

Huntingdon High School

“Expecting More, Doing More, Achieving More”

Student Handbook 2020-2021



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Mrs. Pat Dillahunty
Director of Schools

Dr. Jonathan Kee
Principal

Mrs. Vicki Crossno
Assistant Principal

School Mascot: Mustangs and Fillies
School Colors: Royal Blue and Vegas Gold

ALMA MATER

*High on Huntingdon's eastern border
Reared against the sky
Proudly stands our alma mater
As the years roll by.*

*“Forward” ever be our watchword –
Conquer and prevail.
Hail to thee our alma mater
Huntingdon, all hail!*

FOREWORD

On behalf of the faculty and staff, I welcome you to Huntingdon High School for the 2020-2021 school year. As your principal, I look forward to seeing how our united student body embraces high expectations and represents our community and school with the utmost integrity. Huntingdon High School has a very rich and proud tradition. With that in mind, there is a responsibility for myself, our teachers, and our students to expect more, do more, and achieve more as we set out to make this school year one of the most memorable in the proud history of Huntingdon High School.

The information provided in your student handbook is designed to assure you are provided a safe learning environment and have an opportunity to achieve success in all aspects of your high school experience. Our goal is for you to enjoy your time at HHS as we challenge you educationally and prepare you for the college or career of your choice. I encourage you to take pride in the appearance of our school and strive to be a student ambassador that embraces the high expectations that those who have come before you have established. Together, let's make this a great and unforgettable school year. Go Mustangs and Fillies!

Dr. Jonathan Kee
Principal

MISSION STATEMENT

Huntingdon High School will provide a safe educational environment where all students can develop the skills needed to be productive toward a college or career path and be contributing members to society.

NOTICE

All teachers and paraprofessionals at Huntingdon High School are Highly Qualified. Should you desire any information as to the qualifications of your child's teachers and/or paraprofessional, please contact the school.

It is the policy of the Huntingdon Special School District not to discriminate on the basis of sex, race, national origin, creed, age, marital status, or disability in its educational programs, activities or employment policies as required by Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Educational Amendments and Section 504 of the Federal Rehabilitation Act of 1973.

Inservice/

Admin. Day

Holiday/Break

Staff Development

End of Grading Period

FALL SEMESTER

July 2020						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SPRING SEMESTER

January 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

**Huntingdon High School
2019 Cross Country Schedule
Cross Country
2020**

August 18	Dresden
August 25	West Carroll
September 8	Scott's Hill
September 15	Union City
September 22	Huntingdon
September 29	TCA
October 6	Lexington
October 13	Obion County
October 20	Martin Westview
October 27	Region 7 Small School Regional (Martin Westview)

*All afternoon meets starts at 4:30 unless otherwise announced

2020 HHS Golf Schedule:

<u>Date:</u>	<u>Opponent:</u>	<u>Location:</u>
August 6th	McKenzie, Clarksburg, Gleason	Carroll Lake
August 10th	Obion County	*Troy*
August 11th	McKenzie, South Gibson	Carroll Lake
August 13th	Camden	*Camden*
August 17th	Gleason	Carroll Lake
August 24th	Clarksburg	Carroll Lake
August 25th	Milan	*Milan*
August 27th	Camden	*Camden*
August 31st	Mckenzie, Camden	Carroll Lake
September 10th	Gleason	Carroll Lake
September 14th	District	*Milan*

HUNTINGDON HIGH SCHOOL
FOOTBALL 2020

AUGUST	21	MCKENZIE	HOME	7:00
AUGUST	28	WAVERLY	HOME	7:00
SEPTEMBER	4	BRUCETON	AWAY	7:00
SEPTEMBER	11	CAMDEN	AWAY	7:00
SEPTEMBER	18	MCEWEN	HOME	7:00
SEPTEMBER	25	MILAN	AWAY	7:00
OCTOBER	2	COLLINWOOD	HOME	7:00 (Homecoming)
OCTOBER	9	WAYNE COUNTY	AWAY	7:00
OCTOBER	16	PERRY COUNTY	HOME	7:00
OCTOBER	23	MIDDLETON	HOME	7:00 (Senior Night)
OCTOBER	30	OPEN		
NOVEMBER	6	PLAYOFFS	TBD	

Huntingdon Mustangs & Fillies 2020-2021 Varsity Basketball Schedule

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Time</u>
Tuesday	Nov. 17	@ TCA (HOC)	6:00
Saturday	Nov. 21	@ Summertown	2:00
Monday	Nov. 23	Dresden	6:00
Tuesday	Nov. 24	@ Scotts Hill	6:00
Monday	Nov. 30	Henry Co.	6:00
Friday	Dec. 4	@ Dresden	6:00
Tuesday	Dec. 8	@ Gleason	6:00
Thursday	Dec. 10	Carroll Academy (Boys)	6:00
Tuesday	Dec. 15	@ Henry Co.	6:00
Friday	Dec. 18	Greenfield	6:00
Monday	Dec. 21	@ GC v Humboldt (Girls)	6:00
Tuesday	Dec. 22.	@ Camden	6:00
Mon - Wed	Dec. 28-30	Point Guard Classic	TBA
Tuesday	Jan. 5	@ West Carroll	6:00
Thursday	Jan. 7	Gleason	6:00
Friday	Jan. 8	Big Sandy	6:00
Tuesday	Jan. 12	Bruceton	6:00
Friday	Jan. 15	McKenzie	6:00
Tuesday	Jan. 19	@ Clarksburg	6:00
Friday	Jan. 22	West Carroll	6:00
Monday	Jan. 25	Scotts Hill	6:00
Tuesday	Jan. 26	@ Big Sandy	6:00
Friday	Jan. 29	@ Bruceton	6:00
Tuesday	Feb. 2	Clarksburg	6:00
Friday	Feb. 5	@ McKenzie	6:00
Thursday	Feb. 11	@ Greenfield	6:00

Feb. 13 - 20	11A District Tournament @ Bethel University
Feb. 20 - 25	6A Region Tournament
Feb. 27 & Mar. 1	Sub-State Games
Mar. 4-6	Girls State Tournament
Mar. 11-13	Boys State Tournament

DAILY SCHOOL SCHEDULE

7:50	Dismissal Bell
7:55-8:05	Homeroom
8:10-9:25	1 st Period
9:30-10:45	2 nd Period
10:50-11:30	Mustang Prep
11:30-1:25	Lunch/3 rd Block
Group 1:	Lunch (11:30-11:55) 3 rd Block (12:00-1:25)
Group 2:	Lunch (12:00-12:25) 3 rd Block (11:35-12:00) (12:30-1:25)
Group 3:	Lunch (12:30-12:55) 3 rd Block (11:35-12:30) (1:00-1:25)
Group 4:	Lunch (1:00-1:25) 3 rd Block (11:35-1:00)
1:30-2:50	4 th Block
2:50	Early Bus
2:55	Drivers/Parent Pickup/Late Bus

