

**GREENEVILLE HIGH SCHOOL
2009-2010**

MISSION STATEMENT

Greeneville High School strives to **ACHIEVE**:
Acquire knowledge
Challenge yourself
Hold yourself accountable
Inspire others
Envision your future
Vocalize your beliefs
Expect success

Greeneville High School's vision is to be a learning community that will achieve:

- Learning for each child
- A safe learning environment
- Respect for individualism and diversity
- Well-rounded citizens who are productive, successful, and respectful.

**GREENEVILLE HIGH SCHOOL
HOME OF THE GREENE DEVILS**

SCHOOL COLORS	GREENE AND WHITE
SCHOOL YEARBOOK	THE AUCTIONEER
SCHOOL NEWSPAPER	THE GREENE AND WHITE

GHS Website: www.schools.net/ghs

GREENEVILLE HIGH SCHOOL ALMA MATER

1. In old Greeneville stands our high school
Proud as she can be
We will strive to keep her worthy of our Loyalty.
2. Cherished by her sons and daughters
Sweet the memories rise
Round our hearts our Alma Mater
Lauded to the Skies.

CHORUS

Forward ever be our watchword; Conquer and prevail
Hail to thee our Alma Mater G.H.S. all hail.

DISCLAIMER

Schools rules published in this handbook are subject to such changes as may be needed to insure continued compliance with federal, federal, state, or local regulations and are subject to review and alteration as becomes necessary for the routine operation of the school. Not all rules of behavior can be written and inserted in a guidebook; however, we expect students to follow reasonable rules and not violate the rights of others.

**FAILURE TO READ THIS HANDBOOK DOES NOT EXCUSE THE STUDENT
FROM THE REQUIREMENTS AND REGULATIONS STATED HEREIN.**

INTRODUCTION

Greeneville, named in honor of Nathaniel Greene, General of Washington's Army of the Republic, was settled in 1785 by Scotch-Irish Covenanters on the land of Robert Kerr around the famous Big Spring. From 1780 to 1788, Greeneville was the capitol of the separate and sovereign state of Franklin that was the smallest and most short-lived state in the history of our nation. The bold policies of its founders, men like Reverend Samuel Doak and John Sevier, resulted in the state's dissolution, and Greeneville subsequently became a part of Tennessee when it was admitted to the Union in 1796.

It was in this area, rich in historical tradition, that the public school system of Greeneville was started in the year 1893. The first building was Public School Number 1, now known as the Roby Fitzgerald Adult Center. In 1916, a new facility was constructed for the Greeneville High School (formerly the Andrew Johnson School building). This educational facility not only included a four-year high school, but also grades seven and eight and one class of sixth grade. The first principal of the school was Professor A.C. Duggins. This building housed the Greeneville High School until the fall of 1951 when the present building, situated on a 6.6 acre tract of land, was occupied. Mr. Charles Earnest was the first principal of the new facility. He was followed by U.M. Clemmer, H.B. Griffin, Dr. Hilton Seay, Gene King, and Jerry D. Ayers. Dr. Linda Stroud is currently serving as principal. In 1964, a separate brick building was constructed to house the Vocational School. In 1975, this building housed the art department. In 1974, a two-story addition to the original structure was completed. This housed the English department on the upper level, and dressing rooms and a recreation room on the lower level used for wrestling. In the fall of 1990, a band room and eight classrooms were completed and occupied. A new physical education/athletic complex was opened in the fall of 1993.

A total renovation of Greeneville High School designed to meet the needs of students for the 21st Century was opened in January 2003 with the Niswonger Performing Arts Center opening in fall 2004. Greeneville High School was admitted to the Southern Association of Colleges and Schools in 1960. Its graduates, through the years, have distinguished themselves in many fields of endeavor.

GENERAL INFORMATION

TELEPHONE DIRECTORY

Director of Schools	787-8014
GHS Main Office (Principals)	787-8030
Main Office Fax	787-8028
Attendance Office	787-8040
Band Room	787-8027
Guidance Office (Counselors)	787-8033
Guidance Office (Registrar)	787-8034
Guidance Office Fax	787-0837
Football Office (Burley Stadium)	787-8038
Athletic Director Office	787-8040
G.H.S. Hal Henard Gym	638-6996

VISITORS: All persons who desire to visit during school hours for any purpose shall first secure permission from one of the school principals. All visitors must register in the main office or the attendance office upon their arrival, and receive a visitor's pass. Visiting, except on school related business, is discouraged. All outside entrances are locked after the first bell each day. The front main entrance and the attendance office entrance are secured entrances to be used during the school day.

ADMINISTRATION

1. Principal – Dr. Linda Stroud has responsibility for the total school program.
2. Assistant Principal – Mrs. Beth Ricker has major responsibility in the areas of curriculum and instruction, staff development, standardized testing, scheduling and clubs.
3. Assistant Principal - Mr. Randy Richards has major responsibility for attendance accounting and discipline. Mr. Richards also serves as the GHS Athletic Director.

All administrators will take the initiative and assume responsibility in any area when the need or opportunity arises.

ANNOUNCEMENTS: Announcements are made at the end of 1st period and/or are produced by the Interactive Multimedia class and viewed on classroom TV's. The Main Office will make announcements at the beginning of the last period. Please have any announcements to be made in the main office by 7:15 a.m. Only those announcements that are necessary and pertinent to the operation of the school will be made. All announcements must have the approval of the administration or a faculty member. Students wanting announcements made must clear them through the main office.

AWARDS CEREMONY: Greeneville High School has an Awards Ceremony that is held each May to honor the many students who have achieved academic excellence in the classroom. A large number of students are honored each year. Many scholarships are also awarded at an evening event, colleges, clubs or organizations and/or students and parents are responsible for contacting the activities director to be included in the program.

CENTER FOR TECHNOLOGY: All students are encouraged to take advantage of the various programs offered at the Greeneville-Greene County CENTER FOR TECHNOLOGY. Information about specific programs is included with the course descriptions; students can contact their counselor for further information. All students must ride the bus to the Center unless prior permission has been given by the principal. The permission slips are available in the main office.

IN SCHOOL ILLNESS: If a student is too ill to stay at school, with office permission, may use the office phone to call a parent or guardian for transportation home.

MEDICATIONS: Any student needing to take medications must leave the medications in the main office with a note from the parent or physician. Students are not to carry medications on their person or distribute or share medication with other students.

SCHEDULE: School will begin each day at 7:40 a.m. A warning bell will ring at 7:25 a.m. Each of the four academic block periods will be approximately 90 minutes in length and the student support/activity period will be approximately 30 minutes. THE GHS CAMPUS IS CLOSED FOR LUNCH. All students will eat on campus. There will be three lunch shifts. School will end at 2:40 p.m.

FEES: Fees are very important in allowing a school to provide more than what is covered under the basic educational funding. Fees have been charged throughout the elementary and middle school years. We try to make the fee structure at Greeneville High School as reasonable as possible. The fees for the current school year will be \$20 which pay for copier and printer paper, required workbooks, and locks for lockers. Optional class choices such as driver's education, art, photography, shop, etc. may require additional fees. Other special project supplies are not covered by the basic instructional fees and may be needed for some classes.

FIRE, TORNADO, AND SAFETY LOCKDOWN DRILLS: Fire drills and tornado drills are held during the school year. When the alarm sounds for these drills all students and faculty will exit the building or go to an assigned area. Please be as quiet and orderly as possible. Each classroom teacher will explain procedures and signals for the drills. Safety is a priority at GHS. Lockdown drills and drug dog inspections of lockers and vehicles will also be held throughout the year.

GREENEVILLE SCHOOLS IN ACTION (GSIA): GSIA is an organization of parents and teachers working in a cooperative effort on behalf of the students at Greeneville High School. All parents of students at Greeneville High School are encouraged to join this group and help support your children and your school.

GUIDANCE: Guidance services are provided for students in academic planning, scheduling, testing, college admission processing, financial aid and scholarship information, transcripts, grade cards, personal counseling and parent conference contact. Students can make appointments with a counselor for guidance and counseling. Counselors are Susan Ramsey, Amanda Livesay, Phillip Wright, Stella Hunter, registrar; and Karen Thompson, secretary. Current guidance information is posted on the website (gcschools.net/ghs and the guidance webpage). Students may request to see any counselor and are encouraged to utilize the guidance services.

GRADUATION EXERCISE: This exercise is held each year for graduating seniors of Greeneville High School. The graduation is held at the Hal Henard Gym at a predetermined time. The exercise consists of student speeches and the presentation of diplomas. All graduating seniors are expected to participate in this ceremony. Only senior students who have completed all requirements for graduation will be permitted to participate and walk in the graduation exercise.

LOST AND FOUND: All lost and found articles may be turned in to one of the offices. Please report any lost item as soon as possible.

