



**WILLIAM BLOUNT HIGH SCHOOL**  
219 County Farm Road  
Maryville, TN 37801  
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Fax (865) 977-0153  
Principal: Steve Lafon

This planner belongs to:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Counselor: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_

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### **MISSION**

William Blount High School's mission is to facilitate **S.U.C.C.E.S.S.** for all students.

Skill development  
Unity  
Citizenship  
Communication  
Educational & Career Opportunities  
Social & Physical Well Being  
Safety

### **BELIEFS**

**WE BELIEVE THAT...**

- Instructional methods must be adapted to meet individual needs.
- A safe and physically comfortable environment promotes student learning.
- Parental involvement promotes student achievement.
- Parents, teachers, and other community members should share the responsibility for student achievement and for accomplishing the school mission.
- Rules must be regularly communicated and consistently enforced.
- Students succeed by regularly attending school, by engaging in social and academic activities, and by being actively involved in the learning process.
- Students must be held accountable for their actions in order for them to understand the value of appropriate decision-making.
- Students should develop a personal value system and professional work ethic.
- Student assessment must involve short and long-term goals relevant to class work and success in life.

### **VISION**

William Blount High School will be a learning community that prepares students to strive for lifelong success, to communicate effectively, and to set and meet their goals.

**STUDENT IDENTIFICATION AND STUDENT PLANNER**

All students are required to obtain an identification card (I.D.). Students must have the I.D. with them at all times, and present to any member of the faculty upon request. Failure to do so may result in disciplinary action. A computer bar code will be included on the I.D. for library checkout. If you lose your I.D., new ones are made in the library at a cost of \$5.00. Students are also required to carry this planner at all times and present it to obtain a hall pass or attend clubs or activities.

**PARENTAL CONFERENCES**

Parents are encouraged to schedule appointments in advance to visit the school for conferences. Please call a secretary to schedule conferences with administrators, guidance counselors, or teachers (984-5500).

Conferences with teachers can be scheduled from 8:10-8:30 a.m. or 3:30-3:45 p.m. and with principals or guidance counselors during the school day from 9:00 a.m. until 3:00 p.m.

Parents have the right to review their child’s teacher qualifications.

All teachers assigned to William Blount High School are highly qualified according to *No Child Left Behind (NCLB)* guidelines. Parents have the right to check the licensing qualifications of teachers by visiting the Tennessee Department of Education website at <http://state.tn.us/education/>.

**GUIDANCE DEPARTMENT AND COUNSELORS**

Guidance counselors are trained to assist students with personal problems, discuss career objectives, choose the right college program or technical school and work with parents. Students should feel free to make an appointment. Transcripts of school records are acquired through the guidance department.

**GRADUATION REQUIREMENTS**

**New Graduation Requirements**

High school programs in Blount County follow the *Tennessee Diploma Project* requirements implemented in 2008. Graduation requirements prior to the 9<sup>th</sup> grade entry year of 2009-2010 remain in effect for students who were in high school before the change.

Graduation requirements for students entering 9<sup>th</sup> grade in 2009-2010:

**READY CORE:**

English	4
Mathematics	4
Science	3
Social Studies	3
Health, Physical fitness and wellness	1.5
Personal finance	.5

No courses may be taught below the college preparatory level.

The 4 units of math must be taken 1 per year, and must include at a minimum Algebra I **and** Algebra II, Geometry and another mathematics course beyond Algebra II.

Students must complete Biology I, **Chemistry or Physics** and a 3<sup>rd</sup> lab science.

All students will pursue the same “path” or focused program of study, including an elective focus of no less than 3 credits.

**All** students (except in limited circumstances that must be approved) will complete 2 years of a foreign language and one fine art course.

End of course examinations in grades 9-12 are administered following the Tennessee Department of Education testing requirements. Results are factored into the student’s final grade for the course following state guidelines.

In order to graduate with “honors” students will have to reach all subject area benchmarks on the ACT. .

Blount County Schools requires the completion of the minimum state requirements plus locally required additional elective course work for a total of 28 credits in order to receive a William Blount or Heritage High School diploma.

Students in Blount County high schools may be awarded a state diploma when the minimum state graduation requirements are met (including required credits and state mandated tests). The state diploma may be awarded upon completion of the minimum requirements in effect for the individual student, with written agreement of the parent/guardian (or the student if over age 18). Regular diplomas from Heritage High School and William Blount High School are awarded to those students meeting state **and** local requirements in effect at the beginning of the year he/she entered 9<sup>th</sup> grade.

**Graduation requirements for current 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> graders.**

The State Department of Education requires 14 units of credit, and Blount County requires four credits in social studies to include World Geography or World History, U.S. History, Government and Economics. In addition to the core curriculum, students are also required to complete a university, technical or dual preparation curriculum.

<u>Core Curriculum</u>	<u>Credits</u>
English/Language Arts	4
Mathematics	3
Science (including labs)	3
Social Studies*	4

Wellness	1
Computer related course	$\frac{1}{1}$
Total	16

<b><u>University Preparation Curriculum</u></b>	<b><u>Credits</u></b>
Foreign Language	2 (of a single language)
Fine Arts	1

**Technical Preparation Curriculum**  
 Program of study in a cluster/interest area 4

<b><u>Dual Preparation Curriculum</u></b>	
Foreign Language	2 (of a single language)
Fine Arts	1
Program of study in a cluster/interest area 4	

**Classification Requirements**

Credit requirements for the school year 2008-2009 are as follows:

- Sophomores must have passed 5 credits
- Juniors must have passed 12 credits
- Seniors must have passed 20 credits

Students must meet both the core requirements and the requirements for technical, university, or dual path. In addition, they must take elective courses to add up to the total of 28 credits required locally for graduation.

**Tennessee Uniform Grading System**

Numerical Grade	Letter Grade	Grade Points
100-93	A	4.0
85-92	B	3.0
75-84	C	2.0
70-74	D	1.0
0-69	F	0

For specifics on course weighting for honors classes see curriculum guide page 3.

**STUDENT REPORT CARDS**

In grades 10-12, the academic year is divided into two terms of eighteen weeks. Each eighteen-week term generates one full credit in a course. In the Ninth Grade Academy, courses may be full-year or semester-long, and each successfully completed course will result in

earning one credit. Grade reporting occurs two times during the eighteen-week term: at the end of the first nine weeks and at the end of the term. Progress reporting occurs at the midpoint 4 1/2 weeks of each nine-week period. Progress reports will be given by each teacher to be taken home for a parent or guardian's signature. Term exams are held at the end of each semester. All students, excluding second semester seniors who meet requirements, will be required to take term exams. Term exams will count 20% of the grade for that term. If the class requires a Gateway test or end of course state- mandated test, that test will count as 15% of the student's final grade, and the term exam will count as 5%.

#### **ATHLETIC ELIGIBILITY**

All athletes must pass three classes out of four in the preceding term and meet all other TSSAA guidelines in order to be eligible to participate in TSSAA contests. It is the student's responsibility to ensure that these requirements are met.

Student athletes planning to enter Division I and II colleges and universities must conform to NCAA standards. It is the responsibility of the student to meet with guidance counselors to ensure that these standards are met. This should be done on a year-to-year basis.