SCHOOL SCHEDULE

Huntingdon High School follows the 4 x 4 block schedule. As a general rule, the school follows this format:

2 semesters a year/ 2 quarters a semester

4 classes per day per semester

80 minutes in length per daily class

5 days per week

45 days per quarter/ 90 days per semester

8 possible credits per school year

28 credits required for graduation

32 possible credits to earn

***All students will be assigned to daily enrichment, remediation, or intervention for 40 minutes which will be dependent on each student's specific academic needs.**

ATTENDANCE LAW

Ages of Compulsory Attendance – Every parent, guardian, or other legal custodian residing within the state of Tennessee, having control or charge of any child or children between the ages of six (6) and seventeen (17) years, both inclusive, shall cause the child or children to attend public or nonpublic school, and in the event of failure to do so, shall be subject to the penalties provided by law (TCA 49-6-3001).

ATTENDANCE POLICY

Good attendance is a state requirement for high school graduation. We consider good student attendance a vital and integral part of each course at Huntingdon High School. Additionally, each course will include comprehensive testing; therefore, attendance is vital for academic success.

The absence limit is 8 per class per semester. Beginning with the 9th absence, no credit will be awarded for each class the student has exceeded the limit. Credit can be attained if an attendance hearing has been asked for by the parent or guardian and approved by the attendance review committee. Also, the student must have a passing grade in that subject. If a student misses more than thirty minutes per block, he/she is considered absent for that class period. Students absent for school activities/trips are considered present if a School Sponsored Activity (SSA) form signed by all teachers is on file.

Excused Absence – Absences accumulate for the entire year. Students absent for any reason must bring a signed note from their parent/guardian. The note must include the reason for the absence and a telephone number where the parent/guardian can be reached to verify the note. Absences for students' personal business require direct parent contact. Notes will not be accepted.

Excused absences will be allowed for the following reasons:

1. Personal illness
2. Death in the immediate family
3. Doctor's appointment which cannot be scheduled outside school hours

Any other excused absences must have the principal's or assistant principal's approval. Driver's license testing will be excused 2 times per year with documentation. After 5 absences, a doctor's note will be required for the absence to be excused. A letter will be sent home from the school reminding parents when their child has accumulated 5 absences. Students who do not bring a written excuse to the assistant principal or designee will be given an unexcused absence regardless of the reason for the absence(s). Students will be given 3 school days upon return to school to submit proper documentation for an excused absence (even if the student is not in attendance each day during the 3-day period). Students will not receive an excused absence if they miss all day for an appointment of short duration.

It is a parent/guardian(s) decision to take their student out of school. The school, however, determines if absences are excused or unexcused. Students who leave during the school day must sign out and the above policies apply.

Unexcused Absence – Once students accumulate 5 unexcused absences, they will be subject to truancy charges. Parents/Guardians will receive a letter from the district attendance supervisor notifying them of the absences. Continued unexcused absences will warrant truancy charges being filed with the Carroll County Juvenile Court System. Once a student accumulates 5 unexcused absences, he/she will not be allowed to attend school field trips during the school day.

Driver License – Students must attend school until they are 18 years old. To obtain a driver's license a student must comply with attendance rules and make satisfactory academic progress. On a block schedule, satisfactory academic progress is defined as passing at least two out of four courses at the end of a semester. Failure to maintain progress may result in a student's license being revoked by the Tennessee Department of Transportation.

Late To School – Punctuality is vital to an effective learning environment and an important work skill. HHS strives to promote student responsibility and punctuality with consequences for being tardy on initial arrival to school. A student will be allowed 2 morning tardies (per semester) without penalty. Subsequent tardies will result in disciplinary action determined by school administration (After-School detention, In-School Suspension, Alternative School, etc.)

College Days – Seniors will be allowed 2 college days during the school year to visit or tour a college of interest. One day is of their choice, and the 2nd day will be on the state-wide ACT testing day for juniors in the spring. To be an excused absence, seniors must provide documentation from the college that he/she chooses to attend and is responsible for any missed class work.

ABSENTEE PROCEDURES

1. Students who are absent must, upon their return to school, bring a signed parent note to the assistant principal or designee after morning announcements. These notes must be turned in to the assistant principal after checking in with the homeroom teacher and morning announcements.
2. Students must have an admit slip (excused or unexcused) to be admitted to class following an absence.
3. Tardy students will not be admitted to 1st period without an admit slip from the assistant principal or designee.
4. Students, age 18 or older, after 10 consecutive or 15 total unexcused absences will be considered "withdrawn".
5. All missed class work or tests may be made up, provided the student makes the request immediately upon returning to school and class time is not taken from other students. Students will have 5 school days to complete and turn in missed assignments that were given when absent.
6. High school students are required to be in attendance for a total of 3 hours and 15 minutes to be counted as present for the school day according to Tennessee State Law.
7. Students are not to miss more than 30 minutes of each block class to be counted as present for that class.
8. Students who represent HHS in after-school activities must attend at least 2 class periods in order to practice or participate in that given activity. These activities will include, but are not limited to: cheerleading, athletics, band, field trips, and student competitions.

ATTENDANCE TIER INTERVENTION PLAN

**By state law, each school district is required to follow a tiered intervention plan in regard to compulsory student attendance. Below is an outline of steps that will be followed.*

3 Unexcused Absences - Attendance Contract

7 Unexcused Absences - Intervention Plan

10 Unexcused Absences - Final Intervention

GRADUATION REQUIREMENTS

English-4 units

Math-4 units (Must include Algebra I, Geometry, Algebra II, and one advanced Math)

Science-3 units (Must include Biology I, Chemistry I, and one additional lab science)

Social Studies-3 units (World History/Geography, US History/Geography, and American Government/Economics)

Health/Wellness-1.5 units

Personal Finance-.5 units

Foreign Language-2 units

Fine Arts-1 unit (May be waived for non-university path to enhance elective focus)

Plan of Study-3 units

Electives-6 units

Total 28 units

DISTINGUISHED SCHOLAR PROGRAM

The Distinguished Scholars program for Huntingdon High School has been implemented beginning with the freshman class of 2015-2016. The stipulations included in this program will govern the class ranking and the selection of the Valedictorian and Salutatorian of each graduating class beginning with the class of 2019 and thereafter.

