

MESSAGE FROM THE PRINCIPAL

Welcome to Joppa School. The information contained in this handbook is very important to you and your parents. It contains many, but not all, of the local, state and federal regulations. It will help you become familiar with the operations and policies of our school. However, no attempt has been made to include all aspects of the school's procedures. Various situations arise from time to time that will be addressed on an individual basis. I would like to encourage you to read this handbook together as parents and students and to keep it available for reference throughout the school year and to visit our school web page at www.grainger.k12.tn.us/JES/index.htm for additional information. If you have questions that remain unanswered, please contact the school office at: 828-5721.

Regular school hours are from 8:00 a.m. to 3:40 p.m. All faculty will be available during these hours. Faculty supervision for bus duty begins when the building is open at 7:30 a.m. The school will not be responsible for students unsupervised on school property prior to 7:30 a.m. or after 3:40 p.m.

I look forward to working with you, your teachers and your parents in making this a successful and satisfying year. I will be available to assist you as the need arises. You are welcome to visit or call me at the school.

*****For the 2020-2021 school year, some procedures, guidelines and/or expectations outlined in this student handbook, may be affected by changes necessary due to Covid-19.**

Directory Information

The District may disclose certain information, known as directory information, in its discretion without consent. Parents or eligible students may refuse to let the district release any or all of this information. If you do not want this information released, you must send written notice annually to the school office before the first day of September. The following information regarding students is considered directory information: (1) name, (2) address, (3) telephone number, (4) date and place of birth, (5) major field of study, (6) participation in officially recognized activities and sports, (7) weight and height of members of athletic teams, (8) dates of attendance, (9) degrees and awards received, (10) the most recent previous educational agency or institution attended by the student, and (11) (other similar information that would not generally be considered harmful or an invasion of privacy if disclosed, such as a photograph).

Enrollment

Children entering kindergarten or school for the first time must be five years old by August 15 of the current school year.

Visiting School Procedures

Parents and guardians of students are always welcome at school. Parents and visitors are required to report to the office to sign-in and receive a visitor's pass. To limit interruptions of instructional time, meetings with your child's teacher should be scheduled before 8:00 or during the teacher's planning time.

For the safety of your child, students will be allowed to leave school only when someone accepted by the school comes into the office to sign the student out.

Parents are encouraged to let their children out at the front door to enter school on their own or to line up with their class.

Visitation on the part of other school students during the school day is discouraged and strictly against procedures and regulations. Students may not bring visitors to school to stay all day.

Progress Report and Grading Scale

Grade cards will be sent home on a nine-week schedule. Additional reports will be sent mid way of the nine week term. There are two scheduled Parent-Teacher Conferences during the year.

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

Absences

(1) It is the duty of the principal or teacher of every public, private, or parochial school to report promptly to the Director of Schools, or the Director's designated representative, the names of all children who have withdrawn from the school, or have been absent five (5) days (this means an aggregate of five (5) days during the school year and not necessarily five (5) consecutive days without an adequate excuse. Each successive accumulation of five (5) unexcused absences by a student shall also be reported.

(2) Such Director shall thereupon serve, or caused to be served, upon the parent, guardian or other person in Tennessee in parental relation to such children unlawfully absent from school, written notice that attendance of such children at school is required. A new notice shall be sent after each successive accumulation of five (5) unexcused absences.

(3) If it appears that, within three (3) days after receipt of the notice, any child, parent, guardian or other person in parental relation has failed to comply with the provisions of this part, the director, in the name of the local school system, shall report the facts of such unlawful attendance to the sheriff, constable, city policeman, district attorney general, or the foreman of the grand jury, who shall proceed against the parent, guardian, or other person having charge and control of the child shall at once place the child in some day school aforementioned.

(4) The director of any local school system, after written notice to the parent or guardian of a child, shall report any child who is habitually and unlawfully absent from school to the appropriate judge having juvenile jurisdiction in that county, the child to be dealt with in such manner as the judge may determine to be for the best interest of the child. The judge may assess a fine of up to fifty dollars (\$50.00) or five (5) hours of community service, in the discretion of the judge, against the parents or legal guardians of K-12 children if the child is absent more than five (5) days during the school year, unless the parent or legal guardian presents adequate excuse.