#### **DRIVER'S LICENSE COMPLIANCE & FORMS**

Any person between the ages of fifteen and seventeen shall present to the Department of Safety a Certification of Compulsory School Attendance form in order to be eligible to receive a driver's license or permit. A student must not have 15 or more unexcused absences in a term or 10 or more consecutive unexcused absences. A student must have a passing grade in at least one-half full unit subjects he or she is taking. This would be two full credits at the main building and three full credits at the ninth grade academy. Drivers Education does not count as a full credit.

The following information comes from TCA 49-6-3017 and may be beneficial.

1. Notice will be given to the Department of Safety of any students 15 and older who withdraw from school. (10 days consecutive or 15 cumulative unexcused absences per term)
2. Notice will be given to the Department of Safety of any students 15 and older if they do not have satisfactory academic progress (earn one-half credits each term)
3. Once notice is received, students may have his or her driver's license suspended.
4. If a student has his/her driver's license suspended twice due to truancy or unsatisfactory academic progress before he/she turns 18, he/she loses it until his/her eighteenth birthday.
5. When a student's name is turned in to the Department of Safety and a driver's license has not been issued, the notice

will go on record, and that student will be charged a fee in addition to other costs involved for the privilege to obtain a license.

6. The Department of Safety will send notification to the student requesting that he/she surrender the license. If the license is not received by the Department of Safety, the student will be charged a fee in addition to other costs involved to have the license reinstated.
7. Suspensions are to be counted as unexcused absences for purposes of this law. Students may pick up 1010 forms in the Student Affairs Office after 8:15 a.m.
8. In order for a student to regain compliance, s/he must pass at least one-half of his or her classes and cannot have 10 consecutive unexcused or 15 total unexcused in the semester. Reinstatement forms cannot be given until the end of the next semester to assure students are in compliance.

### **ATTENDANCE POLICIES & PROCEDURES**

Students are required to be in class a minimum of 80 out of 90 minutes in a block class; therefore, a student cannot miss more than ten minutes in any class without being counted absent for that class period. **An absence in the class will be recorded for any student who is more than 10 minutes late or leaves class more than 10 minutes prior to class dismissal. When an absence is necessary, the parent or guardian should notify the school in writing of the reason for the absence.** Students are considered truant under the following circumstances:

1. Leaves school without permission and does not follow procedures for signing in and out.
2. Leaves school at lunch.
3. Is absent from school without permission from parents.
4. Obtains a pass and does not report to the specified destination.
5. Comes to school but does not attend class.

\*Truancy cases will be reported to the attendance supervisor. First offense will be at least a one-day suspension. Second and subsequent offenses will result in a long-term suspension.

The school system will acknowledge the following reasons for absences and making up work:

- A. Student personal illness
- B. Death in family (not to exceed 3 days)
- C. Illness in family requiring child to give temporary help (a physician statement is required)
- D. Religious observances
- E. Absences excused by the Principal. The parent will need to consult the principal. If both principal and teacher agree that the absence is legitimate, the absence shall be excused, if requested at least three days in advance. Vacations need to be

taken during breaks. No leave will be granted during the last two weeks of a term.)

F. Approved school-related activities.

G. Circumstances which in the judgment of the principal create emergencies over which the student has no control. The excused absences mentioned above will grant the student permission to make up all work without penalty. Parent's signature or doctor's note will be accepted to justify any of the above seven reasons for seven classes per block per academic term. The eighth absence and all absences thereafter in a term will be counted unexcused, unless they are appealed and approved by the principal and appeals committee. **If a student's absences do not come under one of the above categories, he or she will be given an unexcused absence and not be allowed to make up work missed.** All absences incurred by a student are included in the student's total. Heritage High School and William Blount High School distinguish between unexcused and excused absences only for the purpose of granting credit for work missed due to an absence.

All notes should be valid in the judgment of the principal or attendance personnel. *Any note that has been tampered with will be considered invalid, an unexcused absence will be issued, and disciplinary action will be taken.* Failure to bring a note will result in unexcused absence(s). Students have three days to bring in either a parent note or a legal note. Students should be in line by 8:00 a.m. to obtain absentee or dismissal slips. Notes must be on writer's table by 8:25 a.m. to avoid being tardy. *Any counterfeiting of documents related to absence will result in a minimum 5-day suspension.*

**If a student incurs more than seven (7) absences in a class in one term (August-December or January-May), no credit will be granted, regardless of the student's grade in that class.** An appeal for credit can be submitted in writing to the Attendance Appeals Board at the school through the principal's office.

#### **BUS NOTES**

Students who wish to ride home on a bus other than the one they usually ride must provide written documentation of parental permission. A note from the student's parent must be turned in to the student affairs office by 8:30 A.M. in order to provide time to verify the note.

#### **EARLY CHECK OUTS**

In order for a student to leave early, the student must bring a parent note stating the reason the student must leave as well as the time he or she is to be dismissed. This note should be presented to the admit table prior to 8:25 A.M. in order for the school to call the parent and verify the note. If the school cannot verify a note by phone, the student will not be permitted to leave. The student will be given an unexcused absence until an excuse from the parent, doctor, dentist, court, etc. is returned to the school.

### VISITORS

Students cannot have visitors at school. All persons entering the school must report to the main or vocational office to obtain a visitor's pass, which must be worn while in the building.

### PROCEDURES FOR SICKNESS & EMERGENCIES

- Students should report to class FIRST if they become ill. The student should then have a teacher sign the student agenda; then the student should report to the clinic with a pink note issued by teacher. Please note: Students must have a current clinic form on file in the clinic before the nurse can see them.
- Students may remain in the clinic, as determined by the nurse.
- The nurse will determine whether the student should be sent home or return to class.
- Students who feel they must leave school due to illness MUST check out from the clinic only after their parents are notified. The nurse will sign the pink note indicating that the parents have been notified and the student has been granted permission to leave.
- The clinic will maintain a daily log of all students who utilize that facility.
- Medical treatment will be rendered if the school nurse is present; if not, the parent may be called for permission for treatment by the appropriate school official.
- All medication that a student must take on a doctor's orders should be registered and left in the clinic by the student's parent. It can be taken as prescribed in the clinic.
- Being sick and/or loitering in a restroom for a whole period IS NOT acceptable as an excuse. Individuals who are sick need to be under appropriate supervision in case of an emergency.
- See the next section on medication.

### MEDICATION

Students taking prescribed medication are required to identify themselves to the appropriate school officials. If it is necessary that the medication be taken during the school day, it will be kept and administered by the appropriate officials. All prescribed medication should be brought in by a parent and left with the school nurse. All prescriptions should bear the name of the drug or medication, directions to be followed, and the name of the pharmacy where the prescription has been filled. Intoxication from over use or abuse of prescribed drugs shall be considered in the same manner as intoxication from illegally obtained substances. **Students shall not be in possession of medication (prescribed or over-the-counter) at school.**

Use, possession, or transmission of prescribed or over-the-counter medications is considered a violation of the alcohol and drug abuse policy unless the previous guidelines have been followed.

All medication left at the end of the school year **MUST** be picked up by the PARENT(S) **WITHIN FIVE DAYS** or the medicine will be disposed of as per school district policy.

### **WITHDRAWAL OR TRANSFER**

Any student who plans to withdraw or transfer from William Blount High School for any reason should report to the main office with a parent. The correct procedure will be explained to the student. All obligations such as turning in books, paying fees and/or fines, etc. must be taken care of before withdrawing or transferring to another school. Transcripts will not be forwarded until all obligations are cleared.