- A. Class ranking for Distinguished Scholars will be determined by averaging only the 22 required courses. The remaining elective courses will be included in the total GPA, but will not affect class ranking.
- B. A student must maintain a 90 overall average in each required course. If a student's overall average in a course drops below 90 then the student will be put on probation for 1 semester. During the probationary semester a student must maintain a 90 overall average in all enrolled courses to be removed from probation, If the student's overall average drops below 90 in two or more courses in a given semester, then the student will be removed from the program. At any time the student does not receive course credit(s) due to attendance, he/she will be removed from the program.
- C. Distinguished Scholars will be given preferential ranking followed by students receiving a regular diploma.

Distinguished Scholar Required Courses

English	Honors in I, II, Dual Enrollment English 1, and Dual Enrollment English 2	4
Math	Algebra I, Geometry, Algebra II, Pre-Calculus or Dual Enrollment Math, and Calculus	5
Science	Biology I, Chemistry I, Physics, and one of the following two (Biology II, Chemistry II)	4
History	World History and Dual Enrollment U.S. History	2
Fine Arts		1
Foreign Language		2
American Government and Economics		1
Personal Finance and Physical Education		1
Wellness		1
Elective	Computer Applications	1
		Total 22

*Students choosing to pursue the distinguished school program will be required to take Dual Enrollment classes if tuition is covered. If not, the student may enroll in the course equivalent at the school level.

STATE EXAMS

Students are expected to take end of course examinations in the following courses:

English I, II	US History
Algebra I, II	Biology I
Geometry	

*Students who fail to take a state exam will receive an “incomplete” and will be required to make up the exam at a designated date. Students who do not make up the exam due to unexcused absences will receive a zero. If the student’s absences are excused, his/her last common assessment grade will be used. **Student scores will count 15% of the final grade in each course.

FINAL EXAMS

Students have the opportunity to be exempt from final exams in a course if they meet all of the following requirements:

1. No discipline referrals that require action (e.g. warning does not require action)
2. Maintain at least an A or B average in the class prior to the final exam (rounded to the nearest tenth)

Students who do not meet the exemption criteria, will be required to take final exams in all courses.

GRADUATION WITH HONORS AND DISTINCTION

Students who score at or above all of the subject area readiness benchmarks on the ACT or equivalent score on the SAT will graduate with honors. Students will be recognized as graduating with “distinction” by attaining a B average and completing at least one of the following:

1. Earn a nationally recognized industry certification
2. Participate in at least one of the Governor’s Schools
3. Participate in one of the state’s All State Musical organizations
4. Be selected as a National Merit Finalist or Semifinalist
5. Attain a score of 31 or higher composite score on the ACT
6. Earn 12 or more semester hours of transcribed postsecondary credit

ACADEMIC LETTER

To receive an academic letter, students must earn only A’s and B’s on their report card for two consecutive semesters. Freshman students will not be recognized until the fall semester of their sophomore year. Transfer students must be enrolled for 2 semesters to be eligible.

GRADING POLICY/REPORT CARDS

The teacher determines grades after carefully considering the pupil’s ability, achievement, attitude, conduct, effort, and attendance. Formal report cards will be sent home every nine (9) weeks. Student progress reports will be sent home at 3 week intervals between the formal 9-week report cards.

Marking Cards and Permanent Records – Numeric grades are assigned for each grading period, semester exams, and semester averages. The following grading scale will be used:

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

Course Requirements – Students are required to enroll in at least eight (8) classes per year, including activities and athletics.

Determining Classification – Students will be classified according to the number of credits earned:

10th Grade – Minimum 4 credits
 11th Grade – Minimum 12 credits
 12th Grade – Minimum 20 credits

SENIOR RANKING

Grades will be calculated to four places past the decimal to determine senior class rank. Special Education, Band, Weightlifting, Football, and Basketball, and Journalism classes will not be used to determine rank. Rank will be determined at the end of the year.

COURSE OFFERINGS

English

English I, II, III, IV
 Honors English I, II, III

Math

Algebra I, 101, 102
 Geometry I,
 Algebra 2
 Bridge Math
 Pre-Calculus
 Calculus

Foreign Language

Spanish I, II

Science

Physical Science
 Biology I
 Biology 2
 Chemistry I, II
 Physics

Other

Journalism (Approval)
 Driver's Education
 Work-Based Learning

Social Studies

World History
 US History
 American Government and
 Economics

Wellness/Physical Education

Wellness
 Physical Education
 Football
 Girls Basketball
 Boys Basketball
 Weightlifting I, II, III, IV

Visual Performing Arts

Visual Art I, II, III
 Instrumental Band I and II
 General Music

Health Science

Health Science Education
 Medical Therapeutics
 Anatomy and Physiology
 Clinicals
 Nursing Education

Agriculture

Agriscience
 Large Animal Science
 Landscaping and Turf
 Greenhouse Management
 Principles of Plant Science
 and Hydro

Business Info. and Tech.

Computer Applications
 Business Communications
 Business Management
 Introduction to Business and
 Marketing
 Advanced Computer
 Applications

Dual Enrollment/Credit

US History (DE)
 US History (State DC)
 Psychology (DE)
 English 1 & 2 (DE)
 College Algebra (DE)
 Plant Science (DE)
 Animal Science (DE)
 Nursing Services (DE)
 TCAT Programs (DE)
 Wellness (DC)
 Personal Finance (DC)
 Computer App (DC)

RIGOR POINTS

Due to state policy, students enrolled in honors courses will receive 3 additional points on their final average. Students enrolled in dual enrollment classes will receive 4 additional points on their final average.

CREDIT RECOVERY

Students will be expected to enroll in credit recovery if course credit is not earned with at least a grade of 70. Students must earn an average of at least 50 to be eligible for credit recovery. Students will be expected to complete course credits online with the supervision of a designated certified staff person. A *Plus* will provide the online instruction and assessment for students to recover course credit. Credit recovery will be offered after school hours and in the summer. Students will be expected to complete the online course within a calendar year or the student will be required to retake the course. Students who miss 4 times in a given semester will be withdrawn from the program. Parent consent will be requested at the conclusion of a course that a student does not earn credit. To be removed from credit recovery, a student must earn a score that when averaged with the original course grade is at least a 70.

Scenario 1: Course Grade: 60 Credit Recovery: 80
Final Grade: 70 PASS

Scenario 2: Course Grade: 60 Credit Recovery: 70
Final Grade: 65 NOT PASSED

BETA CLUB

Beta Club – Membership in the Beta Club shall be by invitation only to students who have met the academic requirements of Beta and displayed the principles of character, leadership, and service. Students are eligible for membership after their 1st semester of their freshman year. To join, students must have an 88 final average in all subjects during the fall semester of their freshman year. Additionally, students should not have more than one official disciplinary action during the fall semester. After joining Beta Club, students could lose membership if overall class averages drop below 88 for two consecutive semesters, any class average is below an 80, or the student has three disciplinary actions within a school year. Each student who is invited to Beta Club will receive the guidelines for membership and must comply with the expectations in order to maintain membership.