(5) Students on school sponsored trips will not be counted absent.

(6) Students not **in** class by 8:15 will be counted tardy. Students signing out before 2:48 will also be counted tardy. Excessive tardies will be reported.

(7) Students will be allowed to leave school only when someone accepted by the school comes **IN TO THE SCHOOL TO SIGN THE STUDENT OUT.**

Homework Absentee Policy

If a parent requests homework before 10:00 a.m., it will be available for pick up after 2:35 p.m. If homework is requested after 10:00 a.m. it will be available the following day.

Office Referral Policy

It is our philosophy that school is a place where teachers have a right to teach and students have the right to learn. To assist with putting this philosophy into action, we have adopted a school-wide positive behavior support plan to clarify expectations and guidelines for student behavior. Our school-wide expectations are as follows:

1. Be Respectful.
2. Be Responsible.
3. Be Ready.

Our school has developed and will provide each student with a copy of a matrix which provides behavior expectations and procedures for different areas and/or functions within the school. Examples and non-examples of appropriate school and classroom behavior will be modeled and clarified for students as part of our positive school wide behavior plan.

In addition to the school-wide rules, each teacher will have his/her own classroom rules posted in his/her room. Students who choose not to follow school expectations and/or break the rules may be issued an office referral which will result in the following consequences unless otherwise mandated by school board policy (i.e. fighting, tobacco, alcohol or zero tolerance issues, etc.):

- 1st – Conference with student/warning
- 2nd – Conference with student/warning
- 3rd – One (1) day in-school suspension or one hour after school
- 4th – One (1) hour after school detention – parent notification
- 5th – One (1) hour after school detention – parent notification
- 6th – One-half day Saturday/four hours after school
- 7th – One (1) day out of school suspension
- 8th – One-half day Saturday/four hours after school
- 9th – Two (2) days out of school suspension
- 10th – Alternative School – 12-45 days for students of grades 5 thru 12
Grades K-4 will be determined by principal
- 11th – Conference with student/warning
- 12th – One (1) day out of school suspension
- 13th – Alternative School 20-45 days for grades 5-12
Grades K-4 will be determined by principal
- 14th – Conference with student/warning
- 15th – One (1) day out of school suspension
- 16th – Alternative School – remainder of the year or minimum of thirty (30) days
grades 5-12; grades K-4 at principal discretion

More than two (2) office referrals will result in the loss of any club trips. Suspensions, in school or out of school, and alternative school placement will result in the loss of club trips.

Extended school assignments will be at the discretion of the principal and availability of after school or Saturday School.

In accordance with Tennessee Code Annotated section 49-1309, blatant violations of proper conduct will be addressed by the principal with consequences which may include after school

detention, Saturday school, in-school suspension, out of school suspension, alternative school, expulsion or action as deemed appropriate. ALL DISCIPLINARY ACTION WILL BE AT THE DISCRETION OF THE PRINCIPAL.

If a student does not attend assigned after school or does not attend assigned Saturday school, he/she will be assigned to alternative school for 12-45 days. Office referrals will be cumulative during the year and will not start over at the beginning of the second semester. Students that are suspended, expelled or placed in alternative school are not allowed to attend school functions or be on school property during period of suspension/expulsion or alternative school placement.

Students with disabilities as identified by IDEA and/or Section 504 will be disciplined in accordance with applicable laws and guidelines governing disciplinary actions for these students.

Suspensions

In addition to our basic school discipline, students shall be subject to suspension or unlimited expulsion from attendance at school or from riding a school bus for, but not limited to, the following reasons:

1. **FIGHTING:**

1st offense – 2 days in-school suspension. Parent notification.

2nd offense – 3 days in-school suspension. Parent notification.

3rd offense – Alternative School Assignment (minimum of 30 days)

A student may be petitioned for fighting to juvenile court.

Prior disciplinary offenses shall be considered in making determination.

2. **LEAVING SCHOOL WITHOUT PERMISSION:**

A student leaving school without permission:

1st offense: Assigned one day of Saturday School. Failure to attend Saturday School would result in a placement in the Alternative School for 12-45 days.

2nd offense: Student would be placed in the Alternative School for a 12-45 day assignment.