### **TARDINESS**

Students are considered tardy to class if they are fewer than ten minutes late. Unexcused tardies will be handled as follows:

***First tardy*** --- Warning

***Second tardy*** -- 1 hour of detention assigned by the teacher

***Third tardy-fifth tardy*** -- referral to student affairs office (1 day Alternative Interim Setting)

***Sixth tardy and above-*** out-of-school suspension.

### **HALL PASSES**

Students are expected to be in their assigned classes. Wandering around the campus or in the halls and loitering in the restrooms will not be tolerated during class hours and will be considered as cutting class/truancy, which may warrant suspension. **Students who have permission to leave their class must sign out, show their I.D., wear a hall vest, and have their planner signed and with them at all times.**

### **TEXTBOOKS**

Students will be required to pay for lost or damaged textbooks as well as pay for damage to textbooks. The school will assume no liability for stolen, lost, or vandalized textbooks. Once books are issued, the student is responsible for them. Students must purchase a lock from the student affairs office in order to secure their locker.

### **WITHOLDING REPORT CARDS**

When a student owes a financial obligation to the school, a hold is placed on his or her report card and other official records. This is called a "blue hold."

Blue holds will be issued for:

1. Fines for overdue library books.
2. Fines for the abuse of school parking privileges and other school rules developed for the safe and efficient operation of the school.
3. Charges for lost, damaged, or destroyed textbooks, library books, workbooks, or other school property.
4. Charges for debts owed to the school.

5. Refundable deposits for locks and other security devices required for protection of school property when used in not-for-credit, extracurricular activities.
6. Cost to participate in not for credit extra-curricular activities, including athletics.

The school district provides adopted textbooks at no cost to students. Students who lose or damage a textbook to the extent that it is no longer usable will be charged full replacement cost of the textbook.

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

Blue holds are kept and should be paid in guidance.

### **LIBRARY REGULATIONS**

When visiting the library, the student will need a planner signed by the teacher noting the purpose of the visit. Upon arrival at the library, the student should give his or her planner to the librarian and sign in at the circulation desk.

The student ID serves as a library card. The ID will be used for checking out books and using the library computers. A student may have up to four books checked out at any given time. Books are checked out for two weeks. Non-academic magazines may be checked out for a period of three days.

The library provides computers for students. **The Blount County Internet Acceptable Use Policy**, in this planner, must be signed by the student and his or her parent or guardian. Students will not be allowed to use a computer without a current I.D. Students should return the completed form to the homeroom teacher to have his or her ID punched by a librarian. The punched ID allows the student to have computer privileges. Students should read the agreement carefully. Any breach of the agreement will result in suspension of computer use at school.

### **DRESS CODE**

The Blount County Board of Education recognizes the effect that student dress and grooming have upon student behavior and learning. Student dress and grooming considered disruptive to health or safety is not appropriate. In keeping with the educational purpose of public education, students are expected to dress and groom themselves as individuals with a sense of responsibility. Each student is expected to keep his or her person and clothing neat and clean. It is expected that students, while exercising the right to dress and groom themselves in an individual way, will also show through their appearance, a high degree of respect for the standards of decency, cleanliness, and style acceptable by the school.

When a student, in the principal's judgment, is attired in a manner which is likely to cause disruption or to interfere with the operation of the school, the principal shall administer appropriate consequences, which may include suspension.

Following is a partial list of restrictions at Blount County middle and high schools. **The principal shall have the authority to exclude any other attire which causes disruption or which adversely affects the educational atmosphere.**

1. Shoes will be worn at all times. No house shoes.
2. Skirts must be at the knee in length.
3. Shorts must be at the knee in length. Acceptable shorts include Bermuda/walking shorts; culottes/split skirts/skorts; and cutoff shorts that are neat in appearance, are appropriate in length, or are commercially made to look like cutoffs.
4. The following items may not be worn during the school day:
  - a. caps and hats (not allowed in the building); gang-related apparel such as altered hats, hair nets, and bandannas of any color;
  - b. torn, cut-off, or damaged clothing;
  - c. sleeveless or backless dresses/blouses, shirts;
  - d. pajama tops and bottoms;
  - e. see-through clothing;
  - f. clothing which exhibits written, pictorial, or implied references to illegal substances, drugs or alcohol, negative slogans, vulgarities, or which causes undue disruption to the educational process; apparel that is sexually suggestive or that features crude or vulgar commercial lettering or printing and/or pictures that depict drugs, tobacco, alcoholic beverages, racial/ethnic slurs or gang affiliation;
  - g. clothing that exposes the midriff;
  - h. shorts made of spandex, or shorts of a less-than-modest length or fit;
  - i. wallet chains or chains of any kind;
  - j. oversized apparel, including saggy pants worn low on the waist, overalls with unfastened straps, and pants that are cut off below the knees (and worn with knee socks);
  - k. belts which are extra long with excess hanging loosely or belt buckles bearing initials that designate gangs; and
  - l. All tattoos, brands, and visible body piercings (excluding the ears) must be completely covered.
  - m. Hairstyle, coloring, or grooming that distracts from the school setting.
  - n. Grills on teeth.

If a student cannot comply with the dress code based on special conditions or religious beliefs, his or her parent or guardian may write a letter explaining the situation to the Director of Schools and the principal. Each case will be dealt with on an individual basis.

The school principal may allow special dress on special occasions such as field trips, field days, theme days, school spirit days, etc. The principal may allow special dress for specific classes or further restrict dress in certain classes such as gym, career/technical classes (shops), science labs, etc.

### **DETENTION**

When a student is assigned detention, he or she will be given a minimum of five days to serve it. The student may choose a session from the schedule below. Failure to serve detention will result in in-school suspension.

Detention schedule:

Monday, Tuesday, Wednesday 3:40-4:30 PM

Thursday 7:30-8:20 AM

Friday: No detention

Students will not be permitted to serve detention if they arrive late. Students may be dismissed from detention for being disruptive.

Academy detention will be assigned by administration during the school day.

### **BLOUNT COUNTY SECONDARY SCHOOLS DISCIPLINE POLICY**

In keeping with the educational purpose of public education, students are expected to conduct themselves in a manner conducive to an educational atmosphere. Discipline is used as a corrective measure, and the type used depends upon the severity of the violation, what is required by established policy, and the student's attitude. Any principal of any public school in this state is authorized to suspend a pupil from attendance at such school, including its sponsored activities, or from riding a school bus, for good and sufficient reasons. Good and sufficient reason for such suspension may include, but shall not be limited to:

- a. willful and persistent violation of the rules of the school;
- b. truancy;
- c. immoral or disreputable conduct or vulgar or profane language;
- d. violence or threatened violence against the person of any personnel attending or assigned to any public school;
- e. willful or malicious damage to real or personal property of said school, or the property of any person attending or assigned to said school;
- f. marking, defacing, or destroying school property;
- g. inciting, advising, or counseling of others to engage in any of the acts heretofore enumerated;
- h. possession of a pistol, gun, or firearm on school property;
- i. possession of a knife, etc., as defined in Section 39-901 Tennessee Code Annotated, on school property;
- j. assaulting a principal or teacher with vulgar, obscene or threatening language;
- k. students will not consume, possess, distribute, market or be under the influence of illegal drugs or alcoholic beverages in school buildings or on school grounds, in school vehicles or

buses, or at any school-sponsored activity at any time, whether on or off school grounds (as stated in Blount County School Board policy)

- l. any other conduct prejudicial to good order or discipline in any school.
- m. commission by the student of a felony outside of school
- n. making a threat, including a false report, to use a bomb, dynamite, any other deadly explosive or destructive device including a chemical weapon on school property or at a school sponsored event.
- o. Two or more students initiating a physical attack on a individual student on school property or at a school activity, including travel to and from school.