STUDENT CONDUCT

Students are representatives of HHS at functions on and off campus and are expected to conduct themselves in a mature manner showing pride in and respect for both our school and community. The following are expectations for student conduct:

1. Students will be in the classroom before the tardy bell rings.
2. Students will not run or “horseplay” in the building or on school grounds.

3. Students arriving before 7:50 a.m. will report to the cafeteria or library. Students who choose to eat breakfast will eat in the cafeteria and remain in the cafeteria until the 7:50 dismissal bell.
4. Students should not wear hoods or hats in the building.
5. Students will enter the building immediately after arriving on campus.
6. Students will not congregate or sit in the halls preventing the flow of traffic.
7. Students will not bring Mace, inappropriate sprays, or harmful chemicals to school.
8. Students will not leave campus without permission from the office. Students must sign out. Any student signing out of school during the school day must have parental permission. Permission may be obtained by:
 - a. The parent/guardian reporting to the office and signing out a student.
 - b. The parent/guardian calling the school and speaking with school administration.
 - c. The parent/guardian sends a note requesting the student be allowed to sign out. A telephone number should be included in the note. The parent/guardian may be contacted to verify the note.
9. Students will not go to parked cars without authorization from the principal or his designee.
10. Students will not be allowed to receive lunch at school from outside retail sources (i.e. Wendy's, McDonalds, Sonic, etc).
11. Students will not take food/drinks into the classroom unless permission is granted.
12. Students will not be allowed to pick up schedules or register for the next year with any outstanding debts.
13. Students will board buses in the designated areas only.
14. No loitering on campus after 3:00 p.m.
15. Students cannot bring visitors to school.
16. Students are not to bring items to school to sell to other students. Any private invitation to birthday parties or other events should not be passed out at school.
17. Students will not use profane or indecent language.
18. Students will follow legitimate requests made by teachers or school administrators.
19. Students will not give or receive help on examinations.
20. Students will not engage in misbehavior which will cause bodily injury to another or self.
21. Students will not engage in improper use of computers or other electronic equipment.
22. All school policies apply to extracurricular events.
23. Students will respect school property and the property of others.
24. Ear phones/ear buds will not be worn in the hallways. They will only be allowed in the classroom upon teacher permission and in the cafeteria when administration permits.
25. Food/Drinks are not allowed in the gym during the school day except when allowed during break.
26. Students removed from school events by school or game officials will be suspended from future schools events based on the following:
 - 1st offense-2 weeks
 - 2nd offense-Rest of school year

***3 or more infractions will prevent a student from attending student events such as intramurals or field day.

****Students who break school rules while attending a school event off campus will not be

allowed to attend other school events off campus the remainder of the school year.

COMPUTER/ELECTRONIC USAGE

Huntingdon High School is pleased to offer computer, network, and Internet access to our students. While our intent is to make access available to further educational goals and objectives, students and employees may find ways to access other materials as well. We believe that the benefits from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any possible disadvantages. Ultimately, parents and guardians are responsible for setting and conveying standards that their children should follow on the Internet just as they do on the use of all media information sources such as television, telephones, movies, and radio. Any violation of the Network and Internet Rules may result in disciplinary action up to and including suspension and/or expulsion. When applicable, law enforcement may be involved.

CHROMEBOOK AGREEMENT

To promote technology integration into classroom instruction all students in grades K-12 will be provided the following devices: Chromebook (grades 3-12), Samsung Tablet (grades PK-2). Students in grades 3-8 will have access to a Chromebook only at school and will not be allowed to carry the device home unless the district determines the need for distance learning. Students in grades 9-12 will be permitted to use the Chromebook and power cord at school and home. Device support will be provided by each student's designated school and staff.

1. Huntingdon SSD Internet Policies and Procedures will be strictly enforced when accessing the Internet. Students who bypass the filtering process will be in violation of school board policy. Violation of these policies may result in disciplinary action.
2. According to Huntingdon SSD Policies and Procedures and stated in the District Student-Parent Handbook, students and parent/guardian are responsible for all items assigned to them at the school level and the board may require restitution of property at market value or damages where appropriate.
3. Swapping, reconfiguring, or tampering with hardware or existing software will result in disciplinary action. This includes, but is not limited to, the following:
 - a. Altering or removing any software setting(s) or hardware components
 - b. Deleting programs or altering setups
 - c. Installing unauthorized software or downloading unauthorized files, viruses, games, programs, or other electronic media - prohibited for student and parent/guardian
 - d. Changing the device login settings
 - e. Putting physical marks or deliberately damaging any storage cases or equipment such as removing keys or defacing hardware
4. Any inappropriate use, unattended computer, or destructive care of a computer or its case will result in:
 - a. Parent/guardian notification
 - b. Disciplinary sanctions as outlined in the Student Handbook.
5. The computer being issued is an **educational tool and should only be used in that capacity**. Once the computer and power cable are issued to the student and his/her family,

the student is responsible for it at all times. Any inappropriate or destructive use of the computer or power cable should be reported to the teacher immediately.

6. The computer should be in the possession of the student to whom it is assigned or locked in a secure location at all times. The computer should be kept away from food and drinks. The computer should never be left unattended (during lunch, in the locker room, after school, before-during or after extra-curricular activities, etc.). If a computer is found, it must be turned in immediately to the school office.
7. The student is to use only his or her assigned computer.
8. The student is responsible for fully charging the computer each night. Computers should be brought to school every day for use during classes. Failure to return the computer to school for classroom use may result in disciplinary action.
9. If the computer is lost or stolen while signed out to you, the school principal must be notified immediately. In addition, the board may require restitution of property at market value or damages where appropriate.
10. The student will return the computer to the school at the end of each semester and/or when requested by school administration. If not returned, the computer will be considered lost or stolen.
11. The student will return the computer to school if he or she transfers to another school. If the computer is not returned, it will be considered lost or stolen.
12. The parent/guardian will supervise student use of the computer at home.
13. The student/parent/guardian will not attempt to repair the computer nor attempt to clean it with anything other than a soft dry cloth.
14. The student/parent/guardian will report any problems with the computer to the school.
15. The school system assumes no responsibility for any unauthorized charges, including but not limited to credit card charges, long distance telephone charges, equipment and line costs, or for any illegal or unauthorized use of its computers such as copyright violations.