3. **Immoral or disreputable conduct**

4. **Violence or threatened violence against a person or personnel attending or assigned to the school. (See zero-tolerance policy)**

5. **Marking, defacing, or destroying school property or the property of any person attending or assigned to the school.**

6. **Possession of dangerous weapons on school property. (See zero-tolerance policy) This may also result in criminal action taken by law enforcement agencies.**

7. **Assaulting a teacher or any school personnel with vulgar, obscene or threatening language.**

8. **Inciting, advising, or counseling others to engage in any of the acts herein**

before mentioned.

9. Any other conduct prejudicial to good order or discipline in the school.

All suspensions will be in writing on the day of the occurrence to the director with a copy being sent to the student's parents. The written notification shall contain the reason for the suspension and the exact day on which the student should return to school or can again ride the bus. In the case of suspension from riding the bus only, the bus driver shall be informed. Detention may be substituted for suspension in some cases.

Policy Concerning the Use of Tobacco Products

Students shall not use or possess tobacco products in any form on school premises or on school buses. To "use" shall mean any holding of a cigarette, cigar, pipe or any other paraphernalia used for smoking, chewing, or dipping of any tobacco products. "School hours" shall mean the time between 7:30 a.m. and 3:40 p.m. "School bus hours" shall begin with the first pickup in the morning and end with the last drop in the afternoon.

Principals or law enforcement officers who find underage students in unlawful possession of tobacco products are required to issue a juvenile court citation.

The student shall also receive an office referral for violation of this policy.

Alcohol Policy

A student shall not possess, distribute or be under the influence of alcoholic beverages in school buildings, on school grounds, in school vehicles or buses, or at any school-sponsored activity at any time, whether on or off school grounds.

1st offense – Assignment to the Grainger County Alternative School for a 45-90 day placement

2nd offense – Student must complete an alcohol treatment program with a positive recommendation before returning to a Grainger County school.

Zero-Tolerance Policy

In order to ensure a safe and secure learning environment free of drugs, violence and dangerous weapons, any student that is found to have violated this policy shall be subject to expulsion from all Grainger County Schools for a period of not less than one (1) calendar year.

The Director may allow another individual or entity to carry out preliminary information gather functions, and prepare a recommendation. Following this process, the director shall have the authority to modify the expulsion requirement on a case-by-case basis.

For the purpose of this policy the term "Expulsion" shall mean the removal of a student for a designated time from all Grainger County Schools. This policy shall include any student while on a school bus, on school property, or while attending any school event or activity.

Zero-Tolerance Acts Are As Follows:

1. A student under the influence of, or in possession of an illegal or controlled drug
2. A student who brings or possesses a firearm or dangerous weapon
3. A student committing an assault on a teacher or other employee of the school or school resource officer

4. A student who transmits by electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee and the transmission of such threat creates actual disruptive activity at the school that requires administrative intervention

Pursuant to Tennessee Code Annotated 49-6-4204, lockers and other storage areas, containers, and packages brought into the school by students or visitors are subject to search for drugs, drug paraphernalia, dangerous weapons, or any property that is not properly in possession of the student.

Pursuant to Tennessee Code Annotated 49-6-4204, vehicles parked on the school property by students or visitors are subject to search for drugs, drug paraphernalia, or dangerous weapons.

Medication in School

All medications, both prescription and/or over the counter, must be delivered to the principal's office by the student's parent/guardian in the original container. Any alternate means of medication delivery requires prior notification by the student's parent/guardian, for approval by the principal. All medication that is not picked up at the end of the school year will be destroyed.

Any student that is required to take medication during the regular school day must comply with all school regulations. These include written orders provided by a Physician, Dentist, or Nurse Practitioner who have the legal right to write a prescription and written permission from the parents to administer the medication. (See the school nurse for details and forms for medication at school).

"Car Riders"

Parents/Guardians requesting car-rider status for their child/children must complete and return proper forms to the school office.

Bus Rules

The Grainger County Board of Education has the discretion to furnish transportation services to the students of the local community. The students have the privilege of riding a school bus to and from school provided the student conducts himself/herself within the rules and regulations as defined by the State Board of Education. The school bus driver is responsible for the safety and discipline of the students while transporting them to and from school. If a student does not conduct himself/herself in the proper manner while riding a school bus, the only action a bus driver or principal can take in such cases is to have the student to furnish his/her own transportation.