LIBRARY: The library is open from 7:30 a.m. - 3:15 p.m. Monday through Friday. Books may be checked out for two weeks at a time. Reference books and other reference material may be checked out overnight. Students, faculty, and staff are encouraged to use the library. Any book checked out is the responsibility of the student if lost or damaged.

NEWSPAPER (Greene and White): The school publishes a newspaper that is mailed to the home of each Greeneville High School student. The paper is published 4 times per year. All students are given the opportunity to contribute to the newspaper. School news interests to students as well as their parents can be found in the paper. Contact a member of the Greene and White staff if you have any suggestions.

SchoolCast Emergency Alert System: All GHS families are encouraged to create an on-line account for the system-wide emergency alert system. Information concerning the procedure to create a free account will be sent home with each student and is available in the office. **It is the responsibility of each family to update contact information and numbers in order to receive emergency and school information provided through the SchoolCast system.**

SECURITY: A Security Resource Officer (SRO) and a Security Officer are on duty each day from 7:00 to 4:00. Their responsibilities shall be to provide monitoring of the Greeneville High School buildings and campus during the school day as a part of the effort to provide the most positive, wholesome, and safe learning atmosphere possible for students. Students are expected to follow their directions the same as they would any other staff member.

SNOW SCHEDULE: An effort will be made to report a decision by 6:00 a.m. Central Office will relay the information to all area radio and TV stations and through the SchoolCast Emergency Alert System. All school staff and administration should report as soon as possible. When there is a one-hour delay, classes will begin at 8:40 a.m. All students who drive to school during inclement weather should use extreme caution when arriving and leaving school campus.

STUDENT ACTIVITIES: Student activities are an integral part of the total educational program at Greeneville High School. These include activities that take place outside the classroom. Additional clubs/organizations may be formed as interest is indicated. Those interested in forming additional clubs must seek approval of the administration and sponsorship of a faculty advisor.

STUDENT COUNCIL & STUDENT SCHOOL BOARD REPRESENTATIVE: The Student Council provides an opportunity for individuals to become involved in student government at Greeneville High School. Student Council membership consists of representatives from each of the four classes selected by the students. Activities sponsored by this group consist of the following: homecoming activities, dances, community, school, and service projects. Student Council provides a communication link between the student body and the administration. A senior student is chosen each year by their peers to represent the student body on the Greeneville City School Board. The representative is a non-voting member of the board.

CHEERLEADER SELECTIONS: Cheerleaders for Junior Varsity, and Varsity Squads are chosen in the spring of each school year by impartial judges. Candidates for tryouts must meet and maintain the minimum academic requirements set forth by TSSAA and GHS including grade level classification and behavior requirements. Each cheerleader is covered by insurance. Cheerleaders are responsible for planning and implementing brief but effective pep rallies at appropriate times and promoting school spirit throughout the school year.

DANCE TEAM: The dance team is open for all students at GHS who meet and maintain the minimum academic requirements set forth by TSSAA and GHS including grade level classification and behavior requirements. Each dance team member is covered by insurance. Dance team members will participate in dance routines at all home varsity basketball games.

JUNIOR-SENIOR PROM: The Junior-Senior Prom is held each year in the spring. The junior class is responsible for organizing this event. Juniors and seniors who invite guests from outside the junior and senior class must gain approval for their guests. All remaining funds after the costs of the prom are paid will be applied to the Senior Banquet. Students must have at least 14 credits in August to attend the Junior Senior Prom.

SENIOR BANQUET: This event is for Greeneville High School seniors only and is held each year near the end of the school year. All seniors are encouraged to attend this function. It is considered one of the highlights of the year for our seniors.

HOMECOMING: This event is held during the football season each year and revolves around a selected varsity football game. The student council and the Activities Coordinator are in charge of this function. The entire student body has the opportunity to be involved in some manner. There are dress up days, pep rallies, class competitions, homecoming queen competition, and other activities to promote school spirit.

SPORTS BANQUETS: Seasonal banquets are sponsored by the Athletic Department and Booster Clubs to honor varsity athletes and cheerleaders.

CHOIR AND BAND: The vocal music groups and band have concerts at various times throughout the school year. The marching band performs at football games and parades.

YEARBOOK – AUCTIONEER: The yearbook is available for purchase by any G.H.S. student for a reasonable price. Students' pictures as well as the activities in which they are involved are included in the student yearbook. Orders are taken in the fall and the yearbook delivered in the spring. It is extremely important that orders be placed early so that the correct number of yearbooks will be printed.

SUMMER SCHOOL: Greeneville High School conducts a 38-day (133 hour) summer school each year for those students who wish to make up work. Courses offered are based on pre-registration near the end of the regular school term. The cost for attending summer school will be determined annually by the school board. The State Board of Education has passed the following regulations regarding summer school:

For grades 9 - 12, in order to earn one unit of credit, a minimum of 133 contact hours (38 days) shall be required to achieve one full unit of credit in summer school.

POLICIES AND EXPECTATIONS

ATTENDANCE:

Under the Rules, Regulations, and Minimum Standards set forth by the Tennessee State Board of Education, each pupil shall have attained an approved attendance record to meet the requirements for graduation. In order to comply with this regulation the Greeneville High School attendance policy, as adopted by the Greeneville Board of Education, states that every student is required to be in regular, punctual attendance. If an excessive number of days (or classes) are missed, disciplinary action will be taken. Parents are notified of their child's absences. Each student has a designated place to be at all times during the school day and is expected to be there. If you have reasons to arrive at school late or leave school early, you must check in and out through the Attendance Office. **Due to school safety issues, students are to have a parent/guardian come into the Attendance Office to check them out when they are leaving the school campus. Parents/guardians that cannot physically make it to the school can make arrangements with a school administrator no later than two days prior to the appointment.** Truancy from school is a sufficient reason for suspension and/or referral to the Truancy Board.

If a student must be absent, the parent should notify the Attendance Office and check the teacher website for assignments (787-8040 or 787- 8041). Students are allowed to make up work from an excused absence within five days after the student returns. Students are to provide the attendance office with a written excuse from the parent or guardian on the first day back after absences. The student will then be issued an excused or unexcused slip and must present it to all teachers so the teacher can document the absence as excused or unexcused. The student must request the make-up work for an excused absence or tardy and schedule a time for make-up work. No make-up work will be allowed for an unexcused absence.

Greeneville High School staff and administration are committed to the academic achievement and growth of each student. We know that academic achievement and growth are the result of strong cooperation, communication and excellent attendance. A strong and fair attendance policy will enhance student achievement of Greeneville High School.

ABSENCES: An absence shall be defined as not being present at anytime during the class period. Absences, which are excused under State Attendance Rules, include

- Personal illness (a physician's statement may be required)
- Death in immediate family
- Family illness
- Religious holiday (prior approval is required)
- Visitation with a parent on leave from active military duty.

- Court appearance
- Doctor or dental appointments which cannot be scheduled at times other than school hours. (Please bring a doctors statement back.)
- School-Sponsored Activities – Students shall be marked present when participating in a school-sponsored activity away from the school building
- Prior approval by an Administrator.
- **Attendance records shall be transferred from one class to another when a schedule change is made.**
- All student absences will require documentation. Official documentation is required for an absence to be excused under Tennessee State Law. Official documentation includes doctor's notes, court notices, religious holiday notification, and obituary notices. Parent notes will be required for absences not covered by official documentation.

TARDIES: A tardy shall be defined as not being in the classroom when the tardy bell rings, however, students that are late to class due to administrators, guidance counselors and other similar school related activities will be admitted to class and will not be counted tardy with an admit.

After the attendance report has been entered, students who are tardy without an admit must go to the attendance office for a tardy slip. (An ADMIT is for a student who arrives after the bell rings without a NOTE or A PHONE CALL from an administrator, staff member, guidance counselor, or teacher.)

The attendance office will determine whether a tardy is excused or unexcused. The attendance office will determine whether a student is allowed to make up the work when a tardy occurs.

FOR COURT PURPOSES ONLY: *Students should be aware that tardies WILL be counted at truancy board or truancy court toward an unexcused absence (3 tardies equals 1 unexcused absence).*

CONSEQUENCES FOR TARDIES

1ST TARDY	TEACHER WARNING AND DOCUMENTATION
2ND TARDY	TEACHER WARNING AND DOCUMENTATION
3RD TARDY	LOSE EXAM EXEMPTION INCENTIVE
	TEACHER CONTACT WITH PARENT OR GUARDIAN
4TH TARDY	TEACHER SENDS DOCUMENTATION TO THE ATTENDANCE
OFFICE	
	ADMINISTRATOR CONTACT WITH PARENT OR GUARDIAN
	STUDENT WILL BE ENTERED INTO THE DISCIPLINE DATA FORM
	AT THE APROPRIATE LEVEL AND WILL SERVE CONSEQUENCES
	ACCORDING TO THE LEVEL OBTAINED

ANY OTHER TARDIES THAT OCCUR WILL BE DELT WITH BY THE ADMINISTRATION, DISCIPLINE POLICY, TRUANCY BOARD AND THE COURT SYSTEM

MAKE-UP WORK:

Work missed because of any absence, which is excused through the attendance office with proper notes or documentation, may be made up within five(5) school days upon the student's return. The first day the student returns counts as day one. It is the student's responsibility to get the make-up work assignment and arrange a time with the teacher if needed. Work that was due or a test that was scheduled on the day that the student missed is due the day that the student returns to school.