Computer/Network Rules and Guidelines

1. Huntingdon SSD maintains administrative control so that, at any time, a teacher or HSSD employee may access any information on the student computer including email and Internet history.
2. HSSD acceptable use policies and procedures should be followed at all times.
3. A student who violates any HSSD policies and procedures will be subject to disciplinary sanctions as outlined in the Code of Student Conduct.
4. Personal information should never be shared over the Internet. If a student is asked for personal information, a teacher or administrator should be notified immediately.
5. The student/parent/guardian is not permitted to view, send, or display obscene, profane, lewd, vulgar, rude, disrespectful, threatening, or inflammatory language, messages, or pictures.
6. The student/parent/guardian is not permitted to use the computer in any way that would cause harm to others or damage to their property.
7. If a student is harassed online in any way, a teacher or administrator should be notified immediately and appropriate measures will be taken to address the concern.
8. As required by the Children's Internet Protection Act, a current filtering solution is maintained by the district for school computers and school and home use on the mobile computer. The district cannot guarantee that access to all inappropriate sites will be blocked. It is the

responsibility of the user to follow guidelines for appropriate use of the network and the Internet. HSSD will not be responsible for any problems suffered while on the Internet. Use of any information obtained through the Internet is at the user's own risk. If a student accidentally accesses an inappropriate website, this should be reported immediately to a teacher or administrator. The student should close the site, but note the web address, date and time of this incident.

9. HSSD will not serve as the Internet Service Provider (ISP) for home use. However, HSSD will provide filtering of the mobile computers while connecting to the internet from home. If the parent/guardian choose for the student to access the Internet from home, the parent/guardian must contract with a ISP (e.g, Charter, AT&T, etc.)
10. Electronic communication should be used only for appropriate, legitimate, and educational purposes.
11. The student/parent/guardian must comply with all copyright laws.
12. Access to any unreported inappropriate sites or involvement in online harassment will result in:
 - a. Parent/guardian notification
 - b. Disciplinary sanctions as outlined in the school handbook

BREAK

Students will have the opportunity to earn a 20 minute break by following expectations established by school administration. The following guidelines are expected during break and are not limited to:

1. The school will not provide change for use of the drink/snack machines.
2. The school will not be responsible for lost money.
3. Each student is responsible to clean up after themselves. This includes any spills, wrappers, cans, bottles, and paper.
4. All food/drinks must remain in the gym.
5. All food/drinks must be finished before class starts.
6. All food/drinks must be purchased before entering the gym.
7. Students must remain in the gym during break.
8. Students may use their cell phones but outside calls should be made in the office.
9. Students may wear ear buds/headphones during break.

Break is contingent upon student behavior and neatness of the break area. Break may be revoked if students do not police their areas (leave the area untidy), or if conduct is not appropriate. Break is a privilege, not a necessary part of the school day.

GENERAL SCHOOL RULES

Visitors – All visitors are required to report to the front office and sign in before visiting anyone in the school building.

Telephone – Student use of the telephone is limited to the front office before and after school. Teacher approval is required for all calls during the school day. Incoming calls will be accepted in emergencies only. All calls will be logged.

Halls – Students are expected to walk in the hallways, classrooms, and common areas. Students are not to congregate in hallways between periods and lunch. Public display of affection – kissing, embracing, caressing, etc. will not be allowed. Students are not to have earbuds or headphones out in the hallways and hoods/hats will not be allowed inside the building.

Lunchroom – Students are expected to go to the lunch area in an orderly fashion. Students must report directly to the cafeteria at lunch and remain there. Students should clean up their eating area prior to returning to class. If the cafeteria is left untidy, cell phone privileges will be revoked.

Bullying/Intimidation – Students shall be provided a safe learning environment. It shall be a violation of school policy for any student to bully, intimidate, or create a hostile educational environment for another student.

Harassment, bullying, and intimidation occurs if:

1. The act takes place on school grounds, at any school-sponsored activity, on school-provided equipment or transportation or at any official school bus stop, if the act either physically harms a student or damages his/her property, or knowingly places the student in reasonable fear of such, causes emotional distress to a student or students, or creates a hostile educational environment.
2. The act takes place off school property or outside of a school-sponsored activity, an act of harassment, bullying or intimidation occurs if the act is directed specifically at a student or students and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment or learning process. These acts may also take place through electronic means. Alleged victims of the above-referenced offenses shall report these incidents immediately to a teacher, counselor, or building administrator.

A substantiated charge against a student may result in corrective or disciplinary action up to and including suspension.

Fighting – Students are always expected to conduct themselves in an orderly and respectful manner. Those students who abuse the rights of others and resort to fighting will face the following consequences:

1. 5 days of Alternative School
2. 10 days of Alternative School
3. 15 days of Alternative School

Lockers – A student shares a locker with the school as co-tenant, and the school administration has the right to conduct periodic searches. Students are not to enter lockers not assigned to them without the student tenant's permission. Stealing will not be tolerated.

Cell Phones –

1. Students may possess cell phones at school. Cell phones should remain off during class time and the phone should never be used as a camera (video or still). Students phones will be taken up if evidence shows the phone to be used during class time (e.g. recording video or taking pictures in class).
2. Students will be provided an area to turn in cell phones at the beginning of each class.

Students will be allowed to pick up their phone at the end of class.

3. Cell phones will not be allowed during school assemblies or any school safety drill.
4. Cell phones are only to be turned on during non-instructional time (between classes, break, lunch, etc.). Phones should not be seen, heard, or used at any time during class and should remain off until the class period is over.
5. During times of testing and other student evaluations, students are to turn in their cell phones and smart watches until the test is complete in order to not compromise test security and avoid cheating.
6. Any phone calls needing to be made should go through the school office.
7. Cell phones may not be used by a driver of an automobile while the automobile is in motion on campus.
8. Any extension of a cell phone such as a smartwatch that can be distracting to the learning environment will be taken up if students are using it during class time. Smart watches are not to be used for texting during class time.
9. In permitting possession of cell phones, the school and its employees are not liable for the loss or damage of the device and its misuse by another person.
10. Students are expected to use sound judgement when using their cell phone and inappropriate pictures or videos will warrant disciplinary action. If the phone causes any disruption in the educational process, the phone will be confiscated according to the following guidelines:
 - 1st offense After School Detention and the phone is kept in the office for three days then returned to the student.
 - 2nd offense After School Detention and the phone is kept in the office for five days, and the parent/guardian picks up the phone after a meeting has been held with school administration.
 - 3rd offense After School Detention and the phone is kept in the office for 10 days (parent must pick it up).
 - 4th offense In School Suspension and the phone is kept in the office until the last day of school (parent must pick it up).

These offenses do not start over at the beginning of the second semester.

11. Refusal to surrender the device to a staff member could result in alternative school placement or punishment deemed necessary by school administration.
12. A teacher may grant students permission to use their cell phones for instructional purposes only.
13. Students will be allowed to have their phones out during lunch and listen to music with their personal headphones or a probationary basis. If the cafeteria is not left in a orderly fashion after lunch then students will lose the privilege.