1. Bus drivers command the same authority on the busses, as do your parents while you are at home or your teacher while you are at school.
2. Once seated, the student will not change seats without permission from the driver.
3. Drivers may assign seats.
4. No dangerous toys, drink bottles, or glass in any form is permitted on the bus.
5. The use of tobacco in any form is not permitted.
6. Excessive noise is prohibited.
7. Pupils will not be let off the bus except at home and school. If parents wish otherwise, they must send a note to the principal. Permission is granted depending upon the bus load limit.
8. Buses will not stop at stores for purchases. (In violation of state law)

9. No objects will be thrown on or from the bus.
10. Pupils will pay for deliberate damage done to the bus, destruction of property.
11. Pupils will obey the drivers without back-talk, will not be rude, discourteous, or annoying.
12. Vulgar language is prohibited.
13. No student is to have any part of his/her body out the window.
14. No student is to stand in the doorway.
15. Fighting, pushing, and tripping is prohibited.
16. Only students and Grainger County Board of Education employees are allowed to board the bus.

Bus safety concerns can be addressed by calling the transportation supervisor at 828-3611.

Knives/Box Cutters/Razor Blades etc.

A student shall not possess knives, box cutters, razor blades etc. in school buildings, on school grounds, in school vehicles or buses, or at any school-sponsored activity at any time, whether on or off school grounds.

The first time a student is caught with a knife, box cutter, razor blade, etc. on campus, it will be confiscated and held by the principal until the parent and student meet with the principal. After the meeting, the knife, box cutter, razor blade, etc will be returned to the parent. Second violation of the prohibition of knife, box cutter, razor blade, etc possession shall result in it being confiscated and kept by the principal for the remainder of the school year and shall be returned only to a parent or guardian. The second offense shall also be accompanied by an assignment to either in-school suspension or the alternative school for a period of not less than eight (8) days. Upon the third or subsequent offense, the knife, box cutter, razor blade, etc shall be confiscated and turned over to law enforcement and the student shall be assigned to the alternative school for a period of not less than one (1) semester. Pursuant to state law, possession of a razor, bowie knife, hawk bill knife, ice pick, switchblade knife with a blade over five inches measured from the hilt shall be turned over to law enforcement for prosecution.

All students shall be afforded the procedural safeguards of the laws that apply to their attendance at school in the application of due process to violations of this policy.

Cellular Phones/Electronic Devices Policy

Students may have cellular phones/electronic devices in school with the following guidelines and discipline measures.

All devices must be out of sight and completely turned off during the regular academic school day. Exceptions to this rule must be approved in writing by the principal or assistant principal.

Any student choosing to violate this policy will be issued an office referral and the device will be taken up for ten (10) days. Each subsequent violation will add an additional ten (10) days of confiscation to the previous offense. (i.e. A student who gets a cell phone/electronic device taken up for the third time will have the cell phone/electronic device confiscated for thirty (30) days.) A parent/guardian (only) must pick up the cell phone/electronic device during regular school hours when it can be returned. Students violating this policy will also be punished under the Office Referral Policy.

The administration of any Grainger County school has the right to view a student's cell phone/electronic device if a staff member has reasonable suspicion that there is a problem as the result of the student's cell phone/electronic device. Cell phones/electronic devices may be searched for inappropriate messages, pictures, etc. If any inappropriate material is found on the student's cell phone/electronic device, it will be turned over to the Grainger County Sheriff's Department for further investigation, and the student will be punished at the principal's discretion.

Students bring cell phones/electronic devices to school at their own risk. Grainger County Schools and its employees are NOT responsible for any damaged, missing, or stolen cell phones/electronic devices. If a student has a cell phones/electronic device and it is damaged or stolen, school staff will not utilize administrative/academic time to investigate the incident nor will Grainger County Schools take any financial responsibility for the cell phone/electronic device or any charges that may incur for the device.

Food Service

The Grainger County School Nutrition Program offers a variety of nutritional foods. Students are encouraged to try new foods and helped to make their food choices. Menus are printed and sent home each month. Menus may change due to weather, problems with delivery of foods, field trips, etc.