Any student suspended from school is also suspended from all school-related extracurricular activities until reinstated. Students attending the alternative school are suspended from the home school and are therefore not eligible to participate in any home school related activities. Alternative school students completing the requirements for graduation may, with permission of the principal, participate in commencement.

#### **OTHER SUSPENDABLE OFFENSES**

The first violation of the following may warrant a suspension or referral to the Discipline Hearing Authority. Any subsequent violation will result in a referral to the DHA:

- a. Vandalism of school property
- b. Vandalism of Blount County School employee's property
- c. Abuse of faculty
- d. Possession and/or use of fireworks or explosive devices
- e. Stealing and/or possession of stolen articles
- f. Inappropriate behavior on school trip
- g. Obscene gestures
- h. Inappropriate gestures or behavior in school pictures, yearbooks, etc.

#### **PUNISHABLE OFFENSES THAT MAY WARRANT SUSPENSION**

- a. Insubordination--Defiance of authority
- b. Disrespect
- c. Forgery
- d. Excessive tardiness
- e. Class truancy
- f. Minor destruction of school property--students will also pay damage
- g. Leaving school grounds without permission
- h. Extortion--obtaining something from someone through force or threat
- i. Violation of parking contract
- j. Profane language or suggestive signs

- k. Bus disruption
- l. Giving false information on school records
- m. Harassment
- n. Fireworks or explosive devices (See weapons.)
- o. Misuse of computers/Internet
- p. Use of pager/beeper, cell phone, or any other electronic device as defined on page 21.

### **SAFETY OF STUDENTS**

To protect Blount County School students, **only see-through book bags, duffel bags, backpacks, tote bags, and athletic bags will be allowed.**

William Blount High School will not be responsible for the theft of any item or items prohibited from use on this campus (i.e. cell phones, mp3 players, cameras etc.) The theft of these items will not be investigated by the administration or school resource officer.

Working in conjunction with the Blount County Sheriff's Department, William Blount High School will have a school resource officer (SRO) on staff. The officer will assist students and staff in all matters dealing with school safety and the prevention, detection and adjudication of any criminal activity. Students wishing to talk with the SRO should notify the secretary in any school office.

### **WBHS Safe and Drug- Free School Tip Line**

984-5500 ext. 57-TIPS (57-8477)

### **SAFE SCHOOLS**

Under the Tennessee State Board of Education's Unsafe Schools Policy, any public school student who is the victim of a violent crime as defined in TCA 40-38-111(g) or the attempt to commit one of these offenses as defined under TCA 30-12-101, shall be provided an opportunity to transfer to another grade-level appropriate school within the district.

### **DISCIPLINARY HEARING AUTHORITY**

Students will be referred to the Disciplinary Hearing Authority when efforts to discipline students by the school have not been effective and/or when serious disciplinary problems occur. The discipline hearing authority is composed of the coordinator of alternative programs or his designee, central office supervisor, and a principal. The committee will hear the charges from the school, the response to the charges, and comments from the student and his/her parents. The committee may then extend the suspension of the student, place the student in the Alternative School, or place the student back in school.

### **APPEAL PROCESS**

Parents and educators have the right to appeal suspensions mandated by school administrators or by the disciplinary hearing authority. Appeals of suspensions given by assistant principals are

made by contacting the principal. Appeals of suspensions by principals are made to the Disciplinary Hearing Authority by contacting the Coordinator of Alternative Programs at 984-9420. Disciplinary Hearing Authority suspensions/expulsions are appealed to either the Superintendent (zero tolerance violations) or to the Board of Education (all other violations).

#### **TOBACCO USE POLICY**

Students shall not use or possess tobacco or tobacco products on school property or school buses. This policy shall be in effect during the school day, while riding the bus to or from school, while waiting on a bus at any school and, also, while participating in or attending extracurricular or other school sponsored activities.

Violation of the tobacco policy will result in suspension from school. The penalty for the first violation will be suspension for one day. The penalty for the second violation will be suspension for two days. The third violation will result in a five-day suspension. The fourth and subsequent violations will result in referral to the Disciplinary Hearing Authority.

**Public Chapter 354** requires a law enforcement official or principal to issue a juvenile court citation for students who unlawfully possess tobacco products.

#### **ALCOHOL AND DRUG ABUSE**

No student shall use, possess, sell, transmit, or conspire to transmit any narcotic drug, amphetamine, barbiturate, hallucinogenic drug, marijuana, alcoholic beverage, or intoxicant of any kind (or look-alike or bogus drugs, etc.), or to possess drug paraphernalia as described in TCA-39-6-456, or to conduct himself/herself in such a manner as to be prejudicial to the good order and discipline in the school

- a. on the way to or from school;
- b. on school grounds during and immediately before or immediately after school hours;
- c. on the school grounds at any other time when the school is being used by any school group, or
- d. off the school grounds at a school activity, function, or event.

Any student who violates this policy will be automatically referred directly to the Disciplinary Hearing Authority. Prior to the student's re-admittance to school, the student and his or her parents must appear before the principal and request admittance. The principal may temporarily admit each student pending the student's appearing before the Board of Education for the purpose of requesting re-admittance.

Any student who knowingly possesses, sells, or transmits on school grounds or at a school function a narcotic drug, amphetamine, barbiturate, hallucinogenic drug, marijuana, alcoholic beverage, or

intoxicant (or look-alike drug or substance) of any kind shall be reported to the proper law enforcement authorities and such student shall be suspended pending the results of the legal investigation made and adjudication of the case if applicable. If a student is convicted of violation of the drug control law, the student shall be subject to being permanently expelled from Blount County Schools.

#### **HEALTH SCREENINGS**

The state of Tennessee requires all school systems to conduct yearly blood pressure, height, and weight screening on all students in grades K, 2, 4, 8 and one high school grade level. Vision and hearing screenings are conducted for new students and for those suspected by their teacher of having a vision or hearing problem. Occasional lice screening will be conducted on an as-needed basis. Parents should send a note to their student's homeroom teacher if they do not want their child to participate in blood pressure, height, or weight screening. Please include the student's name, school, grade, teacher, and parent/guardian signature.

#### **FAMILY LIFE CURRICULUM**

Family Life Curriculum is offered in high school wellness. The eighth grade and high school courses focus on medical consequences of teen sexual activity, relationships, and character education. The high school courses are taught by representatives of "Just Wait" ([www.justwait.com](http://www.justwait.com)). Parents have the right to view the curriculum at the public hearing on August 06, 2009 from 4 to 7 P.M. at the Blount County Schools central office, 831 Grandview Drive, Maryville, TN. Parents should send a note to their student's teacher if they do not want their child to participate in family life curriculum. Please include the child's name, school, grade, teacher, and parent or guardian's signature.