Other Electronic Devices – Students may not possess any electronic device including but not limited to: pagers, toys, games, CD players, radios, iPods, MP3 players, iPads, etc.) at the school or on the school campus. Any electronic devices brought to school will be confiscated according to the

following guidelines.

- 1st offense After School Detention and the phone is kept in the office for three days then returned to the student.
- 2nd offense After School Detention and the phone is kept in the office for five days, and the parent/guardian picks up the phone after a meeting has been held with school administration.
- 3rd offense After School Detention and the phone is kept in the office for 10 days (parent must pick it up).
- 4th offense In School Suspension and the phone is kept in the office until the last day of school (parent must pick it up).

These offenses do not start over at the beginning of the second semester.

* Refusal to surrender the device to a staff member could result in alternative school placement or punishment deemed necessary by school administration.

**Students who wish to bring and use their personal laptop computer, kindle, Ipad, etc. for an educational purpose (i.e. course work, research, etc.) must have the approval of school administration prior to bringing the device to school. Failure to comply with this rule will result in the above consequences.

*****Students should not have any electronic device out in class or in the hallways without approval from school administration (e.g. ear buds, tablets, etc.). Ear buds/headphones that are worn in the hallways or in class without permission will be confiscated and kept until the end of the day. Repeat offenders will receive after school detention. Ear buds/headphones should only be used for instructional purposes during instructional time. Teacher permission must be given prior to students using ear buds/head phones.**

****Students may be asked to remove smart watches during testing.

Dress Code – Students shall dress in a clean, neat, and modest manner so as not to distract or interfere with the operation of the school. Students should be well groomed at all times. The following guidelines are the minimum expectations for student dress code and are not an all-inclusive list:

1. Hair should be neat and worn out of the eyes. Haircuts, hairstyles, or hair color that is non-traditional to the point of causing a distraction is not allowed.
2. Sufficient underclothing is required. All dresses, skirts, and pants should be no more than 3 inches above the knee.
3. Students will wear clothing with sleeves over the shoulders and that covers the stomach.
4. Students will not wear clothing that is see through, backless, or shows the midriff. No under garments should be seen.
5. Students may wear clothes with holes, tears, patches, or frays as long as skin is not showing.
6. Students will not wear sagging pants. All pants will be worn at the natural waistline and all shirts will be the proper fit. A belt will be worn if needed. If a belt is worn it will be buckled.
7. Form fitting garments will not be worn as outer garments. This includes all compression wear,

tights, leggings, jeggings, yoga pants etc.

8. Caps, hoods, bandanas, chains, sunglasses, picks, ropes, spikes, and combs will not be allowed to be worn.
9. Any clothing advertising or promoting tobacco, alcoholic beverages, drugs, violence or profanity, or any other inappropriate phrases or pictures will not be allowed.
10. Students may not wear clothing or accessories which display words or images that are deemed to offend other students on the basis of sex, race, national origin, ancestry, handicapping conditions, etc. (Malcolm X, rebel flags, etc.)
11. Clothing cannot be worn wrong side out.
12. Trench coats, muscles shirts, and tank tops are not to be worn.
13. Pajamas, sleepwear, and house shoes are not to be worn.

While not considered student dress, the following can cause distraction to the normal educational process and will not be allowed:

*Body piercing (tongue ring, eyebrow, etc.) except for traditional piercings (ears and small stud in nose only)

*Fingernails that are excessively long

*Tooth coverings (grills or fangs)

Clothing worn too short, too low, or too tight is considered a distraction and administrative judgment will take precedent. If any student has a concern about the appropriateness of an item, he/she would do best by not wearing it. When in the opinion of administration and/or teacher, a student is not properly dressed or exhibits grooming which is detrimental to the school environment, appropriate action will be taken. Students found in violation of the school dress code will NOT be allowed to return to class until the offense is corrected.

Violation of dress code policies will result in the following disciplinary actions:

<u>1st offense</u>	Warning, efforts will be made to contact the parent and the student will be sent home to change.
<u>2nd offense</u>	Warning, efforts will be made to contact the parent and the student will be sent home to change.
<u>3rd offense</u>	After-school Detention, efforts will be made to contact the parent and the student will be sent home to change.

* Students continuing to break dress code rules will be sent to ISS or alternative school or additional punishments will be considered.

**Missed class time will count as an unexcused absence. If a student cannot be picked up, he/she will be assigned in-school suspension for that day.

After School Detention – After school detention will be scheduled weekly and will extend the school day until 5:00 p.m. Students assigned detention will be expected to be in the designated area by 3:00

p.m. Students who fail to report to detention will be assigned one (1) day of ISS plus serve the detention the following week. Failure to serve that detention will result in Alternative School.

In-School Suspension (ISS) – In-school suspension is a supervised detention during the regular school day. The student's class work is completed in the ISS classroom. ISS is a restrictive environment for students with serious and/or repeated behavior problems at school. There is no tolerance for misconduct (behavior, refusal to work, sleeping, etc.) in ISS.

Alternative School – The Carroll County principals and superintendents have created an Alternative School to serve the high schools in Carroll County. Placement of students in the Alternative School will be the result of chronic or severe behavior problems.

1. Students will be placed in Alternative School for a minimum of five (5) days.
2. Students/Parent/Guardian(s) are responsible for their transportation to and from Alternative School. Classes will be held at the Carroll County Vocational Center in Huntingdon.
3. Students will be required to bring their own lunch.
4. If a student is assigned to the Alternative School, he/she will not be allowed to participate in any extracurricular activities at the home school site or away venue.

Exception: If a student completes Alternative School time, he/she could participate in activities that occur following the end of that school day.

5. A suspended student's instructor will be responsible for sending work to the Carroll County Technical Center. The instructor will also grade and evaluate all completed work.
6. Students sent to Alternative School will be required to take final exams and state mandated exams.
7. Students must complete all work before returning to regular classes.
8. If a student is absent from Alternative School, he/she must complete the assigned time before returning to HHS.
9. Students assigned to the Alternative School will not ride school buses.
10. Parents must accompany the students on the first day of alternative school.

Plagiarism/Cheating- Plagiarism and cheating will not be tolerated in any course. Students who are found to plagiarize information or cheat will be given a 0 for the assignment. For the 1st offense, students will have 2 weeks to correct the mistake and submit the assignment to the course instructor for a maximum score of 70. After the first offense, students will receive a 0 for any assignment they are found to plagiarize information or receive assistance. Any student who is found to have cheated on an assignment will receive an after school detention.