MAKING UP AN EXAM: Students who have excused absences shall be allowed to make up the exam/test missed. If the exam/test is not made up on the day of return, an alternative make-up test may be given. The type of exam and time of make-up may be at the discretion of the teacher.

FINAL EXAM EXEMPTION :

There shall be an incentive for exemplary attendance and behavior. A student must meet the following criteria to be exempt from final exams:

- Two or fewer excused absences for the entire block (excluding school activities)
- No unexcused absences
- "C" or better average going into the final exam
- No detentions due to three or more tardies. (Tardies will clear for exam exemption purposes only at the end of each block.)
- No referrals from their respective classroom teachers
- No Level III infractions that result in suspension or ALP for the semester
- Students who are on homebound services must take final exams
- Students who have earned the final exam exemption have the option to take the final exam to improve their grade. The final exam will not count if it will lower their current final average.
- The final exam will count as 1/9 of the final grade.

GREENEVILLE HIGH SCHOOL DISCIPLINE POLICY
2009-2010

All students enrolled at Greeneville High School are expected to treat themselves and others with **RESPECT** at all times. The GHS discipline is designed to provide prompt, consistent, and effective

Consequences for students who choose to interfere with the rights of students to learn and teachers to teach. All GHS teachers have the authority to enforce school regulations.

***GHS Administrators reserve the right to modify these policies if deemed necessary for the safety of students and the good order of the school.**

Expectations For Classroom Behavior

The classroom is the most critical educational area of the school setting. Each teacher will establish the rules, consequences, and procedures for his or her classroom. We expect that you attend all classes and your behavior and attitude in the classroom reflect the importance and seriousness of learning. Your teachers expect you to:

- arrive to class on time,
- have assignments completed when the class begins.
- be prepared for class with all materials necessary for class that day,
- be attentive to and participate in the task at hand until dismissed by the teacher,
- demonstrate care and consideration for school and other's property.

LEVEL I INFRACTIONS

Minor misbehaviors on the part of the student who impedes orderly classroom procedures or interferes with the orderly operation of the school. Students are to be sent to the Discipline Office.

- Classroom disturbances (beyond teacher control)
- Defiant failure to do assignment or carry out directions
- Violation of dress code
- Inappropriate display of affection
- Eating or drinking in the halls and classrooms
- Inappropriate behavior in the halls, cafeteria, and school grounds
- Possession of radios, tape players, CD players, MP3 players, iPods, walkmans, beepers, laser pens, etc. (These items will be confiscated and turned into the discipline office for parent/guardian pick up based on the following schedule: 1st offense is 24 hrs. and 2nd offense is 5 days.) These items are considered to be disruptive and if used in a classroom are detrimental to the learning environment. (Cell phone policy on page 24)
- Presence in unauthorized areas
- Vulgar or profane language
- No hall pass
- Failure to comply
- Violation of parking regulations
- Any other inappropriate activities that fit the definition of Level I infractions.

Level I Consequences

1 st Offense	1 lunch detention
2 nd Offense	2 lunch detentions
3 rd Offense	3 lunch detentions

When the note for lunch detention is delivered to the student, you are expected to serve the detention at lunch that school day. Due to closed campus lunch detention takes precedent over all other lunch meetings. Students will receive only one note for multiple detentions. These are to be severed on consecutive days.

LEVEL II INFRACTIONS

Misbehavior when the frequency or seriousness tends to disrupt the learning climate of the school. Included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action on the part of administrative personnel.

1. 4th and additional Level I offenses
2. Failure to comply with Level I consequences
3. Harassment (sexual, ethnic, racial, religious)
4. Abusive language
5. Verbal threats, inappropriate gestures, or threatening behaviors
6. Gambling and possession of gambling devices
7. Forgery-falsification of parental permission, school records, or discipline notices, impersonation, checking out under false pretenses, etc.
8. Improper check-in/check-out procedure
9. Use of annoyances such as water pistols, water balloons, etc.
10. Violation of Acceptable Use Policy (AUP policy)

11. Class cutting and leaving campus without permission
12. Unauthorized transportation of students off campus
13. Violation of driving regulations (Second offense may result in loss of driving privileges in addition to other consequences)
14. Insubordination
15. Any other inappropriate activities that fit the definition of Level II infractions.

Level II Consequences

- | | |
|-------------------------|---------------------------|
| 1 st Offense | 1 after school detention |
| 2 nd Offense | 2 after school detentions |
| 3 rd Offense | 3 after school detentions |

After School Detentions are held on Tuesdays and Thursdays from 2:45 to 3:45 pm. Once students and parents have received the notice of after school detention dates arrangements should be made for transportation at 3:45 pm. After School detentions take precedent over school club meetings, athletic practice and games, and school activities held after school.

LEVEL III INFRACTIONS

Any act directly against person(s) or property when the consequences do not seriously endanger the health or safety of others in the school.

1. 4th and additional Level II offenses
2. Failure to comply with Level II consequences
3. Theft (restitution will be required)
4. Harassment
5. Bullying
6. Willful destruction or defacement of school property (restitution will be required)
7. Simple fighting
8. Provoking and/or inciting a fight (Administrator will make the decision on the consequence 1 to 3 days suspension.)
9. Indecent activities
10. Possession of a knife
11. Abusive language, verbal threats, inappropriate gestures, or threatening behavior toward a staff member
12. Any other inappropriate activities that fit the definition of Level III infractions.

Level III Consequences

- 1st Offense** 3 day suspension and conference with parents and school officials before student is allowed to return to school.
- 2nd Offense** 5 day suspension/ALP and conference with parents and school officials before student is allowed to return to school.
- 3rd Offense** 5 to 10 day suspension/indefinite ALP and conference with parents and school officials before student is allowed to return to school.

LEVEL IV INFRACTIONS

Acts which result in violence to another's person or property or which pose a threat to the safety of others in the school. These acts are so serious that they usually require administrative action, which results in the immediate removal of the student from school, the intervention of law enforcement authorities, and action by the School Board. ***Actions listed here can be considered under the ZERO TOLERANCE LAW depending upon severity.***

1. 4th and additional Level III offenses
2. Major fighting
3. Death threat (hit list)
4. Bomb threat
5. Assault and/or battery on a student
6. Vandalism
7. Theft/possession/sale of stolen property
8. Arson
9. Harassment (sexual, racial, ethnic, religious)
10. Extortion
11. Use or possession of alcohol
12. Possession of drug-related items or paraphernalia
13. Possession and/or use of weapon or object of like kind
14. Gang or gang posturing
15. Stalking
16. Under the influence of drugs/alcohol
17. Other activities unnamed but serious in nature.
18. Off-campus criminal behavior resulting in felony charges; when behavior poses a danger to persons or property or disrupts the educational processes;
19. Any other conduct prejudicial to good order or discipline in the school.

Level IV Consequences

5-10 days suspension/ALP/long term suspension up to 365 days/expulsion

ZERO TOLERANCE BEHAVIOR

In order to ensure a safe and secure learning environment free of drugs, violence and dangerous weapons, any student who engages in the following behaviors will be subject to suspension for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this suspension requirement on a case-by-case basis. Zero-tolerance acts are as follows:

1. Students who bring or unlawfully possess a weapon on a school bus, on school property, or at any school event or activity.
2. Students who bring or unlawfully possess drugs on a school bus, on school property, or at any school event or activity.
3. Students who commit a battery on a teacher or any employee of the school while on a school bus, on school property, or at any school event or activity.

Zero Tolerance Consequence

10 days suspension pending a hearing for ALP or suspension of up to 365 days or expulsion

Additional Notes

** There are separate policies regarding tobacco usage and tardies.

** Level I and Level II offenses are not carried over to the next block.

** **Level III and Level IV offenses will carry over to the next block.**

** All level offenses except zero tolerances are erased at the end of the school year.

** Consequences must be served even if they extend into the next school block or school year.

DRESS CODE POLICY: Greeneville High School takes pride in the appearance of its students and faculty. Your dress reflects the quality of your school and the values of the community. All students are expected to dress and groom themselves neatly in a manner suitable for school activities. The student's hair should not be worn so that it covers the face and/or eyes. We ask that all students use good judgment and discretion in the choice of what is worn at school. When a student is attired in a manner that does not meet the school dress standards, or is likely to cause disruption or interference with the operation of the school, the student will be sent home and not readmitted until he/she is properly attired or groomed. Additional consequences will also be administered according to the GHS discipline policy. The administration will decide what is appropriate in each case.