#### **MENINGOCOCCAL DISEASE AND VACCINES**

Meningococcal disease is a serious bacterial illness caused by the bacterium neisseria meningitides. It is a leading cause of meningitis in children two through eighteen years of age in the U.S. College freshmen who live in dormitories and teenagers ages 15-19 have an increased risk of contracting meningococcal disease. It is spread person-to-person through the exchange of respiratory and throat secretions. The most common symptoms are high fever, chills, lethargy, and a rash. If meningitis is present, the symptoms will also include headache and neck stiffness, and seizures may also occur. In overwhelming meningococcal infections, shock, coma, and death can follow within several hours, even with appropriate medical treatment. Vaccines against meningococcal disease are available at the health department and your health care provider. This is not a required immunization for school; however, a dose of MCV4 is recommended

for children and adolescents 11-18 years of age. More information is available from the Centers for Disease Control and Prevention website ([www.cdc.gov](http://www.cdc.gov)).

### **WEAPONS AND DANGEROUS INSTRUMENTS**

Blount County Schools will tolerate no acts of violence or threats to the safety of its students or employees.

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

Dangerous weapons for the purposes of this policy shall include, but are not limited to, any firearm, explosive weapon, knives of any kind, ice pick, dagger, slingshot, switchblade knife, blackjack, knuckles, or any other instrument or substance used in a manner which renders the item dangerous or which is intended to do harm to another person.

Students who violate this policy will be expelled under the guidelines of the Disciplinary Hearing Authority for a period of not less than one year. The superintendent will have the authority to modify this expulsion requirement on a case-by-case basis with the student then having the right to appeal to the Board.

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

### **FIGHTING AND THREATENING VIOLENCE**

Penalties for students who fight and threaten violence to other students in Blount County Schools will be:

First offense: Five days suspension

Second offense: Suspension and referral to disciplinary hearing authority.

### **BOMB THREAT/FIRE ALARM**

Any student who makes a bomb threat or maliciously pulls a fire alarm shall be suspended and referred to the Discipline Hearing Authority. The DHA shall suspend for a minimum of a one-year period. Also, legal action will be taken.

### **GENERAL RULES FOR STUDENTS**

- a. Do not block the hallways.
- b. Be in class before the tardy bell rings.
- c. Return cafeteria trays with dishes and utensils to the provided area and dispose of all litter into the disposal cans.
- d. Do not leave books or purses unattended at any time.
- e. **Do not return to the parking areas after entering the school building.**
- f. During lunch period, all students remain in the commons.
- g. **Do not bring radios, walkmans, CD players, etc. to school.**
- h. Report any suspicious activity or stranger to the main office.

- i. Leave valuables and excessive amounts of money at home.
- j. Keep car doors locked in parking areas.
- k. Check your car before getting into it.
- l. Do not sit in your car in parking areas.
- m. Playing cards (and/or trading cards), hackey sacs, and other toys are prohibited.**
- n. Do not go to a car during school related activities.
- o. Do not divulge your lock combination to anyone. Make sure your lock is secured after each use.
- p. Promote SAFETY at all times--no horseplay.
- q. Students who disrupt the normal school activities will be sent home for a period of time or until a parental conference is held.
- r. No student shall use the elevator unless authorized by a teacher, a principal, or main office personnel.
- s. Cell phones, pagers, and beepers are prohibited from use on campus.**
- t. Student couples are to conduct themselves in a proper manner. **No public display of affection will be allowed** (holding hands, hugging, kissing, etc.).
- u. Keep the restrooms clean for the use of your fellow students.
- v. Vocational students are not allowed in the main building while assigned to a vocational class.** All students should exit the main and vocational building by 3:40.

#### **CONSEQUENCES FOR INAPPROPRIATE BEHAVIOR**

- Conference with the principal
- Parent conference
- Detention
- Alternative Interim Setting (WBHS In-school suspension) is located in room 216.
- Suspension Center-- The suspension center is located on the Everett School Campus at 1500 Jett Rd., Maryville. Students who attend the suspension center can make up the work they miss and receive 100% of the grade. Parents must provide transportation to and from Everett. Daily school hours are 8:45 a.m.-3:45 p.m., and students must take their lunch.
- Out-of-school suspension-- Students who have serious disciplinary problems will be given out-of-school suspension. Out-of-school suspension is also used when students refuse other forms of disciplinary action.
- Probation contract
- Discipline Committee/Alternative School
- Expulsion

Each semester, a student is allowed a maximum of five days of in-school suspension (AIS). After those five days of AIS, the student may be placed on a suspension cycle consisting of one day out of school suspension (OSS), three days OSS, five days OSS, ten days OSS, and

finally a referral to a disciplinary hearing. For sufficient reason as described on page 12-14, a student may be suspended to a disciplinary hearing without completing the suspension cycle.

### **CHEATING**

The William Blount High School community highly values the academic and ethical integrity of its people and programs. Because cheating compromises that integrity, it is considered a serious offense. The prevention and elimination of cheating requires the diligence and coordinated efforts of the entire school community.

It is the student's responsibility to understand and acknowledge that the policy statements and cheating definitions of each of his or her teachers have been adequately explained. The student should refrain from cheating and from assisting others in cheating and will face applicable consequences, according to the specifics of his or her teacher's policy.

### **INTERROGATION AND SEARCH OF STUDENTS**

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

**Interrogations by Police (at Administrator's request):** If the principal has requested assistance by the police department to investigate a crime involving his/her school, the police shall have permission to interrogate a student suspect in school during school hours. The principal shall first attempt to notify the parent(s)/guardian(s) or legal custodians of the student of the intended interrogation unless circumstances require otherwise. The interrogation may proceed without attendance of the parent(s)/guardian(s) or legal custodians. The principal or his/her designee shall be present during the interrogation. The use of policewomen or female staff members is desirable in the interrogation of female students.

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

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

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

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

*Notice shall be posted in each school that lockers and other storage areas are school property and are subject to search.*

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

1. A particular student has violated policy;
  2. The search could be expected to yield evidence of the violation of school policy or disclosure of a dangerous weapon or drug;
  3. The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision and education of students;
  4. The primary purpose of the search is not to collect evidence for a criminal prosecution; and
  5. The search shall be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student, as well as the nature of the infraction alleged to have been committed.
- School officials may conduct hand-held or walk-through metal detector checks of a student's person or personal effects.

#### **OTHER INFORMATION**

A student may be placed on probation in conjunction with a suspension. Violations for the terms of that probation may lead to expulsion for the remainder of the school year. Students with a disciplinary record of violations in past school years shall be considered for strict probation on their first violation in the new school year.

A discipline file shall be maintained on every student who has been subject to a disciplinary action. Students who continue to have discipline problems/referrals will be subject to more extreme disciplinary action and possible referral to Disciplinary Hearing Authority.

All illegal acts will be reported to the appropriate law enforcement officials. Upon the recommendation of the administration, any offense that is a severe violation or discredit to the school and is not covered in this handbook, will warrant a suspension. Student suspensions require a successful parent conference prior to the reinstatement. The student is then reinstated on probation, and the student and parent are required to sign a probation agreement. While on suspension, students are not allowed to attend any school activities or any extracurricular activities or functions until their suspension time has been served in full and a successful parental conference is held.

#### **PERSONAL COMMUNICATION DEVICE POLICY**

Students are not permitted to use any personal communication devices (including cell phones, cell phone camera, iPod, CD player, game boy, pagers, etc) during the school day. The school day begins when the student arrives on campus and ends when the final bell or dismissal occurs. Use of cell phones is not allowed on school buses going to or from school. This policy also applies to CD players, games, cameras, I-Pods, MP3 players and other devices not appropriate for school. Repeat offenses apply to all inappropriate devices and are not limited to offenses of the same device. All consequences are based on the school year from August to June.