Parking and Vehicles – Parking is provided for teachers and students. Students should not sit in vehicles while parked on campus. Any vehicle located on school grounds is subject to search in accordance with Tennessee law (TCA 49-6-4204). Students driving motor vehicles to school must:

1. Provide proof of liability insurance before receiving a parking permit.

2. Park in his/her assigned space and have parking tag visible by attaching to rear view mirror.
3. Observe safe driving rules.
4. Not block driveways or building entrances.
5. Not interfere with the use of school buses.
6. Use the vehicle only on streets and driveways.
7. Have a valid Tennessee driver's license.
8. Not be in the parking lot during school hours.
9. Not drive to Vocational School unless permission has been granted from parents, HHS administration, and the Vocational School principal.
10. Have approval from HHS administration to operate a motor vehicle on the HHS campus.
11. Avoid leaving valuables in the vehicle and lock the vehicle.
12. Not be playing loud music while entering, exiting, or on campus.
13. Not sell or give parking permits to anyone.

Driving to school is a privilege. Students who do not comply with the above expectations and/or model safe driving may lose that privilege at the discretion of the administration. Students who are driving recklessly on campus will be suspended from driving on campus. Students who drive a vehicle to school without a parking permit will be assessed a \$5.00 fine.

Tobacco Usage – The possession and/or usage of any tobacco product will not be permitted in the school building or on school property. The use of any tobacco product will also be prohibited at all school functions.

Penalties for Tobacco Usage – According to Tennessee law (TCA 39-17-1505), it is illegal for all people under the age of eighteen (18) to use, possess, or purchase tobacco products. This law also compels school principals to issue citations to any student under the age of eighteen (18) for use or possession of tobacco products. This citation will be transferred to the Juvenile Court of Carroll County. The fine accompanying this citation is approximately \$50.00 for the first incident with larger fines for each succeeding incident. In addition to the court ordered fines, students will receive school punishment as well. This punishment will apply to any HHS student, not just those under the age of eighteen (18):

1st offense – 3 days ISS

2nd offense – 5 days Alternative school

3rd offense – 10 days Alternative School

*Repeated violations could result in referral to the school board for possible expulsion.

Drugs and Alcohol – No use or possession of alcohol or drugs will be permitted at school or at any school activity or event, such as banquets, ball games, class activities, trips, etc. Students suspected of use or possession of alcohol or drugs can expect the following:

1. Principal contact
2. Parental contact
3. Local police contact
4. Suspension from school

Withdrawal from School – A student withdrawing from school, for any reason, must report to the office and complete withdrawal procedures. Procedures include returning textbooks, library books, or other school materials and paying owed charges. Transfer of credits and release of records may be delayed if withdrawal procedures are not completed.

Library – The library opens at 7:30 a.m. All students are expected to be quiet, orderly, and courteous in the library. Please do not damage books, magazines, or library materials. If you need help finding books or materials, do not hesitate to ask the librarian. Detailed rules regarding use of the library are available from the librarian.

Athletics – The purpose of the Huntingdon Athletic Department is to build teams that will represent the school and the community in competitive interscholastic contests. To participate, a student must meet the standards of the Tennessee Secondary School Athletic Association (TSSAA) and abide by the rules established for team conduct. The goal of the athletic program is to teach a winning attitude, sportsmanship, teamwork, and leadership to promote and reward excellence. Details on eligibility are available from the coach of each sport or the athletic director.

Suspension of Pupils by Principal – Any principal or principal-teacher of any public school in Tennessee is authorized to suspend a pupil from attendance at school. This includes the school's sponsored activities and from bus transportation. The suspension must be for a good and sufficient reason. Good and sufficient reasons for such suspension may include, but shall not be limited to:

1. Willful or persistent violation of the rules of the school or truancy
2. Immoral or disreputable conduct or vulgar/profane language
3. Violence or threatened violence against the person of any personnel attending or assigned to any public school, or the property of any person attending or assigned to the school
4. Inciting, advising or counseling of others to engage in any acts herein before mentioned
5. Marking, defacing or destroying school property
6. Possession of a pistol, gun or any firearm on school property
7. Possession of a knife on school property
8. Assaulting a principal or teacher with vulgar, obscene or threatening language
9. Unlawful use or possession of a drug
10. Any other conduct prejudicial to good order or discipline in any public school.

ZERO TOLERANCE

Zero Tolerance offenses (TCA 49-6-3401) on school property or any school sponsored function will result in the student being expelled for a period of not less than one (1) calendar year. The director of schools may modify this expulsion on a case by case basis.

Zero tolerance acts are as follows:

1. Unlawful possession of any drug including any controlled substance
2. Battery on a teacher, administrator, school employee, or school resource officer

3. Unauthorized possession on school property of a firearm or weapon

MILITARY RECRUITER CONSENT

According to the Family Educational Rights and Privacy Act, it is acceptable for military recruiters to access your child's name, address, and telephone number from your child's educational records unless the parent/guardian declines this option. Parents/guardians will have the option of granting consent when they sign the parent consent form at the beginning of the school year.

BUS RULES

Students have the privilege of bus transportation in Carroll County. In order to maintain that privilege, students are expected to abide by the rules of conduct. These rules apply while students are on the bus or on school property while waiting to board or transfer buses or while students are exiting the bus. More than one infraction may occur during one bus route. A student who is suspended from one bus is suspended from all county buses for transportation to and from school. The rules listed here are an outline of minimum consequences. Offenses will be documented and, if possible, parents will be notified. Students may not continue bus transportation upon the fourth violation of any sort.

A. Any offense such as carrying a weapon or other offense deemed a serious endangerment or serious sexual misconduct (serious as determined by the principal and Carroll County Schools Transportation Department) will result in suspension from bus transportation for the remainder of the year. Zero Tolerance policies will be in effect.

B. Possession of tobacco products, smoking, possession of matches or lighters, Sexual misconduct or other offense deemed an endangerment (by the principal and Carroll County Schools transportation Department), Destruction of property, throwing objects, or fighting (as determined by the principal).

- 1st Offense Payment of property damages and 5 (five) days suspension from bus transportation
- 2nd Offense Payment of property damages and 10 (ten) days suspension from bus transportation
- 3rd Offense Payment of property damages and suspension from bus transportation the remainder of the school year.

C. Horseplay, not being seated, profanity, or possession of food or drink

- 1st Offense Warning from the driver or principal.
- 2nd Offense 3 (THREE) DAYS SUSPENSION FROM BUS TRANSPORTATION
- 3RD Offense 10 (TEN) DAYS SUSPENSION FROM BUS TRANSPORTATION
- 4TH Offense SUSPENSION FROM BUS TRANSPORTATION FOR THE REMAINDER OF THE SCHOOL YEAR.

LARGE ITEMS (18 INCHES) BALLOONS, AND GLASS CONTAINERS ARE PROHIBITED ON BUSES. BAND INSTRUMENTS MAY BE GIVEN TO THE DRIVER TO PLACE. AUDIO DEVICES AND OTHER NOISE PRODUCING INSTRUMENTS ARE ALSO PROHIBITED.