An application for free and/or reduced meals will be sent home with all students. Once the form is returned to school, parents will be notified within a few days of its approval or denial.

Students are not permitted to leave the school during lunch and may not have food delivered to them by anyone other than their parents. Students may bring their lunches if they wish. Lunch and/or breakfast may be purchased by the day, or in advance by the week, or month. Students may not charge their meals.

Remember that your lunchroom is your school dining room. Courteous manners and quiet, pleasant conversations are appropriate here as in any home where there are guests, or as in any public place. You are required to obey the lunchroom assistants just as any teacher or principal.

Standard of Dress and Grooming

It is very much desired that the clothes worn by the students reflect the good taste of the person and family from which they come. Both girls and boys are expected to dress in a respectable manner for school.

Shorts, skirts, and skorts shall be hemmed and worn at mid-thigh length or longer and be worn at the waist. T-shirts and tops shall fall below the waist. Articles of clothing shall not have written slogans, messages or symbols which contain advertisement of drugs, alcohol, vulgar or sexually explicit messages (direct or implied) or promote racial discord. Any article of clothing that is too tight and/or too revealing is unacceptable. Tank tops and full length coats are not allowed. Hats, caps, or headbands are not to be worn inside the school building. Shoes or other footwear must be worn at all times.

Tennessee Code Annotated 49-6-40 prohibits students from wearing, while on school grounds of a public school during the regular school day, clothing that exposes underwear or body parts in an indecent manner that disrupts the learning environment.

All facial jewelry shall be limited to the ear.

In grades K-3, shorts of appropriate length are allowed. The mid-thigh rule does not apply.

The principal and the faculty shall determine the appropriateness of dress and grooming to the school situation. When in the opinion of the principal, a student is not attired appropriately or exhibits grooming that is detrimental to the school environment, appropriate action shall be taken.

CONSEQUENCES:

- 1st offense – Parent notification. Informed to bring appropriate clothing to school.
- If not possible, shirt will be worn inside out. (Isolation for inappropriate shorts, etc.)
- Additional Occurrences – Appropriate action will be taken.

School Telephone

The office telephone is for school business and may be used by the students in cases of emergency. Messages and deliveries from home should be left in the office. Students will not be called out of class for messages.

Care of Valuables

The school cannot be responsible for valuables or other items belonging to students. Students who carry large sums of money or who are careless with their books, coats, etc., must assume responsibility if the items are lost. Please turn in any objects found to the principal's office. Please put your child's name on lunch boxes, backpacks, snacks, sweaters, jackets, etc. Unclaimed articles eventually will be given to a charitable organization.

Athletics

Students participating in any sport are under the direct supervision of the coach of that sport. In addition to the policies of this handbook, athletics are subject to any other rules of conduct and training as instituted by the coach.

To participate in a sport, the student must:

1. Have acceptable grades. (Coaches may set team standards.)
2. Come under the proper age limit as set by TSSAA.
3. Pass a physical examination as given by a doctor.
4. Meet all other school standards specified in this handbook, those specified by the board of education, and the team rules established by the coaches and administrators.

Emergency Dismissals from School

Parents should explain to their children what to do if school should be dismissed early in an emergency and no one will be at home:

1. Make arrangements with a neighbor to receive your child.
2. Give the child specific instructions so he/she will know what to do.
3. *Listen for messages sent from the district/school.
4. When the weather is threatening, listen to Knoxville radio station WIVK, Morristown radio stations WMTN and WCRK, and Knoxville TV stations WATE, WBIR, and WVLT for information about school closings.
5. Please do not call the school or expect us to call you. The telephone lines are always overloaded in emergency situations.

*Parents should keep their address and phone numbers updated with the school to ensure they receive any calls or texts sent by the district/school.

Early Dismissals

Request for early dismissals must be made in writing or in person by the parent and approved by the principal. Parents are asked to come to the office to pick up their children. Experience has taught that it is unwise to have children standing outside or waiting in the office.

Assemblies and Special Programs

Students are to give undivided attention to the assembly program and respect to the speaker at all times. There should be no talking when anyone is standing in front of the group.