The taking of photos or recording of videos whether by cell phone or any other device in places where privacy is a reasonable expectation is strictly prohibited. An incident of this nature could result in a sexual harassment violation, suspension, and loss of device for the remainder of the year.

Using cell phone cameras to record altercations on school grounds or at school events is prohibited. In such cases, phones may be confiscated as evidence and other consequences may be assigned by the school administration.

A school employee who discovers a student using a personal communication device shall confiscate the device and report the violation to the principal or assistant principal.

The following disciplinary action will be implemented.

1. First offense- parent must pick up the device after school; parent and student sign policy

- acknowledgement.
2. Second offense- device is confiscated for two weeks and parent must pick up; parent and student sign policy acknowledgement.
  3. Third offense- device is confiscated and the student will receive a three (3) day suspension. The student will be required to make up the academic work missed during the three days. In the event a student fails to make up the academic work then the battery will be removed. The parents may pick up the device and battery at the end of the semester.

#### **SCHOOL TELEPHONES**

Telephones in the main office are for official business only. Student use of the SAO telephone requires a teacher signature in one's own agenda. This phone is for emergency use only.

#### **STUDENT CARS ON CAMPUS**

Driving an automobile to school is a privilege, not a right. Students who drive to school must register all vehicles with the student affairs office. A reserved parking permit is required for that area and may be purchased for twenty dollars in the student affairs office. The parking permit is a hang-tag and must be placed on the rear view mirror where it is visible through the windshield. All parking is reserved. Students should exit their vehicles and enter the school building immediately upon arrival at school.

Violation of the terms of the vehicle registration contract or parking violations can result in the suspension of the driving privilege and/or fines. Failure to register a car will result in suspension of driving privileges.

#### **Driving privileges will be suspended for:**

- a. reckless driving;
- b. excessive tardiness;
- c. leaving campus without permission;
- d. taking any student off campus without permission;
- e. improper parking;
- f. lack of registration.

NOTE: Violations of the vehicle registration policy may result in other forms of disciplinary action. Working in cooperation with the Blount County's Sheriff's Department, William Blount High School students who receive traffic citations may have their driving privileges suspended. Automobiles are subject to search by school authorities, in accordance with state law.

#### **STUDENT PARKING**

All student vehicles parked on campus must be registered in the Student Affairs Office. Students must have their hang-tag clearly displayed.

Consequences: 1<sup>st</sup> offense - \$5.00 fine  
2<sup>nd</sup> offense - \$5.00 fine  
3<sup>rd</sup> offense- Vehicle subject to booting or towing and  
loss of student parking privilege.

### **LOCKERS AND LOCKS**

Lockers are provided for the convenience of the student. The school sells combination locks for \$5 at the academy (1 yr) or \$10 at the main building (3 yrs). If you have a locker, you must have and keep a school lock on your locker at all times.

School officials reserve the right to inspect all school property, which includes lockers, at any time to insure school safety and public welfare. **Not buying a lock for a locker leaves it open for theft and vandalism. Make sure your lock is secured after each use. The school is not liable for books stolen or vandalized.**

### **BLOUNT COUNTY STUDENT FEES**

1. **REQUIRED FEES**--The general school fee of twenty dollars covers expenses for ID cards, duplicating supplies, absentee supplies, guidance supplies, evaluation supplies, and registration materials.
2. **COURSE FEES**--Certain courses require fees to cover materials used by the student in that course.
3. **GRADUATION**-- A graduation fee of twenty dollars is required to cover the cost of the diploma and transcripts.
4. **INSURANCE**-- (Optional)--Insurance can be obtained by each student to cover the school day (direct route to school and back), or twenty-four (24) hour coverage. Student insurance claims should be filed with the main office as soon as possible after an accident.
  1. All athletes are required by the school board to have insurance that will cover them in their sport. The regular school policy does not cover athletic participation.

Fee waiver request forms and free/reduced lunch request forms are available with the school lunch information and should be obtained from homeroom teachers.

### **LOST AND FOUND**

A lost and found department is located in the Main Office for the convenience of the students. All items that have been found should be turned in at this location. Inquiries about lost possessions should be made at this location also. The school is not liable for stolen property. Students should keep personal belongings with them at all times

### **TORNADO AND FIRE EVACUATION PROCEDURES**

At specified times during the school year, fire or tornado evacuations shall be practiced. During evacuations, students will leave the school building as directed by the classroom teacher. During all evacuations, students will follow the instructions of their teacher. For safety reasons, there shall be no running.

### **ASSEMBLY PROGRAMS**

Assembly programs may take place during the school year as needed for various educational or entertainment groups. Good behavior is essential to the success and educational value of these assemblies. During assemblies, students are asked to follow these guidelines:

1. Take assigned seating quickly and quietly.
2. Be silent when the speaker approaches the microphone.
3. Give full and undivided attention to the speaker or activity.
4. Remain seated until dismissed.
5. No food or drink is to be taken into the auditorium or gym.

### **SCHOOL BUSES**

School buses are privately owned property. To ride a school bus is a privilege, not a guarantee. Students who ride buses are expected to conduct themselves in an orderly manner at all times. Misbehavior on school buses or while waiting at an elementary or middle school bus zones will result in disciplinary action and possible suspension from bus transportation.

#### **School Bus Disciplinary Code**

According to the Blount County Board of Education Policy Manual, the following disciplinary code is in effect on all school buses transporting students to and from school.

#### **LEVEL I VIOLATIONS:**

- Eating or drinking on bus after warning
- Failure to remain seated on the bus after being warned
- Improper boarding/departing procedures after being warned
- Refusing to obey the driver
- Loud, rude, or abusive behavior
- Profane language/obscene gestures
- Any behavior jeopardizing safety or good order on the bus

#### *Consequences may be:*

- Warning by bus driver
- Written reprimand/Parent contact
- Bus riding suspension (1-5 days)
- Bus riding suspension (Minimum 5 days for repeat of Level I violations)
- Out of school suspension
- Third violation of Level I action to be referred to Disciplinary Hearing Authority

#### **LEVEL II VIOLATIONS:**

- Tampering with bus operating or emergency equipment
- Fighting/pushing/tripping
- Bringing articles aboard the bus of injurious or objectionable nature unless approved by driver
- Destruction of property

- Possession and/or use of tobacco products
- Profane language/obscene gestures
- Throwing objects in or out of the bus
- Hanging out bus window

*Consequences may be:*

- Bus riding suspension (5 days minimum)
- Bus riding suspension (Minimum 10 school days for repeat of Level II violations)
- Out of school suspension
- Third violation of Level II action to be referred to Disciplinary Hearing Authority

**LEVEL III VIOLATIONS:**

- Physical assault/verbal threats of a violent nature, as defined in Tennessee Code Annotated, directed to driver
- Attempting to or setting fire to seat, hair, clothing, etc.
- Possession and/or use of illegal substances
- Possession of a weapon
- Use of chemical substances with the intent to do harm

*Consequences may be:*

- Refer to Disciplinary Hearing Authority

**ADDITIONAL SCHOOL INFORMATION**

- a. School closings--School may be closed due to inclement weather or mechanical failure. Starting times may be delayed for the same reasons. When in doubt, listen to the local radio station for information or call 984-1213.
- b. Breakfast is served from 7:50-8:20 AM.

