and an unopened container labeled with the student's name for any over-the-counter medications.
 - c. The person trained in assisting with the self-administration of medication must secure, possess, and document all medication given on the field trip.
 - d. The documentation form of the medication given on the field trip must be placed in the student's cumulative folder.
 - e. If the need is anticipated, a licensed medical professional must accompany the students to manage any adverse outcome for students who are dependent on special medication doses and/or procedures. This may be a licensed health care professional employed by the school system or an agency contracted licensed health care professional.

CONSEQUENCES FOR VIOLATION OF MEDICATION POLICY

First-Offense Consequence: Discipline shall be at the discretion of the school principal or his/her designee.

Second-Offense Consequence: A five (5)-day suspension with parent or guardian conference for readmission; during the conference the parent will be notified of Third-Offense Consequences.

Third-Offense Consequence: A ten (10)-day suspension with parent or guardian conference for readmission; during the conference, the parent will be notified of Fourth-Offense Consequences.

Fourth-Offense Consequence: The offending student shall be brought directly to the Disciplinary Hearing Authority (DHA) with a recommendation for expulsion.

SEVERE_CLAUSE: Any student behavior of a severe nature, even on first offense, may be subject to Third- or Fourth-Offense Consequences.

APPENDIX V: SEXUAL HARASSMENT OF STUDENTS

Sexual harassment activity toward any student by an employee or another student will not be tolerated. Sexual harassment is defined as conduct, advances, gestures, or words of a sexual nature that:

- Unreasonably interferes with the student's work or educational opportunities; or
- Creates an intimidating, hostile or offensive learning environment; or
- Implies that submission to such conduct is made an explicit or implied term of receiving grades or credit; or
- Implies that submission to or rejection of such conduct will be used as a basis for determining the

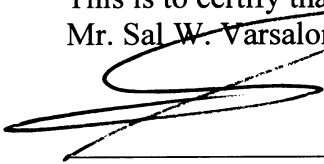
student's grades and/or participation in a student activity.

Victims of sexual harassment shall report these conditions to the appropriate school official. Confidentiality will be maintained and no reprisals or retaliation will occur as a result of good faith reporting of charges of sexual harassment.

In determining whether alleged conduct constitutes sexual harassment, all of the circumstances, including the nature of the conduct and the context in which the alleged conduct occurred, will be investigated. The Director of Schools shall be responsible for investigating all complaints of sexual harassment. If satisfactory resolution of the complaint is not reached, the student may appeal the matter to the Board of Education.

ASSURANCE OF LEGAL COUNSEL

This is to certify that the Code of Student Conduct for Anderson County Schools has been reviewed by Mr. Sal W. Varsalona, legal counsel for the Anderson County Board of Education.



Sal W. Varsalona
School Board Attorney

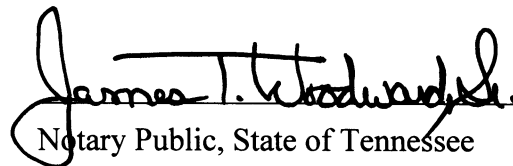
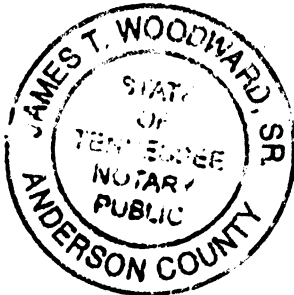


Larry M. Foster
Director of Schools



Dr. John Burrell, Chairman
Anderson County Board of Education

Subscribed and sworn before me by Mr. Larry M. Foster, Dr. John Burrell and Mr. Sal W. Varsalona at Clinton, Tennessee, this 18th day of June, 2009.