Specific dress code guidelines for secondary students are as follows:

1. **Shoes** must be worn at all times because of health and safety reasons. Footwear should be subject matter appropriate.
2. **Shirts, tee shirts, or caps** with pictures, drawings, words or implied references to illegal substances, drugs, alcohol, tobacco, vulgar or profane language, sexual connotations, violence or questionable slogans may not be worn at school.
3. **No headgear** such as hats, toboggans, headbands, bandanas, hoods, etc. are to be worn by male or female students while in the building or attending classes. Nonprescription sunglasses and tinted prescription glasses are prohibited.
4. **Muscle shirts, tank tops, midriff shirts, halter-tops, tube tops, and spaghetti strap tops** are not appropriate in the school environment. Tops may be sleeveless; however, they must have a minimum 2" shoulder seam. (They may be measured by the width of a credit card or student ID.) The material must be at or near the base of the neck as to modestly cover the chest area. The wearing of coats or rain jackets over inappropriate tops or any material that allows inappropriate attire to be seen is not acceptable
5. The **length of shorts, dresses, and skirts** must be moderate and appropriate for an academic setting. Shorts, dresses, and skirts, including any slits, must be no shorter than 4 inches above the kneecap level around the leg. This standard still applies even when wearing leggings.
6. Clothing which allows **undergarments** to be visible is not allowed. Pants must be worn at or near the waist. Clothing must not expose the stomach, midriff or back area.
7. The wearing of **personal adornments or embellishments** that may be disruptive, cause health/safety problems, or may be related to gang attire is not acceptable. (Ex. Chains, dog collars, studded bands, etc.) **No facial piercing adornments are permitted except the ears.** Band-Aids covering the adornments are not acceptable. Students who are considering facial piercing should consider healing time that doesn't coincide with school days. Only natural hair colors are allowed at GHS. No hair colors such as green, blue, pink, purple, etc. are allowed.

CELL PHONE POLICY 2009-2010

1. Students are not permitted to use or have cell phones in sight from the time they arrive at school until 2:40 P.M.
2. Students are allowed to use their cell phone for reasonable communication purposes in or out of the building after 2:40, unless otherwise designated at specific school functions.
3. The taking of photos or the recording of videos, whether by cell phone or any other device, in places where privacy is a reasonable expectation is strictly prohibited. An incident of this nature could result in a sexual harassment violation.
4. Using cell phone cameras to record altercations on school grounds or at school events is prohibited. In such cases, phones may be confiscated as evidence.
5. Students are allowed to use the cell phones in the classrooms for educational purposes only and must be under the direct supervision of their teacher.
6. Under teacher direction, cell phones are to be placed on student desks in the "off" or "quiet" mode at the beginning of each class period.

Consequences for Cell Phone Policy Violations

1. Violation of the above policy will result in the student's cell phone being confiscated for seven days.
2. Students may choose to have their cell phone returned before the end of the seven days by paying a twenty dollar (cash only) fine at the end of the school day in the main office.
3. An administrator will be contacted if the student refuses to give up the phone for a violation, or if a student turns in a "dummy" phone. The student's insubordination will result in a level 2 offense.

TENNESSEE DROP OUT LAW (involving Driver's License): The Department of Safety shall deny a driver's license or permit to any person under the age of 18 who does not have a diploma or other certificate of graduation, or: 1) who is not enrolled and making satisfactory progress in a course leading to a GED certificate, or already has such a certificate; 2) is not in a secondary school in Tennessee or some other state; 3) is not excused due to circumstances beyond his/her control. (Effective since October 1, 1991)

DRIVER PERMIT OR LICENSE: A driver's permit can be issued to a student that is 15 years of age and passes the vision and written tests. The student must be enrolled in school, not truant and successfully progressing in the majority of schedules classes. The **student must have a form ST1010 completed and signed** from the attendance office within the past 30 days. **(Please allow 24 hours for the attendance to take the request and process the ST1010 form.)**The student must also take acceptable forms of identification which are detailed in the Tennessee Driver Handbook or at www.tennessee.gov/safety. The student must hold a permit for 180 days before they complete the road test for the Intermediate Restricted D License.

LOSS OF DRIVER'S LICENSE DUE TO GRADES: The state of Tennessee has mandated by law TCA 49-6-3017, that if a student fifteen (15) years or older is required to make "satisfactory academic progress". Satisfactory academic progress as defined in this section means that such student earns a passing grade in at least three (3) full unit subjects or their equivalency. For schools on a block schedule having four (4) classes per day, a passing grade in at least two (2) full unit subjects has been interpreted as acceptable. If you do not meet this requirement, your driver's license or the privilege to apply for license is deferred until the end of the next term or until you meet the requirement. Students should also be aware of the "two strikes and you're out" rule in regards to removal of driver's license. If you are 15 years of age up to 18 years of age and you lose your license twice due to grades, poor driving, attendance or a combination of the three, you lose your license permanently until you turn 18 years of age. Students who attend summer school to replace

failed credits will not recover driver's license until the end first block during the fall.

HALL POLICIES: Please keep moving in the halls between the changes of classes. DO NOT RUN. No student should be in the halls during class time without a hall pass that can be obtained from the classroom teacher. Students sitting in the halls should be careful not to impede the progress of other persons going through the halls. Leave the halls clean for others to walk through. Do not sit on the steps. When the first bell rings, all students should get up and begin to move toward class. No undue noise, yelling, screaming, loud talking, or toning should be in the halls.

FOOD AND DRINK GUIDELINES: Breakfast food from outside vendors may be consumed in the cafeteria only until 7:30am. All drinks must be in plastic bottles with screw on lids. No food from outside vendors is allowed during lunch periods. No eating or drinking in the halls. Food may be consumed in the classrooms at the discretion of the teacher. No student should be allowed out of class to buy food and/or drinks from the vending machines. Students may purchase items before school, between classes, and after school.

LOCKERS: A locker and a lock are provided for each student for his/her personal use. Students will keep their lockers locked at all times. Do not bring valuable items to school to leave in your locker. Students are responsible for the care, upkeep, and appearance of their assigned lockers and locks. Students will be required to pay a \$5.00 locker replacement charge if their lock is lost or stolen. If the lock is not on the assigned locker at the end of the year or at the time of withdrawal a \$5.00 obligation will be charged to the student.

PARKING and DRIVING ON GHS CAMPUS: A \$20 Parking fee will be charged for all student vehicles. The fee will be prorated to \$10 for motorcycles and for students who begin driving to school for second semester. There are designated areas on campus where student parking is not allowed: No parking in staff parking areas or along Palmer Street. Students are reminded to adhere to the 10 mph speed limit on campus. A police officer or school resource officer may ticket for violation of parking guidelines and/or speed limit. Students will not loiter in the parking lots before or after school. Keep your car locked at all times. Do not be in cars during the school day (7:40 to 2:40) without permission. A periodic check will be made by the administration, security officer, police officer or school resource officer to monitor parking. Students are expected to cooperate with the security officer and SRO in this matter. Students who choose to drive should be sure their vehicle is properly parked and in designated areas. Students whose cars are illegally parked are subject to being towed, ticketed and discipline measures. Students who continually refuse to comply with campus regulations may have their driving privileges revoked. **All vehicles parked on GHS campus are subject to search by administrators and periodic search by police drug dogs.**

PROSECUTION: Anyone guilty of stealing any item belonging to the school or personal property of another individual will be disciplined by the school and may be prosecuted by authorities. Cases of repeated theft, use of tobacco, alcohol and drugs, assault and battery, weapons, truancy, arson, and excessive vandalism will be taken before the court system.

REPORT OF PROBABLE CAUSE BY PRINCIPAL TO LAW ENFORCEMENT OFFICER

It shall be duty of the principal of the school who has probable cause to believe, either as a result of a search or otherwise, that any student is committing or has committed any violation of Tennessee Code Annotated 39-1901, or Tennessee Code Annotated 52-1408-52-1448 upon the school grounds or within any school building or structure under his supervision to report such probable cause to the appropriate law enforcement

RESPONSIBLE FOR YOUR OWN ACTIONS: You will be held responsible only for the things YOU do or fail to do. What others do or do not do is of little importance in determining whether or not you have accepted your responsibility as a student-citizen of Greeneville High School. If you choose to follow bad examples set by a few of the other students at Greeneville High School, you will be held

responsible for your actions and your actions only. IF YOU ENCOUNTER PROBLEMS DEALING WITH OTHER STUDENTS, IT IS RECOMMENDED THAT YOU CONSULT AN ADMINISTRATOR OR A GUIDANCE COUNSELOR.