**BLOUNT COUNTY SCHOOLS RANDOM DRUG TESTING**

Blount County Schools is deeply concerned with the physical, emotional, and mental well being of all its students, including athletics and members of other extra curricular activities. These activities include athletics, band, chorus, and other extracurricular activities.

Data collected across the United States indicates a significant number of teenagers are involved in the use of drugs and alcohol. Alcohol and drug use cannot and will not be tolerated due to the high risk involved. Blount County Schools is now implementing a drug testing policy in order to deter drug and alcohol use.

The primary purposes of the drug-testing program are:

1. TO DETER DRUG USE and where deterrence is unsuccessful, to terminate participation in athletics and other extra-curricular activities.
2. To protect participants from the health related risks associated with drug and alcohol use.
3. To protect those students, and others with whom they

compete, from potential injury as a result of misuse of alcohol or other drugs.

4. To provide drug prevention education to those in need.
5. To remove the stigma of drug abuse from athletes who are not users.
6. To reiterate that Blount County Schools does not condone drug use.
7. To give students an incentive to refuse alcohol and drugs.

**Drug Testing Procedures:**

Student athletes will be primarily randomly tested for drug use. Blount County Schools also reserves the right to perform test based upon documented reasonable suspicion by a coach or administrator. Testing will be accomplished by the analysis of urine specimens, or other recognized analytical procedures. The procedure will ensure the specimen is pure and the sample is maintained. A professional laboratory selected by Blount County Schools will conduct the test analysis.

**Consent Form:**

Students wishing to participate in athletics or extra-curricular activities must sign a consent form by which agreeing to participate in the random drug-testing program. The form must include the signature(s) of the participant's parent(s) or legal guardian(s). The consent form will then be returned to the coach/sponsor and filed in the office of the athletic director. The form will be renewed annually.

**INTERNET ACCEPTABLE USE POLICY**  
**TERMS AND CONDITIONS OF USE**

1. Acceptable use: The use of the Internet must be in support of education and research and consistent with educational objectives of the school system. Use of other organizations' networks or computing resources must comply with the rules appropriate for that network. Transmission of any material in violation of any US or state regulation is prohibited. This includes, but is not limited to, copyrighted material, threatening or obscene material, or material that is protected by a trade secret. Use for commercial activities is not acceptable. Use for product advertising or political lobbying is also prohibited.
2. Privileges: The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The school system administrators will deem what is inappropriate use and their decision is final. Also, the system administrators may suspend privileges at any time.
3. Net Etiquette: Students are expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following. Avoid offensive or inflammatory speech. Be courteous and polite. Use appropriate language.

Profanity or obscenities are not permitted at any time. Do not use the network in such a way that would disrupt the work of others. All communications and information accessible via the network should be assumed to be private property. Users may not quote personal communications without the author's consent.

4. Vandalism: Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or other networks that are connected to the internet backbone. This includes, but is not limited to, the uploading or creation of computer viruses.
5. Exception to terms and conditions: These terms and conditions reflect the entire agreement of the parties and supercede all prior oral and written agreements and understandings of the parties.

**BLOUNT COUNTY SCHOOLS IS AN EQUAL OPPORTUNITY INSTITUTION**

Blount County Schools does not discriminate on the basis of sex, color, religion, national origin, age, or disability in provision of education opportunities or employment opportunities and benefits. Blount County Schools does not discriminate on the basis of sex or disability in the education programs and activities which it operates, pursuant to the requirements of Title VI of the Civil Rights Act of 1964, as codified in 42 U.S.C. 2000D; Title IX of the Education Amendments of 1972, Pub. L. 92-318 and the Americans with Disabilities Act of 1990, Pub. L. 101-336.

Inquiries concerning Title VI, Title IX, Section 504, the Americans with Disabilities Act, and the Age Discrimination in Employment Act should be directed to the Human Rights Officer, Dr. Jane Morton, 831 Grandview Drive, Maryville, Tennessee 37803, 984-1212. Charges of violation of the above policy should also be directed to the Director of Schools.

**DISCRIMINATION/HARASSMENT OF EMPLOYEES/STUDENTS**

It is the policy of Blount County Schools to maintain a learning environment that is free from harassment because of an individual's race, color, sex, national origin, or disability. The school district prohibits any and all forms of harassment because of race, color, sex, national origin, and disability.

It shall be a violation of District policy for any student, teacher, administrator, or other school personnel of this District to harass a student through conduct of a sexual nature, or regarding race, color, national origin, or disability, as defined by this policy.

It shall also be a violation of District policy for any teacher, administrator, or other school personnel of this District to tolerate sexual harassment or harassment because of a student's race, color, national origin, ethnicity, or disability, as defined by this policy, by a student, teacher, administrator, other school personnel, or by any third parties who are participating in, observing, or otherwise engaged in activities, including sporting events and other extracurricular activities, under the auspices of the School District.

For the purpose of this policy, the term "school personnel" includes school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the District.

The school system will act to promptly investigate all complaints, either formal or informal, verbal or written, of harassment because of race, color, sex, national origin, or disability; to promptly take appropriate action to protect individuals from further harassment; and, if it determines that unlawful harassment occurred, to promptly and appropriately discipline any student, teacher, administrator, or other school personnel who is found to have violated this policy, and/or take other appropriate action reasonably calculated to end the harassment.

**DISTRICT POLICY AGAINST SEXUAL HARASSMENT AND  
HARASSMENT  
BASED UPON RACE, NATIONAL ORIGIN, AND DISABILITY**

1. Everyone in Blount County Schools has a right to feel protected and safe. Consequently, we want you to know about our policy to prevent sexual harassment and harassment because of race, national origin, and disability.
2. A harasser may be a student or an adult. Harassment may include the following when related to sex, race, national origin, or disability:
  - a. Name calling
  - b. Pulling on clothing
  - c. Graffiti
  - d. Notes or cartoons
  - e. Unwelcome touching of a person or a person's clothing
  - f. Offensive or graphic posters or book covers; or
  - g. Violent acts
3. If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, a counselor, a principal, or the Human Rights Officer.
4. You may also make a written report. It should be given to a teacher, a counselor, a principal, or the Human Rights Officer.
5. Your right to privacy will be respected as much as possible.
6. We take seriously all reports of sexual harassment and harassment based upon race, national origin, and disability and will take

appropriate action to investigate such claims, to eliminate that harassment, and to discipline any persons found to have engaged in such conduct.

7. The school district will also take action if anyone tries to intimidate or harm you because of filing such a report.
8. This is a summary of the district's policy against sexual harassment and harassment because of race, national origin, and disability. A complete copy of the policy is available at the Blount County Schools Central Office upon request.

**SEXUAL HARASSMENT AND HARASSMENT BASED ON RACE, NATIONAL ORIGIN, AND DISABILITY ARE AGAINST THE LAW. DISCRIMINATION IS AGAINST THE LAW.**

Contact: Dr. Jane Morton, Human Rights Officer, 831 Grandview Drive, Maryville, Tennessee 37803, 984 -1212.