Notary Public, State of Tennessee

My commission expires: November 28, 2009

ANDERSON COUNTY BOARD OF EDUCATION

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CODE OF STUDENT CONDUCT STEERING COMMITTEE

Chair: Tim Parrott, Director, ACS Career & Technical Education

Sue K. Voskamp, ACS Director of Special Education

Beth Roeder, Principal, Andersonville Elementary School

Greg Deal, Principal, Anderson County High School

Mike Harmening, Principal, Dutch Valley Elementary School

Terri Ferry, ACS Director of Student Services

Rob Cummings, Assistant Principal, Norris Middle School

Gary Houck, Principal, The Learn Center

Alvin Taylor, Assistant Principal, Clinton High School

Bob Stokes, Principal, Clinton Middle School

Karen Bridgeman, ACS Director of Communications

Johanna Whitley, ACS Director of Technology

PARENT/STUDENT INFORMATION

RESIDENCE REQUIREMENTS POLICY

1. No student shall be admitted to ACS who does not have a parent, guardian, or custodian legally residing in the area served by the Anderson County Board of Education.
2. Person seeking to enroll students in ACS must show proof of residence. Such proof may include but not be limited to a valid driver's license or mail from a business indicating current address on the envelope.
3. The providing of false or misleading information for purposes of trying to document residency will result in the child being denied admission or being dismissed.
4. Nothing in this policy shall prohibit the legal transfers of students into the Anderson County school system as provided for in code 6.204 of the Anderson County Board of Education Policy manual dealing with non-resident students. It does not preclude the acceptance of students from areas historically served by ACS such as small portions of adjoining counties. Current students from those areas or students who may move into those areas will be served by ACS as they have been in the past.
5. Nothing in this policy shall prohibit the admission of students under the provisions of the Homeless Education Assistance Act, and the Power of Attorney for a Minor Child Act, but Principals shall coordinate with the Director of Student Services in such cases.

GUARDIANSHIP/CUSTODIAN REQUIREMENTS

1. No student shall be admitted to ACS who does not have a legal guardian, custodian, or parent with legal custody residing within the area served by the Anderson County Board of Education.
2. Persons seeking to enroll such students must present the principal with documentation generated by a court of competent jurisdiction awarding custody or guardianship to a resident of the Anderson County School District.
3. Principals may accept notarized statements from parents regarding custodial arrangements between themselves for their child, pending receipt of a valid court order reflecting those custodial arrangements.
4. Nothing in this policy shall prohibit the admission of students under the provisions of the Homeless Education Assistance Act, and the Power of Attorney for a Minor Child Act, but Principals shall coordinate with the Director of Student Services in such cases.

IMMUNIZATION

It is the responsibility of the parents or guardians of each student to have their child immunized as required. Further, it is the responsibility of the parents or guardian of each child to provide this information to the appropriate school personnel. State law requires that each child must present proof of a recent physical examination; a complete, up-to-date immunization record; and his/her birth certificate and social security number.

No child may attend school without proof of proper immunizations. Exceptions based on religious objections or

medical necessity may be permitted (TCA 49-6-5001, 49-6-5002). The following immunizations are required and must be recorded on a **green certificate** form:

- 4 Diphtheria-Pertussis-Tetanus series
- 4 Polio series
- 2 Measles, Mumps, and Rubella (two doses)
- Hepatitis B series (Kindergarten – starting with the 1999-2000 school year)

DRIVER'S LICENSE LAW

Minors withdrawn from secondary school – Denial of motor vehicle license or permit TCA 49- 6-3017

- A. In accordance with the provisions of title 55, chapter 50, the Department of Safety shall deny a license or instruction permit for the operation of a motor vehicle to any person under eighteen (18) years of age who does not at the time of application for a driver license present a diploma or other certificate of graduation issued to the person from a secondary high school of this state or any other state, or documentation that the person is:
1. Enrolled and making satisfactory progress in a course leading to a general educational development certificate (GED) from a state-approved institution or organization, or has obtained such certificate;
 2. Enrolled and making satisfactory academic progress in a secondary school of this state or any other state; or
 3. Excused from such requirement due to circumstances beyond the applicant's control.
- B. The attendance teacher or superintendent shall provide documentation of enrollment status on a form approved by the Department of Education to any student fifteen (15) years of age or older upon request, who is properly enrolled in a school under the jurisdiction of the official for presentation to the Department of Safety on application for or reinstatement of an instruction permit or license to operate a motor vehicle. Whenever a student fifteen (15) years of age or older withdraws from school, except as provided in subsection (d), the attendance teacher or superintendent shall notify the Department of Safety of such withdrawal. Within five (5) days of receipt of such notice, the Department shall send notice to the licensee that the license will be suspended under the provisions of title 55, chapter 50, on the thirtieth day following the date the notice was sent, unless documentation of compliance with the provisions of this section is received by the Department before such time. After having withdrawn from school for the first time for the purpose of this section, a student may not be considered as being in compliance with this section until such student returns to school and makes satisfactory academic progress, or attains eighteen (18) years of age. As used in this section, "satisfactory academic progress" means making a passing grade in at least three (3) full unit

subjects or their equivalency at the conclusion of any grading period. For second or subsequent withdrawals, a student shall have all driving privileges suspended until the student attains eighteen (18) years of age. When a student licensed to operate a motor vehicle is enrolled in a secondary school and fails to maintain satisfactory academic progress based on end of semester grading, the attendance teacher or superintendent shall follow the procedure set out in this subsection to notify the Department of Safety. A student who fails to maintain satisfactory academic progress based on end of semester grading may not be considered as being in compliance with this section until such student makes a passing grade in at least three (3) full unit subjects or their equivalency at the conclusion of any subsequent grading period.