SEARCH: School administration, SRO, or the security officer may search any student, locker, car, backpack, and/or purse any time there is reason to believe the student may possess tobacco, illegal drugs, alcohol, fireworks, weapons, and other dangerous substances or objects, or stolen property. If, as an accommodation to students, parking spaces or facilities are provided for student use or parking by the students is allowed on school property, then as a condition to such parking privilege, vehicles owned, operated, or used by such students and parked on school property shall be subject to search for dangerous weapons or drugs if the student is otherwise found to be in possession of a dangerous weapon or drugs through a search authorized under this part, and there is reasonable cause to believe that dangerous weapons or drugs may be in a vehicle owned or operated by that student, or in which that student is carried as a passenger, and such vehicle is located on school property.

SKATEBOARDS: SKATEBOARDS ARE TO BE LEFT AT HOME. Skateboarding is prohibited on school grounds at anytime under the Aggravated Criminal Trespass Law. (TCA) 39-14-406.

STUDENT TRANSFER: Any student who plans to transfer to another school or discontinue attendance at Greeneville High School must go through the Guidance Office. Instructions shall be given to you there for the withdrawal procedure. All textbooks must be turned in and obligations cleared before withdrawal is finalized and records can be sent.

SUBSTITUTE TEACHERS: Students are expected to be cordial and courteous to substitute teachers. Students are to complete all assignments. The substitute teacher is to be treated as school staff.

SUSPENSION FROM SCHOOL: The administration of Greeneville High School is authorized to carry out disciplinary and related procedures that it deems necessary for the successful operation of the school under the Tennessee law that deals with suspension and disciplinary action. The law states in part: Any principal of any public school is authorized to suspend a student from attendance from such school, including its sponsored activities, or from riding a school bus, for good and sufficient reasons. Good and sufficient reasons may include, but shall not be limited to:

- (1) willful and persistent violation of the rules of the school and truancy,
- (2) immoral or disreputable conduct or profane language,
- (3) violence or threatened violence against the person or any personnel attending or assigned to any public school,
- (4) inciting, advising, or counseling of others to engage in any of the acts here in before enumerated,
- (5) making, defacing or destroying school property,
- (6) possession of a pistol, gun or firearm on school property
- (7) possession of a knife, etc. as defined in Section 39-4901, Tennessee Code Annotated, on school property,
- (8) assaulting a teacher, principal, or personnel with vulgar, obscene or threatening language,
- (9) unlawful use or possession of any type of drugs (including alcohol) as defined in Section 52-1201, Tennessee Code Annotated,
- (10) or any other conduct, prejudicial to good order or discipline in any public school.

TEXTBOOKS: Books will be issued to students by individual teachers. Parents and students will assume responsibility for the care of textbooks. Textbook condition shall be evaluated on a six-year period of usage. Students will be charged replacement cost for lost textbooks.

TOBACCO POLICY: The use and possession of tobacco products by students is prohibited on school premises at all times including school buses during transportation to and from school and school activities. Instructional programs designed to inform students about the hazards of tobacco use and counseling programs designed to discourage students from tobacco shall be included in the curriculum of each school. A student that violates this policy will be issued a citation and will have to appear in court. This is in accordance with the **Youth Access to Tobacco Act. T.C.A. 39-17-1501 er.seq. Those charged must appear at Juvenile court at 2pm on the second Thursday of the month with a parent.** Some first offenders will be offered the opportunity to pay a fine and watch and informative video on tobacco use without having to go through the court proceedings. The GHS administration reserves the right to make this judgment according to the nature of the violation.

TRANSPORTATION: The students who ride the bus are under the supervision of the bus driver from the time they leave home until they reach school in the morning and from the time they leave school until they reach home in the afternoon. Students are to obey directions from the driver. Any student may be suspended from riding the bus for good and sufficient reasons by the administration. Once a student arrives at school via parent, bus, or personal transportation, he is required to remain at school until proper checkout procedures are followed.

VANDALISM: Any act of vandalism, whatsoever, will result in disciplinary action. It could result in suspension or expulsion depending upon the severity of the incident. Students may also be asked to cover the entire cost of repairs resulting from acts of vandalism. The condition of our school is a reflection on the type of people who use it. Students are not to sit on tables, bookcases, etc.

WORK PERMITS (CHILD LABOR LAW): Work permits are no longer required by the State Department of Labor. Any student who works must provide his employer with evidence of date of birth. As of July 1, 1990, 16 and 17 year old teenagers are no longer allowed to work during the school year after 10:00 p.m. or before 6:00 a.m. unless they have the consent of their parents or guardians. Parents or guardians are now required to submit a notarized consent form to their child's employer if the young person will be working after 10:00 p.m. during the school year. We emphasize that students cannot work past 12:00 midnight and they can work only until midnight three nights a week Sunday through Thursday. We encourage students to carefully consider their academic responsibilities while setting a work schedule.

LEGAL NOTICE

Nondiscrimination Notice Policy

THE GREENEVILLE CITY SCHOOL SYSTEM does not discriminate in employment or admission on the basis of race, color, sex, age, national origin, religion, or handicap. THE GREENEVILLE CITY SCHOOL SYSTEM complies with the provisions of Title VI and Title VII of the Civil Rights of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973.

**Assistant Superintendent for Administration
Greeneville City Schools
P.O. Box 1420
Greeneville, TN 37744-1420
PHONE (423) 787-8000**

GREENEVILLE CITY SCHOOLS GRIEVANCE PROCEDURE

Any student or employee of this System who believes he or she has been discriminated against, denied a benefit, or excluded from participation, in any System education program or activity, on the basis of sex in violation of this policy, may file a written complaint with the compliance administrator designated in Board Policy 10.4.00. The compliance administrator shall cause a review of the written complaint to be conducted and a written response mailed to the complainant within ten (10) working days after the receipt of the written complaint. A copy of the written complaint and the compliance administrator's response shall be provided each member of the Board of Education. If the complainant is not satisfied with such response, he or she may submit a written appeal to the Board of Education indicating with particularity the nature of the disagreement with the response and his or her reasons underlying such disagreement.

The Board of Education shall consider the appeal at its next regularly scheduled Board meeting following the receipt of the response. The Board of Education shall permit the complainant to address the Board in public or closed session, as appropriate and lawful, concerning his or her complaint and shall provide the complainant with its written decision in the matter as expeditiously as possible following the completion of the hearing.

TITLE VI REGULATIONS

I. Access to Schooling

- A.** Students are to be admitted regardless of immigrant status. This means that it is illegal for a school district to ask about the immigrant status of any student.
- B.** A school district cannot require social security numbers or birth certificates. You may request such information; however do not send parents and students home to retrieve these documents as a prerequisite to registration. If a social security number and/or birth certificate are not available, the registering person should assign a student pin number.
- C.** A school district can mandate that the health requirements be fulfilled as a prerequisite for registration.

II. Identification

- A.** A home language survey must be completed for all students in a school. A copy of this survey must be kept in the student's permanent record.
- B.** If a student identifies a language other than English on any one of the questions on the home language survey a copy of this form should be sent to Stephen Long at the Central Office. A copy should also be placed in the student's permanent record.

III. Assessment and Programming

- A.** Once a student is identified as non-English speaking, the student should be referred to the ESL Coordinator. The student will then be given appropriate assessments to determine programming.
- B.** After assessment is completed, an alternative language program will be implemented.

IV. Extra-curricular Activities and Special Opportunity Programs

- A.** Students cannot be unilaterally excluded from participation in a school activity based solely on English language proficiency
- B.** Students should not be referred for a special education program school activity based solely on English language proficiency.(including speech services) simply because they are not proficient in the English language.

V. Communication with Parents

- A. A school district is responsible for communicating with parents in a language they can understand. This includes information such as, student placement, report card information and field trip notices. This information should be available in a language that the parent can understand by offering oral or written translations.

VI. Title VI Policy Statements

- A. The Title VI nondiscrimination policy is to be published in student and teacher handbooks.
- B. Post the nondiscrimination policy and complaint procedures in written communication. (Policies are included.)
- C. Copies of the following information on identified students should be sent to the Assistant Superintendent.
 - 1. Copy of TCAP scores;
 - 2. Notification of Drop-outs;
 - 3. Notification of Retention

ACADEMIC PLANNING HANDBOOK

CEEB School Code - 430815

Percentage of **graduates entering college:** 20% - 2-year college; 65% - 4 year college.