**CONSEQUENCES OF HARASSMENT**

**First Offense:** Five days out-of-school suspension, student/parent conference, and required sensitivity training for student

**Second Offense:** Ten days out-of-school suspension and referral to disciplinary hearing authority

**DISTRICT POLICY AGAINST 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. The policy addresses conduct taking place on school grounds, at any school sponsored activity, on school provided transportation, or at any official school bus stop immediately following de-boarding.

**SPECIAL EDUCATION SERVICES**

The Blount County School System provides a full range of special education services for students with disabilities whose educational needs cannot be met through the regular education program.

Students who have disabilities that meet the criteria established by the State Department of Education and/or the federal government are afforded due process rights under the Individuals with Disabilities Education Act (IDEA).

Conditions that may qualify a student for these services include specific learning disabilities, mental retardation, emotional

disturbance, and developmental delays. Students suspected of having any of these conditions have the right to a comprehensive evaluation by a multidisciplinary team, a free and appropriate education with non-disabled students to the greatest extent possible, and due process rights.

All records and information regarding the assessment and Individualized Educational Program (IEP) of the student are kept confidential and can only be released with parental consent. Parents have the right to review the records upon request.

For more information or to make a referral, contact Mr. Scott Kirkham, Blount County Schools, 831 Grandview Drive, Maryville, TN 37803, (865) 984-1212.

The Blount County School System affirms that it will comply with Title VI of the Civil Rights Act of 1964. Title VI states:

No person in the United States shall, on the ground of race, color or national origin, be excused from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Anyone who believes that the school system has discriminated against him/her or another individual may file a complaint. The complaint can be sent to:

Title VI Coordinator, Blount County School System  
And/or  
Title VI Coordinator, Tennessee Department of Education  
The Office of Civil Rights  
U.S. Department of Education  
P.O. Box 2048, 04-3010 Atlanta, Georgia 30301-2048

#### **FERPA**

Students' records maintained by the Blount County School System are protected under Section 438 of the General Education Provisions Act. The statute governs disclosure of records maintained by educational institutions that receive federal funds.

The statute provides that such institutions must provide parents access to official records directly related to the student and an opportunity for a hearing to challenge such records on grounds that they might be inaccurate, misleading, or otherwise inappropriate; that institutions must obtain written consent of parents before releasing personally identifiable data about students from records other than a specified list of exceptions; that parents and students must be notified of these rights; that these rights transfer to students at certain points; and that an office and review board must be established. This office is the Family Policy Compliance Office of the U.S. Department of Education, charged with investigation and adjudication of violations and complaints under Section 438.

A copy of the policy and administrative regulations, adopted by the Blount County Board of Education in compliance with Section 438 may be obtained by contacting Mr. David Murrell at 984-1212.

The Federal American with Disabilities Act (ADA) protects persons with a disability, those who associate with the disabled, and those who help or encourage others to exercise rights granted by the act.

The Blount County School System wants to ensure that these rights are protected and that everyone can participate in or benefit from the systems, programs, services, and activities offered by the system. It is the right of each person to ask for a reasonable accommodation if it has not been provided.

Mr. David Murrell has been appointed as ADA coordinator to direct compliance efforts and serve as citizen liaison. Those who have problems or ADA-related questions may contact Mr. Murrell at 984-1212.

### **RELEASE OF DIRECTORY INFORMATION**

Blount County Schools has designated certain information contained in the education records of its students as directory information for purposes of the Family Educational Rights and Privacy Act (FERPA). The following information regarding students is considered directory information:

Name, address, telephone number, date and place of birth, major field of study, participation in official, recognized activities and sports, weight and height of members of athletic teams, years of attendance, diploma awarded and honors/awards.

Directory information may be disclosed by this institution for any purpose in its discretion without the consent of a parent of a student or an eligible student. Parents and eligible students have the right, however, to refuse to permit the designation of any or all of the above information as directory information. In that case, this information will not be disclosed except with the consent of a parent or student or as otherwise allowed by FERPA.

Any parent or student refusing to have any or all of the designated directory information disclosed must file written notification to this effect with the principal of the school where the student attends on or before August 30, 2009. In the event a written refusal is not filed, this institution assumes that neither a parent nor an eligible student objects to the release of the directory information designated.

Parents have the right to request that their child's name, address and telephone number not be released to a military recruiter without prior written consent.

**MEDIA ACCESS TO STUDENTS**

School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools. Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public. The media may interview and photograph students involved in instructional programs and school activities, including athletic events. Such media access shall not be unduly disruptive and shall comply with Board policies.

Each year parents/guardians will be given the option to withhold permission for public news media interviews or photographs of their child at school.

Specific parental/guardian permission must be obtained if the story or photograph covers topics of a sensitive nature.

If any student is to be filmed or videotaped and will be identified or will be a primary subject of the filming or videotaping, prior written consent/release/waiver will be obtained from the student's parent/guardian.

I have read the student handbook and understand that I will be held accountable for abiding by the rules and regulations therein.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**PARENTAL ACKNOWLEDGMENT**

I have examined the William Blount High School Handbook and understand that my son or daughter will be subject to the rules and regulations that the handbook contains.

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**Students are to return this page to be kept on file with their homeroom teacher.**

**INTERNET USE AGREEMENT**

I, \_\_\_\_\_, understand and will abide by the terms and conditions for Internet use (listed on page 23 in this handbook). I further understand that any violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action and/or appropriate legal action may be taken.

User's Full Name (please print)

\_\_\_\_\_

Grade \_\_\_\_ Home Phone \_\_\_\_\_

Home Address

\_\_\_\_\_

User's Signature

\_\_\_\_\_

Date \_\_\_\_\_

As the parent/guardian of \_\_\_\_\_, I have read the terms and conditions for Internet access. I understand that this is designed for educational purposes and the School System and the State Department of Education Office of Technology has taken available precautions to eliminate controversial material. However, I also recognize it is impossible to restrict access to all controversial materials acquired on the network. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting.

I hereby give permission for my child to access the internet and certify that the information contained on this form is correct.

Parent or Guardian (please print)

\_\_\_\_\_

Signature of Parent or Guardian

\_\_\_\_\_

**Students are to return this page to their homeroom teacher.**

Blount County Schools 2009-2010 School Calendar (as of 5/26/09)

July 24- Administrative day – no students  
July 27-Registration/Abbreviated Day  
July 28- Professional Development/No students  
July 29- Professional Development/No students  
July 30-Professional Development/No students  
July 31- Administrative day/No students  
August 3- First full day of school  
September 7- Labor Day/ No school for teachers or students  
September 14- Parent Conferences- half day- No students  
October 5- Fall break begins  
October 9- Fall break ends  
November 2- Professional Development/ No students  
November 11-Veteran’s Day/No school for teachers or students  
November 25- Abbreviated Day  
November 26- Thanksgiving Holiday  
November 27- Thanksgiving Holiday  
December 21- Christmas break begins  
January 4- Administrative day/No students  
January 5- Begin second term  
January 18- Martin Luther King Holiday/ No teachers or students  
February 15- President’s Day Holiday/No teachers or students  
February 16- Parent Conferences/Half Day- No Students  
March 15-Spring Break begins  
March 19- Spring Break ends  
April 2- Good Friday/ No teachers or students  
April 5- Professional Development – No Students  
May 4- Election Day/No School for teachers or students  
May 21-Last day for students/Abbreviated day  
May 24- Administrative Day- No students  
May 25- Professional Development/No students  
May 26- Professional Development/No students

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