- C. For the purposes of this section, "withdrawal" means more than ten (10) consecutive or fifteen (15) days total unexcused/unlawful absences during a single semester. For the purpose of this section, suspension or expulsion from school or confinement in a correctional institution is not a circumstance beyond the control of such person.
- D. Whenever the withdrawal from school of such student, or such student's failure to enroll in a course leading to a GED or high school diploma or such student's failure to maintain satisfactory academic progress based on end of semester grading, is beyond the control of such student, or is for the purpose of transfer to another school as confirmed in writing by the student's parent or guardian, no such notice shall be sent to the department to suspend the student's motor vehicle driver license. If the student is applying for a license, the attendance teacher or superintendent shall provide the student with documentation to present to the Department of Safety to excuse such student from the provisions of this section. The school district superintendent (or the appropriate school official of any private secondary school), with the assistance of the attendance teacher and any other staff of school personnel, shall be the sole judge of whether such withdrawal or such student's failure to maintain satisfactory academic progress based on end of semester grading is due to circumstances beyond the control of such person.
- E. A copy of the notice sent to the Department of Safety by the attendance teacher or the superintendent upon failure of a student to maintain satisfactory academic progress shall also be mailed to that student's parents or guardian. [Acts 1990, ch. 819, § 1; 1994, ch 860, § 1; 1995, ch 156, § 1; 1996, ch 763, §§ 1, 2, 6-8.]

TRANSFER OPTION FOR STUDENTS VICTIMIZED BY VIOLENT CRIME AT SCHOOL

Under the Tennessee State Board of Education's Unsafe School Choice Policy, any public school student who is the victim of a violent crime as defined under Tennessee Code Annotated 40-38-111(g), or the attempt to commit one of these offenses as defined under Tennessee Code Annotated 39-12-

101, shall be provided an opportunity to transfer to another grade-level appropriate school within the district. Additional information regarding this option may be obtained by contacting Ms. Terri Ferry, Student Services Director, at 865-463-2800, ext. 2824.

NO CHILD LEFT BEHIND (NCLB) PARENT INFORMATION

ACS - Our school receives Federal funding under the No Child Left Behind Act of 2001 (NCLB). During the school year, we will provide you with important information regarding this law and the education of your child.

ACS Teachers - NCLB requires that all teachers hired to teach core academic subjects be highly qualified. A highly qualified teacher is one with full teaching certification, a bachelor's degree, and competence in subject knowledge and teaching. At ACS, 100% of our core academic teachers are highly qualified as defined by NCLB.

As a parent, you have the right to request information regarding your child's teacher's qualifications. Upon your request, our office can provide you information on whether a teacher is State-certified, whether a teacher is teaching under emergency or other provisional status, and the degree major of a teacher and any other graduate degree or certification the teacher may hold.

As of the 2002-2003 school year, all newly hired teachers must be highly qualified. In the event that ACS must employ a non-highly qualified teacher for four or more consecutive weeks, the parents of students receiving instruction from this teacher will be promptly notified.

Adequate Yearly Progress – No Child Left Behind requires each state to define "Adequate Yearly Progress" (AYP) for school districts and schools. Tennessee has determined a level of achievement that we must attain each year to make AYP. Student achievement is based upon the students' scores from Terra Nova testing in which your child participates annually.

Anderson County School District achieved AYP in the 2007-2008 school year. We will inform you about our district's AYP status each year after it is received from the State.

Safety – Anderson County schools have been deemed "safe schools" under the guidelines of our state and NCLB. However, should your child become the victim of a violent crime at an Anderson County school, you have the right to request a transfer to the nearest county school, pending enrollment.

Because ACS is a single school district, Tennessee State Board of Education Unsafe School Choice Policy states that the district may choose to facilitate a requested transfer to another school; however, such transfer shall not be required.

ACS faculty and staff are making every effort to prevent any situation in which your child may not be safe. If you have any questions regarding safety policies or procedures, please contact the Director of Student Services at 463-2800 x 2824.

Parent Involvement – Under NCLB and Title I, you have the right to be involved in your child's education. The ACS Parent Involvement Policy has been posted on the school website at www.acs.ac and is also placed in the school offices. If you have any questions or comments regarding the parent involvement policy, please contact the Director of Federal Programs at 865-463-2800 x 2831.

If you have any concerns regarding your child's education, please contact your child's teacher at the school or call the office to make an appointment with your child's teacher.

Schoolwide Status – ACS has eight Title I elementary schools with schoolwide status. This means that we may consolidate and use funds under Title I, together with other Federal, State, and local funds, to upgrade the entire educational program for all students.