Grading Scale:

A - 100-93
B - 92-85
C - 84-75
D - 74-70
F - 69-0

Grading Scale for **Honors Classes** A – 100-90
 And **Honors Pre AP Classes** B – 89-82
 C – 81-72
 D – 71-67
 F – 66 and Below

Grading Scale for AP Classes A –100-90
 B – 89-80
 C – 79-70
 D – 69-65
 F – 64-0

Credit Explanation:

<u>1st Grade</u>	<u>2nd Grade</u>	<u>Credit</u>
F	C	1 credit
D	D	1 credit
F	D	1/2 (Repeat 1st half in SS; Repeat the whole course during school year.)
D	F	(Repeat 2nd half in SS; Repeat whole course during the school year.)
F	F	Repeat entire course in SS or reg. yr.

Block classes which meet 90 minutes a day, 5 days a week, 18 weeks carry one unit credit with a grade of A-B-C-D each nine weeks.

GRADUATION REQUIREMENTS:

Students must choose a Technical, Dual and/or University path, complete the requirements for that path, and graduate with a regular diploma. Graduates must pass the English, Math and Science Gateway Exams.)

<u>Course</u>	<u>Tech Path</u>	<u>University Path</u>	
English	4 units	4 units	
Mathematics	4 units	4 units#	
Science	3 units	3 units	
Social Studies*	4 units	4 units	
Wellness	1 unit	1 unit	
	(2010 Graduates 1.5 PE/Wellness)		
Technical Area Focus	4 units		
Foreign Language		_____	2 units (same lang.)
Fine Arts	_____	1 unit	
Electives	8 units	9 units	

Total credits for graduation: graduates = 28 credits. Every student must complete Algebra I or its equivalent (Math for Technology II, Algebra IA and IB, or Algebra B) and geometry; University Path students must complete Algebra II# also.

#These units must be equivalent to Algebra I, Algebra II and Geometry. GHS equivalent will be Algebra A, Algebra B, Algebra C and Geometry (4 units).

*Students must complete U. S. History (1), Economics (1), Government (1), plus one unit in Ancient History, AP European History, World History, or World Geography. Freshmen will take World Geography.

Grade level classification

Students will earn their class designation determined by the number of credits earned. The number of credits needed for each grade level is as follows:

Graduate – 28 credits or more (All requirements must be met to participate in graduation exercises)

Senior – 20 credits or more

Junior – 14 credits

Sophomore – 7 credits

Freshmen – entering students

The deadline to achieve the credit limits for grade level classification is the last day of summer school.

The grade level classification would determine the following incentives.

- Graduation year and participation in graduation exercises
- Senior superlative elections
- Placement of pictures in the yearbook
- Privileges to attend the Junior/Senior Prom
- Parking and driving privileges

Transfer students who enter GHS from a school **not** on the block schedule will meet the following classification requirements.

	Transfer First Term	Transfer Second Term
Senior year –	24	20
Junior year –	26	22
Sophomore year –	28	25

Credit Recovery Program

The credit recovery program at GHS will be for students that have failed core courses and are at risk of not graduating. The instruction for this program will be delivered by a computer software package and monitored by a secondary certified teacher. The hours for the program would be beyond the school day and/or summer school hours. Students can take one class at a time. Priority for enrollment would be given to seniors, then to juniors, sophomores and freshmen, respectively. There will be no cost for participation in the Credit Recovery Program.

To be eligible for Credit Recovery

- Enrolled in the class the entire term.
- Have an F average

Credit would be awarded in the following manner:

- Completion of the prescribed work
- Work completed in the time frame defined by the CR Team
- A grade of D would replace the F on the transcript and credit awarded

COURSES MEETING COLLEGE ENTRANCE REQUIREMENTS

Below is a listing of Greeneville High School courses that meet minimum requirements for admissions to the Tennessee State Board of Regents Schools** and the University of Tennessee system.*

Requirements

GHS Courses

English (4 units)	English I, II, III, IV; Pre-AP English III; Honors Pre-AP English IV; WSCC English IV; Applied Communications English IV
Mathematics (3 units)	Math for Tech I & II will substitute for Algebra I; Algebra IA & Alg. IB will substitute for Algebra I; Algebra A, B, & C will substitute for Algebra I & II; Honors Algebra I & II; Unified Geometry; Honors U. Geometry; Advanced Alg. & Trigonometry; Discrete Math with Stats & Prob; Precalculus; Acc. Alg & Trig; Acc. Precalculus; Calculus; AP Calculus
Natural Science - (2 units/1 lab college entrance)	Physical Science; Honors Physical Science, Biology I; Honors Biology I; AP Biology II; Chemistry I; Chemistry for the Community, AP Chemistry II; Physics; Ecology; Nutrition Science; Life Science, Earth Science
A Single Foreign Language (2 units)	Spanish; Latin; French
Social Studies (2 units)	United States History; AP United States History; AP European History; World History; World Geography; Ancient History
Fine Arts (1 unit)	Visual Art I, II, III, or IV; Vocal Music I & II; Instrumental Music (Band); Theater Arts; Music, Theory & Harmony

Notes:

1. Students must also submit an ACT or SAT score taken on a national test date.
2. Additional courses may be required for admission to specific programs or out-of state institutions.
3. All State Board of Regent's community colleges recommend, but do not require, the same subject units for freshmen. Students admitted with plans to transfer to baccalaureate schools must remove the deficiencies with college courses, for no credit, during their stay at the

community college.

4. Students seeking admission to other colleges or universities should check that specific catalogue for entrance requirements.

*University of Tennessee System includes University of Tennessee at Knoxville, University of Tennessee at Chattanooga, and University of Tennessee at Martin.

**State Board of Regent's Universities and Colleges (#) include Austin Peay State University, East Tennessee State University, Memphis State University, Middle Tennessee State University, Tennessee State University, Tennessee Technological University, Chattanooga State Technology Community College, Cleveland State Community College, Columbia State Community College, Dyersburg State Community College, Jackson State Community College, Motlow State Community College, Northeast State Technical Community College, Pellissippi State Technical Community College, Roane State Community College, Shelby State Community College, Volunteer State Community College, and Walters State Community College.

#All Tennessee community colleges have open admissions policies. If a student has not taken and passed the courses meeting admission requirements, he/she must remediate these classes on the college campus.

TRANSCRIPT OF RECORDS: If a student is under 18 years of age, the parent must sign a form for transcripts to be released. If a student is over 18 years of age, he/she must sign the release form. All obligations must be paid before the release of a transcript can occur.

PUPIL COURSE LOAD: At Greeneville High School, four classes per term are considered a normal course load for 10-12 grade students enrolled. Ninth grade students may be enrolled in 4 to 6 classes per term. Students and parents are advised to select courses with great care and consideration. No study halls offered during the school day, however some tutoring is available in the morning and afternoons beyond the school day.

INDIVIDUALIZED INSTRUCTION: In an attempt to meet the individualized needs of pupils, Greeneville High School offers elective courses in art, business, English, foreign language, family and consumer science, mathematics, music, physical education, science, social studies, and vocational/technical subjects. Some courses in English, mathematics, science, and social studies are offered on an honors and/or advanced placement level.

ADVANCED CLASSES: There is a prerequisite (Honors Pre AP) for each AP course offered except AP Music Theory. There are AP courses in English IV, Biology II, Chemistry II, Calculus AB, U.S. History, European History and Music Theory. The grading scale for Honors Pre AP and AP classes is as follows:

AP	A = 100 – 90	Honors Pre AP	A=100-90
	B = 89 – 80		B=89-82
	C = 79 – 75		C=81-72
	D = 74 – 70		D=71-67
	F = Below 70		F=Below 67

A student should be mature, well-organized, and dedicated to study to include these in his/her curriculum. Students who choose to take AP Classes must take the AP Exam given in May. Beginning with the 2005 class, students who take an AP exam will be reimbursed the exam fee on the following scale:

Score	
5	100%
4	75%
2	50%
Less than 3	No Reimbursement

ACADEMIC RECOGNITION
Calculating GPA and Class Rank Groupings

The grade point average (GPA) will be computed on a 4.0 scale, using the following numerical values:

A = 4 points; B = 3 points; C = 2 points; D = 1 point; F = 0 points

The GPA will be based on seven terms and will be determined at the end of the first term of the senior year. Every nine weeks grade for all classes will be used to compute GPA. A nine-weeks grade from a Center for Technology class will be counted twice because the classes are two periods in length.

Grades for all classes attempted, whether passed or failed, will be recorded on the transcript and used in computing GPA. Grades will be given for all classes. Work as office assistant and athletic trainer assistant will result in a grade to be used in computing GPA, but no credit may be granted for this work. When a student repeats a class to raise a grade, both grades will remain on the transcript and will be used when the GPA is computed. Beginning in the Fall of 2004 classes with a D or F that are repeated will have the grade replaced with the new grade earned. Summer school grades will also be included in computing GPA. A student taking Algebra I at the middle school level will receive credit for passing the class, but no grade will be included in computing GPA.