Withdrawals and Transfers

A Grainger County Schools withdrawal/transfer form must be completed. All books must be returned and all bills paid before credits are transferred to another school or an employer.

Textbooks

All textbooks purchased with the state school funds are, and shall remain, the property of the board purchasing them. Any student who loses or damages a textbook shall be required to pay for that book at current replacement cost.

Policy Against Harassment and Sexual Harassment

The Grainger County Board of Education is committed to safeguarding the right of all students and employees within the school system to learn and work in an environment that is free from all forms of harassment and/or sexual harassment.

It is the policy of the Grainger County School System to maintain a learning and working environment that is free from harassment of any type. The school system prohibits any form of sexual harassment based upon age, religion, disability, or race/national origin.

It shall be a violation of this policy for any student or employee of the school system to harass a student or employee through conduct of communication in any form as defined by this policy.

Fire Drills

Fire drills will be held. Our students/staff will obey the following rules.

1. Students will walk out of the building at a steady pace. Absolutely no running.
2. A complete order of departure will be posted and explained by each teacher to his/her students.

Tornado or Disaster Drill

1. Students shall have a specific area of the halls, against the walls where they shall remain during this drill.
2. A complete plan will be posted in each room and the teacher shall conduct tornado safety drills.

Code Red

Code Red drills and evacuations will be practiced periodically throughout the school year. All evacuations will be to the football field, weather permitting.

Health Policy

Any physical disorder should be explained to the teacher at the beginning of the school year. Students should not return to school after a contagious disease until the doctor says it is safe. Please make medical and dental appointments after school hours as possible. No students may be excused from regular participation in the physical education program except by the school nurse or a physician's statement. A modified education program is available.

Non-Discrimination Policy

It is the policy of the Grainger County School System not to discriminate on the basis of sex, race, national origin, creed, age, marital status, or disability in its educational programs.

Grainger County School System Grievance Procedure For Students, Parents, or Legal Guardians

The Grainger County School system will comply with the grievance procedure as set forth under Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Title II of the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act of 1973.

A grievance must be filed with the school principal within thirty (30) days of the occurrence of the alleged violation. A copy of all grievance procedures are posted in all school offices and may be obtained by request.

Parents "Right-to-Know"

Parents have the right to request information regarding the professional qualifications of classroom teachers and any paraprofessional providing support to their child(ren). A school official must also give timely notice if a student has been assigned or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

Parents upon request, will be provided the following information about the qualifications of professional and paraprofessional personnel who provide instruction to their child(ren).

- (a) Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- (b) Whether the teacher is teaching under an emergency or provisional status through which state qualification or licensing criteria have been waived.
- (c) The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- (d) Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Parents may request this information from the principal of the school or it may be accessed via the Internet by going to the web site of the Tennessee Department of Education, teacher Licensing Web Site:

<http://www.state.tn.us/education/lic>

Parents shall receive written notification if their child should become the victim of a violent crime at school. He/she will have the right to transfer to another school within the school district.

At such time that any school within the Grainger County School System was to be placed in school improvement, parents will be notified and informed of their right about school choice and supplemental services which may be afforded the children who attend that school.

Child Find

The Grainger County Board of Education provides special education and related services and special accommodations to all children with disabilities between the ages of three (3) and twenty-two (22) as part of the requirement to provide such children with a free, appropriate public education. Anyone who knows of a child who may qualify for and is not now receiving these services is asked to call Ginny McElhaney, Special Education Supervisor and 504 Coordinator, at 865-828-3611 or write:

Grainger County Board of Education
P. O. Box 38
Rutledge, TN 37861

Testing Programs

The Board shall provide for a system-wide testing program which shall be periodically reviewed and evaluated. The purposes of the program shall be to:

1. Assist in promoting accountability;
2. Determine the progress of students;
3. Assess the effectiveness of the instructional program and student learning;
4. Aid in counseling and guiding students in planning future education and other endeavors;
5. Analyze the improvements needed in a given instructional area;
6. Assist in the screening of students with learning difficulties;
7. Assist in placing students in remedial programs;
8. Provide information for college entrance and placement; and
9. Assist in educational research by providing data.