Paraprofessionals – Paraprofessionals, or instructional assistants, are valuable assets to our educational community. Under NCLB, paraprofessionals must have a certain academic background to provide instructional help to your child. To be considered highly qualified, a paraprofessional must have passed a competency test, earned an associates degree or higher, or completed two or more years of higher education.

All of the paraprofessionals working in the ACS Title I schools are highly qualified under NCLB. You also have the right to request information about the paraprofessionals that may work with your child. The school office can provide you with the qualifications of a paraprofessional when requested.

Federal Programs – Our schools receive funding for participation with the following programs:

- Title I: Improving the Academic Achievement of the Disadvantaged
- Title II, Part A: Teacher Quality
- Title II, Part D: Enhancing Education through Technology
- Title IV: Safe and Drug-Free Schools and Communities
- Individuals with Disabilities Act
- McKinney-Vento Homeless Assistance Act
- Carl Perkins Act (Career and Technical)

Additional Information – Additional information about NCLB can be obtained by contacting Dr. Denise Wilburn, Director of Federal Programs, at 865-463-2800, ext. 2831.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. *The right to inspect and review the student's education records within forty-five (45) days of the day ACS receives a request for access.* Parents or eligible students should submit a written request to ACS that identifies the record(s) they wish to inspect. ACS will make arrangements for access and notify the parents or eligible students of the time and place where the records may be inspected.
2. *The right to request the amendment of the student's education records that the parents or eligible students believe are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.* Parents or eligible students may ask ACS to amend a record that they believe is inaccurate or misleading. They should write to Terri Ferry, Director of Student Services; clearly identify the part of the record they want changed; and specify why it is inaccurate. If ACS decides not to amend the record as requested by the parents or eligible students, ACS will notify the parents or eligible students of the decision and advise them of the right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parents or eligible students when notified of the right to a hearing.
3. *The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.* One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interest. A school official is a person employed by ACS as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Anderson County School Board; a person or company with whom ACS has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a

disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his/her professional responsibility. Upon request, ACS discloses education records without consent to officials or another school district in which a student seeks or intends to enroll. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parents or eligible students of the records request unless it states in its annual notification that it intends to forward records on request.]

4. *The right to file a complaint with the U.S. Department of Education concerning alleged failures by ACS to comply with the requirements of FERPA.* The name and address of the office that administers FERPA:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901

5. Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations with a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two Federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

ACS has designed the following information as directory information: student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major course of study; dates of attendance; grade level; participation in officially recognized activities and sports; weight and height of members of athletic teams; diplomas, honors and awards received; and the Anderson County school(s) attended.

ANDERSON COUNTY SCHOOLS' MISSION

Our mission is to prepare students to **SOAR** in a global society. This will be accomplished by creating a learning environment that incorporates:

- S**uperior teachers.
- O**utstanding leadership.
- A**ccountable fiscal stewardship.
- R**esounding community acceptance.



ANDERSON COUNTY SCHOOLS' VISION

Anderson County Schools will be recognized by students, parents, guardians, teachers, professional educators, and community members as the system of choice by:

- Publicizing and adhering to its belief statements.
- Fulfilling its mission statement.
- Employing teachers who love to teach and inspire all students to learn.
- Adopting and implementing best practices based on the idea of continuous improvement as validated by statistical data.
- Utilizing clear, timely, and persuasive communication to unite government, business and industry, local citizenry, and the educational community to achieve the goal of excellence in education.
- Updating and maintaining regularly the operating policies, procedures, and business rules to optimize student growth and performance.

ANDERSON COUNTY SCHOOLS' BELIEFS

- **TALENT CAN BE DEVELOPED** – All students have potential that can be developed if we provide quality teaching and conditions.
- **PREVENTION OF LEARNING PROBLEMS AND FAILURE** – Excellent instruction prevents many learning problems and failure.
- **OPTIMISM** – Optimism about people, education, and the future serves all of us best.
- **COOPERATION IN LEARNING** – All learning experiences encourage and teach students how to cooperate.
- **INCLUSIVE PROGRAMS** – All programs are inclusive and offer powerful learning opportunities for all students.
- **MASTERY LEARNING** – Students always must know what they are to learn, how they are to learn it, why they should learn it, and how well they are doing and to lead students to their maximum achievement.
- **TRUST** – Trust should bond the community, students, teachers, administrators, and parents in shared decision-making.
- **SUCCESS** – Success should be the norm.
- **VALIDATION AND AFFIRMATION** – People grow best through sincere praise and validation.