GHS does not rank the senior class. However, percentile ranking will be disclosed as necessary on college applications and scholarship forms. Class rank will be calculated using percentile groupings for the each quartile group. Class rank will be calculated in official percentile groupings after the 7th term. An unweighted GPA will be used for the percentile grouping. Replacement of grades will be allowed only for students who have an F/F, F/D, or D/F in a class.

HONOR ROLL: The Honor Roll is printed and sent to the Greeneville Sun at the end of each nine-week grading period. Students may achieve First Honor Roll with a 3.75 GPA or higher. Second Honor Roll students must have a 3.50 to 3.7499 GPA. To be listed on the Honor Roll, students must receive grades in courses leading to at least three units on the block system and 5 units on the composite system of credit.

TENNESSEE SCHOLARS: Tennessee Scholars are high school students who have completed the Tennessee Scholars Course of Study, a specific sequence of academic courses in math, science, language arts, and social studies. The Tennessee Scholars initiative is based on the data that proves that larger percentages of students who complete a more rigorous course of study in high school are more successful in college and the workforce.

GUIDANCE OFFICE PERSONNEL Students are assigned to a school counselor by their last name and grade level. Assignments are listed below.

Susan Ramsey, Guidance Director	(787-8033)
Amanda Livesay, School Counselor	(787-8033)
Phillip Wright, School Counselor	(787-8033)
Stella Hunter, Registrar	(787-8034)
Karen Thompson, Guidance Secretary	(787-8033)
Guidance Office Fax -	(787-0837)

SCHEDULES: Schedule changes will be allowed the first four (4) days of each term. In extenuating circumstances a conference involving administration, counselor, teacher and parent will be required to handle the situation. If a student's grade falls below passing during the term, this does NOT deem a schedule change. The student MUST remain in the class the remainder of the term. There will be NO study halls.

On the first day of school all class changes require a note from the parent (guardian). A Schedule Change Form is then completed by the guidance counselor, and signatures obtained from the parent, teachers, and administration. The student returns the SIGNED form to the Guidance Office. The change is NOT OFFICIAL until all parties have signed the form and it is returned to the Guidance Office. The student MUST remain in the original classes until the change is official. If a class change requires a path change, the parent and

student must meet with the counselor to adjust paths and then complete the class change form.

NINTH GRADE INFORMATION

ALL FIRST TIME FRESHMEN ARE ENROLLED IN THE GREENEVILLE HIGH SUCCESS ACADEMY.

- Freshmen are required to take English, mathematics, science, physical education World Geography, career management success & keyboarding.
- Each student will be required to take four classes each term on block and 6 classes on composite. Each student has the opportunity to earn 8 credits their freshmen year. Any deviation from this policy will require School Board approval through School Administration.
- Lockers are assigned when school starts. Freshmen students will receive locker information from their first period teacher. Upper class students (10-12) will see the student services office for a locker. Each student will have a locker. Transfer students will get a locker assigned when they enroll.
- Grade cards will be mailed home, five school days after the end of each nine-week period. Parents are encouraged to be aware of student progress before the end of the nine weeks.
- The Guidance Department staff will set up appointments with teachers at the teacher's or parent's request. Parents may want to call teachers during their planning times for information on current grades. Midterm reports will be given to students to bring home on the 4 1/2 week and 13 1/2 week of each term in each class.
- There are three counselors on staff, Mr. Wright is the freshman counselor. The student body is divided as sophomores, juniors, and seniors and each counselor works with his/her group as they advance through high school at all grade levels. Students may request any counselor.
- All students must remain on campus for lunch.
- All freshmen will take the career management success (1/2 credit) and keyboarding (1/2 credit) class. This course will include keyboarding, study skills, career exploration, self-awareness, job career on site visits, and portfolio activities.

TENTH GRADE INFORMATION

- Sophomore requirements are English, math, science, and foreign language for the University Path or two vocational courses for the Technical Path.
- Each student will be required to take four classes each term. Any deviation from this policy will require School Board approval through School Administration.
- Sophomores may enroll in the Center for Technology. The beginning vocational classes meet during fifth and sixth periods and students receive two credits in the beginning classes for each term. A bus is provided to transport students to and from the Center.
- Sophomores may request Driver Education. Students must have reached their 15th birthday before taking Driver Education. If a student is 16 years old by December 31, he/she will register for Driver Education first term. If a student will be 16 years old between January 1 and August 30 of the sophomore year, he/she should register for Driver Education second term.
- Students registering for Journalism (Newspaper) will produce the school paper (The Greene & White). Sophomores must have their English teacher's recommendation and approval from The Greene & White sponsor. This course awards one credit for each term. Students may choose one or two terms of this course.

ELEVENTH GRADE INFORMATION

- Juniors are required to take English, U. S. History, science and math. Each student will be required to take four classes each term. Any deviation from this policy will require School Board approval through School Administration.
- Students attending advanced classes at the Center for Technology will attend during the morning classes—first and third periods and receive two (2) credits for each term. Juniors may also enroll in beginning technical courses during fifth and sixth periods and receive two credits

each term. Bus service is also provided for student transportation to and from the Center in the morning and/or afternoon.

- Economics is required of all students for graduation. It may be taken during the junior or senior year.
- Students registering for Journalism (Yearbook) will be screened for approval by the Yearbook Advisor. Students must choose two terms of yearbook.
- Students registering for Journalism (Newspaper) will produce the school paper (The Greene & White). Students may choose one or two terms of this course.
- College-bound juniors should take the ACT.

TWELFTH GRADE INFORMATION

- Seniors are required to take five core classes, which include all courses required to meet graduation requirements. These classes include English IV, economics and government will be required unless the student previously has a credit for these classes. Seniors must also complete adequate electives to total 28 credits. Each student will be required to take four classes each term. Any deviation from this policy will require School Board approval through School Administration.
- Seniors may take advanced (morning) or beginning (afternoon) classes at the Center for Technology.
- Students registering for Journalism (Yearbook) will be screened for approval by the Yearbook Advisor. Students must choose two terms of yearbook. Students registering for Journalism (Newspaper) will produce the school paper (The Greene & White). Students may choose one or two terms of this course.
- College-bound seniors should apply for admissions during October of their senior year except students seeking early admission. The ACT, if not taken during the junior year, should be taken in October. **DO NOT wait on ACT test scores to apply for admission to college.** Complete the college application in October and send to the college(s). Test scores can be sent upon completion of the ACT test.

SUMMER READING: Students who enroll in AP English IV, Honors English III, Honors English II, and Honors English I have required reading for the summer. The list of books is posted on the website. A test will be given in the summer to use for a grade in the honors English class. The materials from the books will be used to complete assignments and/or projects assigned by the English teacher. Several of the books are in the library and may be checked out for summer reading.

SCHOLARSHIPS: TENNESSEE EDUCATION LOTTERY SCHOLARSHIP (HOPE SCHOLARSHIP)

The Tennessee Education Lottery Scholarship (TELS) Program is funded by the lottery revenues and administered by the Tennessee Student Assistance Corporation. It provides scholarship and grant assistance to Tennesseans attending eligible Tennessee postsecondary institutions. The purpose of the program is to provide access for Tennesseans to postsecondary education, to improve high school and collegiate academic achievement, to keep more of the best and brightest students in Tennessee, and to provide social and economic benefits to the state of Tennessee.

For specific requirements please check with your child's guidance counselor and /or go online at www.state.tn.us/tsac

You may apply for the Hope Scholarship by completing and submitting the Free Application for Federal Student Aid (FAFSA), no additional application is required. The FAFSA will be available from high school guidance counselors or online at www.fafsa.ed.gov in January 2009 for high school seniors.

DUAL ENROLLMENT SCHOLARSHIP: The Hope Scholarship is available to high school juniors and seniors that are jointly enrolled with a college or university. This scholarship is \$300 per term. This scholarship can be applied toward the WSCC English IV class and all other classes under the dual enrollment agreement with WSCC.

Greenville Exceptional Achievement Program – GEAP

This program is a dual enrollment program partnership between Greenville City Schools and Walters State Community College. Through GEAP, students earn high school and college credit simultaneously. Students could earn a high school diploma and an associate degree in four years. Students in this program would have to pay the costs of the college enrollment but may be eligible for the Dual Enrollment Grant to help pay tuition costs. Qualified student's ACT score must be greater than or equal to 19 in all sub-score areas before taking college courses. They also need to demonstrate the maturity to cope with the freedom of a college campus. Applications are available from the GHS guidance office. GEAP students are responsible for their own transportation. An interview with the GEAP staff is required prior to acceptance. Information on courses required for a diploma and associate degree programs is available from the guidance office.