**After a ten-day suspension or third offense, the student and his/her parents must meet with the bus driver, bus department representative, and the principal before the student begins to ride the bus to school again.

** Parents/Guardians should not approach the bus to speak to the bus driver. For communication or safety concerns, contact Carroll County Schools Transportation department at (731)418-3034.

COVID-19 Bus Revisions

Although Carroll County Schools are taking the following precautions while transporting students to prevent the spread of germs that could lead to illnesses, it is the parent's/guardian's decision for students to ride a school bus. Carroll County Schools reserve the rights to adapt/revise these operating procedures as needed.

1. Please check your child's temperature and ensure it is below 100.4 degrees before allowing him/her to ride a bus.
2. Students will load the bus and be assigned a seat from back to front with the first students picked up sitting in the back of the bus. Family members will sit together as space allows. It will be a point of emphasis that students will stay in their seat until unloading at their destination. (To assist with the prevention of the spread of germs)
3. Each bus will drop off students at each school without transitioning students from one bus to another. The bus will unload from front to back at each location. Students will sit in the same assigned seat in the afternoon and morning routes. At the end of the school day, students should load the bus in the order they load in the morning from back to front.
4. Students being transported from one school to another will be assigned a bus to ride with an assigned seat.
5. Masks will be recommended to be worn by anyone riding on a Carroll County Schools bus.
6. Hand sanitizer will be provided for driver's and students' use upon loading and unloading the bus.
7. Windows should be lowered for ventilation. (Weather Permitting)
8. Buses will be cleaned and disinfected on a regular schedule.
9. Destination changes must be approved 24 hours in advance unless it is an emergency.

MEDICATION

If under exceptional circumstances a child is required to take non-prescription or prescription medication during school hours and the parent cannot be at school to administer the medication; only the principal or the principal's designee will assist in administering medication. The medication must be delivered to the principal's office in person by the parent or guardian of the student and the proper paperwork must be completed. For the student's safety, the parent must submit the original bottle of medication that has not been previously opened. Students should never be in possession of any non-prescription or prescription medication at school or on school buses. The only exception is medication used for asthma (inhalers) and epipens. Any student needing to carry an inhaler or epipen must notify the office and complete the proper paperwork before bringing to school. The parent or guardian shall be responsible for informing the front office of any changes in the student's health or change in medication.

HEALTH RECORDS

In accordance with state law, immunization certificates are required for students to attend Huntingdon High School. The following are required for high school attendance:

DTAP – 4 doses HEP B – 3 doses
 POLIO – 4 doses MMR – 2 doses
 VARICALLA – 2 doses or history of disease

HEALTH SCREENINGS

HHS is using the Pacer program in Physical Education classes and as a result, 9th grade Wellness and Physical Education students will be screened for Height, Weight, Blood Pressure, Vision, Hearing, and Body Mass Index. If a parent/guardian does not want their child’s BMI figured then please let the school nurse know at the start of the school year. Coordinated School Health enters this data and sends it into the state without your child’s name. These screenings remain private and are not shared with anyone other than the school nurse and Coordinated School Health.

FOOD SERVICE

Students will not be allowed to charge more than \$10.00 in the cafeteria for lunch and/or breakfast. Reminders will be sent home with students notifying them of lunch charges. Breakfast will be free to all students. Lunch is \$2.50. Please contact Denise Wortham, HHS Food Service Manager, at 731.986.4865 or by email at cafhhs@huntingdonschools.net if you have any questions.

TEXTBOOKS

Parents are responsible for textbooks given to students for instructional purposes by the Huntingdon Special School District. The following regulations pertain:

1. Textbooks must not be defaced, marked in with a pen, or pages torn. Textbooks must be kept clean and returned to the teacher when the student leaves school or is promoted to the next grade.
2. Students will be fined if textbooks are defaced.
3. If a student damages a book, he/she must pay for it on the following basis: NEW condition (full price); USED condition (pro-rated costs according to the age of the book).
4. If a pupil loses a book, he/she will pay for the book according to Board Policy.
5. Students will not receive credit for work unless books are returned and fines settled.

Most textbooks at the high school are now accessible online; however, if hard back textbooks are issued to students to use at home, parent/guardians(s) would be responsible for replacement costs if the book(s) are damaged or not returned to the school.

Title	Cost
TN Senior Bridge Mathematics	\$70.00
Prentice Hall Literature Common Core, grade 9	\$84.97
Prentice Hall Literature Common Core, grade 10	\$84.97

Prentice Hall Literature Common Core, grade 11	\$86.97
Prentice Hall Literature Common Core, grade 12	\$86.97
Elements of Language, 3rd Course (9)	\$73.15
Elements of Language, 4th Course (10)	\$73.15
Hodges' Harbrace Handbook, 16 ed, c. 2007 (English grade 11 & 12)	\$64.46
Business & Professionals Communications	\$88.95
Business Management	\$95.50
Spanish Autentico	\$81.97
Glencoe Health 11th Edition 2009	\$66.99
Glencoe Physical Science, 1st ed, 2010	\$69.99
Modern Biology (1), Holt/McD., 1st ed, 2009	\$76.95
Biology (2), Mader, Glencoe/McG. Hill, 9th ed., 2007	\$112.00
Chemistry: Matter and Change (1), Glencoe/McG., 1st ed., 2008	\$74.49
Chemistry (2), Glencoe/McG, 7th ed, 2007	\$133.47
Physics: Principles and Problems, Glencoe/McG., 10th ed., 2009	\$73.50
U.S. History: Reconstruction to the Present	\$101.97
Economics, Pearson	\$82.47
Magruder's American Government, Prentice Hall	\$84.97
World History, Pearson, Modern Era	\$92.47
Personal Finance Literacy, Pearson 2nd ed., 2014	\$80.97
Davis Publications, Inc. Experience Painting (Visual Art)	\$65.95

RTI 2 SCREENINGS AND INTERVENTIONS

Per state law, each Tennessee school is required to implement the Response to Intervention and Instruction (RTI²) framework for identifying and addressing specific learning needs of its students as it relates to age-appropriate academic skills. Initially, students receive a benchmark test in the spring semester to test for learning deficits in Math Computation, Math Application, Reading Fluency, and Reading Comprehension for the upcoming school year.. If students qualify for intervention based on a specific criteria then they will be enrolled in a course to receive specific research-based intervention

to address their learning deficits. Parents/guardians will be notified by the school if their child qualifies for math or reading intervention. Additionally, all students in grades 9-12 participate in Mustang Prep which is 40 minutes of daily intervention, remediation, or enrichment based on students' specific academic needs.