DIRECTORY OF ANDERSON COUNTY SCHOOLS

Anderson County Career & Technical Center
www.acctc.acs.ac
140 Maverick Circle, Clinton, TN 37716
Principal: Mr. Kelly Myers
Assistant: To be announced
Secretary: Ms. Bobbie Sexton/Ms. Dorothy Fraker
Phone: 457-4205 FAX: 457-1715

Anderson County High School
www.achs.acs.ac
130 Maverick Circle, Clinton, TN 37716
Principal: Mr. Greg Deal
Assistant: Ms. Andrea Russell/Mr. Travis Freeman
Secretary: Ms. Pam Foust
Phone: 457-4716 FAX: 457-3398

Andersonville Elementary School
www.aes.acs.ac
1951 Mountain Road, Andersonville, TN 37705
Principal: Ms. Beth Roeder
Secretary: Ms. JoAnn Leach
Phone: 494-7695 FAX: 494-5484

Briceville Elementary School
www.bes.acs.ac
103 Slatestone Road, Briceville, TN 37710
Principal: Ms. Sandra Patton
Secretary: Ms. Tonya Roldan
Phone: 426-2289 FAX: 426-6451

Claxton Elementary School
www.ces.acs.ac
2218 Clinton Highway, Powell, TN 37949
Principal: Mr. Myles Hebrard
Assistant: Ms. Shelby Haun
Secretary: TBA/Ms. Mary Ann Swafford
Phone: 945-2222 FAX: 945-3797

Clinton Middle School
www.cms.acs.ac
110 North Hicks Street, Clinton, TN 37716
Principal: Mr. Bob Stokes
Assistant: Mr. Kelvin McCollum
Secretary: Ms. Tina Spears
Phone: 457-3451 FAX: 457-9486

Clinton High School
www.chs.acs.ac
425 Dragon Drive, Clinton, TN 37716
Principal: Ms. Linda Davis
Assistant: Ms. Angela Carico and Mr. Scott Herrell
Secretary: Ms. Anna Waldroup
Phone: 457-2611 FAX: 457-8805

Dutch Valley Elementary School
www.dves.acs.ac
1044 Old Dutch Valley Road, Clinton, TN 37716
Principal: Mr. Mike Harmening
Secretary: Ms. Carla Golden
Phone: 457-2599 FAX: 457-0152

Fairview Elementary School
www.fes.acs.ac
6715 Hickory Valley Road, Heiskell, TN 37754
Principal: Ms. Karen Cupples
Secretary: Ms. Robin Hatmaker
Phone: 494-7959 FAX: 494-6880

Grand Oaks Elementary School
www.goes.acs.ac
1033 Oliver Springs Highway, Clinton, TN 37716
Principal: Ms. Katrina Oakley
Secretary: TBA
Phone: 435-7506 FAX: 435-5346

Lake City Elementary School
www.lces.acs.ac
402 Lindsay Street, Lake City, TN 37769
Principal: Mr. John Derek Faulconer
Assistant: Ms. Lynn Ward
Secretary: Ms. Anita Sharp/Ms. Stacy Young
Phone: 426-2108 FAX: 426-2110

Lake City Middle School
www.lcms.acs.ac
1132 South Main Street, Lake City, TN 37769
Principal: Ms. Paula Sellers
Secretary: Ms. Stephanie Kirk
Phone: 426-2609 FAX: 426-9319

The Learn Center
www.tlc.acs.ac
935 N. Charles Seivers Blvd., Clinton, TN 37716
Principal: Mr. Gary Houck
Assistant Principal: Mr. Darren Leach
Secretary: Ms. Connie Cox
Phone: 457-7462 FAX: 457-6546

Norris Elementary School
www.nes.acs.ac
42 East Circle Road, Norris, TN 37828
Principal: Ms. Jess Anne Cole
Secretary: Ms. Martha Bridges
Phone: 494-7422 FAX: 494-9764

Norris Middle School
www.nms.acs.ac
5 Norris Square, Norris, TN 37828
Principal: Mr. Jeff Harshbarger
Assistant: Mr. Rob Cummings
Secretary: Ms. Brenda Heatherly
Phone: 494-7171 FAX: 494-6693

Norwood Elementary School
www.nwes.acs.ac
809 Tri-County Blvd., Oliver Springs, TN 37840
Principal: Mr. Wayne Patton
Secretary: Ms. Faye Hopwood
Phone: 435-2519 FAX: 435-2758

Norwood Middle School
www.nwms.acs.ac
803 Tri-County Blvd., Oliver Springs, TN 37840
Principal: Mr. Danny Richards
Secretary: Ms. Kim Arthur
Phone: 435-7749 FAX: 435-5426