The director of schools shall be responsible for planning and implementing the program, which includes:

1. Determining specific purposes for each test;
2. Selecting the appropriate test to be given;
3. Establishing procedures for administering the tests;
4. Making provision for interpreting and disseminating the results;
5. Maintaining testing information in a consistent and confidential manner; and
6. Ensuring that results are obtained as quickly as possible, especially when placement in a special learning program might be necessary.

State-mandated student testing programs shall be undertaken in accordance with procedures published by the State Department of Education.

Student scores on the Tennessee Comprehensive Assessment Program's grades three through eight (3- 8) shall comprise fifteen (15%) percent of the student's final grade in the spring semester in the subject areas of mathematics, reading/language arts, science and social studies.

Any test directly concerned with measuring student ability or achievement through individual or group psychological or socio-metric tests shall not be administered by or with the knowledge of any employee of the system without first obtaining written consent of the parents or guardians.

Results of all group tests shall be recorded on the students' permanent records and shall be made available to appropriate personnel in accordance with established procedures.

No later than July 31 of each year, the Board shall publish on its website information related to state and board mandated tests that will be administered during the school year. The information shall include:

1. The name of the test;
2. The purpose and use of the test;
3. The grade or class in which the test will be administered;
4. The tentative date or dates that the test will be administered; and
5. The time and manner in which parents and students will be notified of the results of the test.

Student Equal Access (Limited Public Forum)

STUDENT MEETINGS

Schools may allow students to form clubs or groups that meet before, during, and/or after the school day. Requests to form such clubs or groups shall not be denied based upon the religious nature or beliefs of proposed club or group. If permitted based on content-neutral criteria, school administrators shall ensure that all clubs and groups have the same abilities to access facilities and advertise their meetings as other student clubs or groups.

No funds shall be expended by the school for any such meeting beyond the incidental costs associated with providing meeting space. Groups meeting under this policy may be required to pay a reasonable fee for compensating school personnel in the supervision of the activity.

No student may be compelled to attend or participate in a meeting under this policy.

A student or a group of students who wish to conduct a meeting under this policy must file an application with the principal at least three days prior to the proposed date.

The principal shall approve the meeting if he/she determines that:

1. The meeting is voluntary and student-initiated;
2. There is no sponsorship of the meeting or its content by the school, the Board, or its employees;
3. The meeting will not materially and substantially interfere with the orderly conduct of the school's educational activities or conflict with other previously scheduled meetings;
4. Employees of the district are to be present in a non-participatory monitoring capacity; however, no employee shall be required to attend in this capacity if the content of the meeting is contrary to the beliefs of the employee; and
5. Non-school persons will not direct, control or regularly attend.

SCHOOL SPONSORED EVENTS

If the Board or a school principal authorizes an event at which a student is to speak, a limited public forum shall be established for such student speakers. The appropriate administrators shall ensure that:

1. The forum is provided in a manner that does not discriminate against a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject;
2. There is an appropriate method of selecting student speakers which is based on neutral criteria;
3. Student speakers do not engage in speech that is obscene, vulgar, offensively lewd, indecent or promotes illegal drug use.

To the extent possible and practical, prior to events in which students will speak, notice shall be provided orally and/or in writing that the student's speech does not reflect the endorsement, sponsorship, position, or expression of the Board and its employees.

Covid-19 Risk Awareness
2020-21

Due to the COVID-19 pandemic, Grainger County Schools ("District") has been exploring different and reasonable ways to provide services to all students. The District has worked with state and local agencies, including our local health department, to draft and implement guidelines moving forward regarding cleaning, screening, etc. Though the District and its agents will work hard to implement and abide by those guidelines, neither the guidelines themselves nor even recommendations from the Centers for Disease Control and Prevention ("CDC") would ever allow the District to guarantee an environment that is entirely free of COVID-19 related risks.

By allowing your child to return to school, you must understand that your child's attendance will require him/her to physically interact with the District's staff members, other students, and even some limited volunteers. As such, despite all reasonable efforts on behalf of the District, physical interaction with the public at large may pose some unavoidable risks to you, your child, and your family due to the COVID-19 pandemic. While the District hopes that everyone remains safe and healthy during this trying time, we also want to remain both honest and transparent with our parents about the very real risks posed by COVID-19 both inside and outside of our schools.

James Atkins
Director of Schools
Grainger County Schools