Athletic Information

Students will have the opportunity to participate in the following sports: Fall: Football, Boys/Girls Cross Country, Girls Volleyball, Boys/Girls Golf, and Girls Soccer. Winter: Boys/Girls Bowling, Wrestling, Boys/Girls Basketball. Spring: Boys/Girls Tennis, Baseball, Boys/Girls Track, Softball, Boys Soccer. Students who participate in any sport at Greenville High School are covered by an insurance policy paid for by the Athletic Department. A physical examination from a doctor is required before engaging in any practice session. Please refer to the Athletic handbook for more details or call Athletic Director Randy Richards at 787-8032.

Greenville High School is a member of the TSSAA and the Inter-Mountain Athletic Conference in all sports except football. Greenville High School is a member of the Region II-AAAA in football. To be eligible to participate in athletic contests during any semester the TSSAA requires that:

- (a)The student shall have earned six credits the preceding school year. All credits must be earned by the first day of the beginning of the school year in the fall.
- (b)Students shall be regularly enrolled and in regular attendance, and carry at least three (3) full unit courses in which they could receive credit.
- (c)Athletes are required to enroll in four (4) classes each term just as all other students are required.
- (d)Any student interested in participating in athletics should contact a member of the GHS Coaching Staff or Administration.
- (e)Correspondence courses do not count toward your eligibility.
- (f)A course repeated to improve on a passing grade will not count toward eligibility.
- (g)All athletes are responsible for their own eligibility. Should you have a question or be in doubt, see the Athletic Director.

STUDENT ATHLETES AND STUDENTS who use inappropriate behavior while participating or observing an athletic contest whether home or away **can receive disciplinary actions.**

NCAA - DIVISION I –

Freshman-Eligibility Standards - All Student-Athletes Must Register With the NCAA Initial-Eligibility Clearinghouse.

A QUALIFIER can practice, compete, and receive athletic scholarships as a freshman. A QUALIFIER must meet the following requirements:

- *Satisfy high school graduation requirements;
- *The highest scores achieved on the verbal and mathematics section of the SAT or highest

scores achieved on the four individual tests of the ACT may be combined to achieve the highest scores;

The following core GPA in 16 courses meeting the NCAA core-course definition with the corresponding ACT sum or SAT total score:

Core GPA	ACT SAT		High School Core Courses
	(sum of scores if taken after April 1, 1995)		
2.500 & above	68	820	At least 4 years English:
2.475	69	830	At least 2 years math; (at Algebra I or above)
2.450	70	840-850	At least 2 years of natural
2.425	70	860	or physical science (including
2.400	71	860	1 lab course, if offered by any
2.375	72	870	high school you attended);
2.350	73	880	At least 1 year of additional
2.325	74	890	courses in English, math or
2.300	75	900	natural or physical science;
2.275			76 910
2.250			77 920
2.225	78	930	At least 2 years social
2.200	79	940	science; and 3 additional
2.175	80	950	academic courses in any of
2.150	80	960	the above areas, and/or
2.125	81	960	foreign language, computer
2.100	82	970	science, philosophy or non-I
2.075	83	980	doctrinal religion.
2.050	84	990	
2.025	85	1000	
2.000	86	1010	

A PARTIAL QUALIFIER does not meet standards for qualifier. PARTIAL QUALIFIER - eligible to practice at institution's home facility freshman year; no competition during freshman year; three seasons of competition; may receive institution financial aid during freshman year, including athletic scholarship. PARTIAL QUALIFIERS may earn the fourth season of competition back if the student-athlete graduates prior to the start of the fifth academic year. A PARTIAL QUALIFIER must meet the following requirements:

- *Satisfy high school graduation requirements;
- * Complete 16 core courses as described above;
- *Achieve a core coarse GPA and ACT or SAT test score as described in the index below.

Core GPA	ACT SAT		High School Core Courses
	(sum of scores if taken after April 1, 1995)		
2.750 & above	59	720	
2.725	59	730	
2.700	60	730	same as qualifier (see above)
2.675	61	740-750	
2.650	62	760	
2.625	63	770	
2.600	64	780	
2.575	65	790	
2.550	66	800	
2.525	67	810	

A NON-QUALIFIER does not meet the standards for qualifier or partial qualifier. NON-QUALIFIER - no practice or competition during freshman year; three seasons of competition; may receive institutional need-based aid during freshman year, but it may not be from an athletic source.

NCAA - DIVISION II - Freshman eligibility standards - All Student-Athletes Must Register With The NCAA Initial-Eligibility Clearinghouse.

A QUALIFIER can practice, compete and receive athletic scholarship as a freshman. A

QUALIFIER must meet the following requirements:

*Satisfy high school graduation requirements

* Have a GPA of 2.00 in 16 core academic courses; and must achieve a 68 (sum of scores on the four individual tests) on the ACT, or an 820 on the SAT. Note The highest scores achieved on the verbal and mathematics section of the SAT or highest scores achieved on the four individual tests of the ACT may be combined to achieve the highest score;

For purposes of meeting the core curriculum requirements to establish initial-eligibility at an NCAA Division I or II college or university, a "core course" must meet all of the following criteria:

(a) A course must be a recognized academic course and qualify for high school graduation credit in one or a combination of the following areas: English, mathematics, natural/physical science, social science, foreign language, or non-doctrinal religion/philosophy;

IMPORTANT NOTE: For students first entering an NCAA institution on or after August 1, 2005, computer science courses cannot be used to meet initial-eligibility requirements.

(b) A course must be considered four-year college preparatory by the high school. College preparatory is defined for these purposes as any course that prepares a student academically to enter a four-year collegiate institution upon graduation from high school;

(c) A mathematics course must be at the level of Algebra I or a higher level mathematics course;

(d) A course must be taught by a qualified instructor as defined by the appropriate academic authority (e.g., high school, school district or state agency with authority of such matters); **and**

(e) A course must be taught at or above the high school's regular academic level (i.e., remedial, special education or compensatory courses shall not be considered core courses). However, the prohibition against the use of remedial or compensatory courses is not applicable to courses designed for students with learning disabilities.

Courses taught via the Internet, distance learning, independent study, individualized instruction, correspondence, and courses taught by similar means, may be used to satisfy NCAA core-course requirements if all of the following conditions are satisfied:

(a) The course meets all requirements for a core course as defined above; **and**

(b) The instructor and the student have access to one another during the duration of the course for purposes of teaching, evaluating and providing assistance to the student; **and**

(c) Evaluation of the student's work is conducted by the appropriate academic authorities in accordance with the high school's established academic policies; **and**

(d) The course is acceptable for any student and is placed on the high school transcript.

***High School Core Courses:** At least 4 years of English; At least 2 years math; (at the level of Algebra I or above); At least 2 years natural or physical science (including 1 lab course, if offered by any high school you attended); At least one additional course in English, math, or natural or physical science; At least 2 years social science; 5 additional academic courses in any of the above areas, or foreign language, and philosophy, or non-doctrinal religion.

A PARTIAL QUALIFIER – (Does not meet standards for qualifier) **eligible to practice at institution's home facility freshman year; no competition during freshman year; will have four years of eligibility during college career; can receive institutional financial aid, including athletics scholarship during freshman year.** A PARTIAL QUALIFIER must meet the following requirements:

*Does not meet requirements for qualifier;

*satisfy high school graduation requirements

* Successfully complete the 16 core course (see above) with a minimum 2.000 core grade-point average; or Attain minimum 68 ACT (sum of scores) or 820 SAT.

A NON-QUALIFIER (Does not meet the standards for qualifier or partial qualifier) cannot practice or compete during freshman year; will have four years of eligibility during college career; may not receive athletics scholarship freshman year but can receive regular need-based financial aid if the

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school certifies that aid was granted without regard to athletics ability.

For more information about NCAA initial-eligibility requirements, please refer to the NCAA web site at www;ncaaclearinghouse.net

**Greeneville High School
Drug Testing and Education Policy and Procedures**

PURPOSE:

Greeneville High School is concerned with the physical, emotional and mental well being of all of its students, including those who participate in athletics. While the use of alcohol and other drugs is a potential problem for all students, unique pressures and risks exist for students participating in athletics. The misuse of alcohol and other drugs cannot be tolerated.

The primary purpose of the drug education and testing policy and procedures for student athletes are:

1. To employ education, testing and counseling **TO DETER DRUG USE**, and where deterrence is unsuccessful, to terminate participation in athletics;
2. To educate those students on the physiological and psychological dangers inherent in the misuse of alcohol and other drugs;
3. To protect those students from the health related risks inherent in the misuse of alcohol and other drugs;
4. To protect those students, and others with whom they compete, from potential injury as a result of the misuse of alcohol and other drugs;
5. To remove the stigma of drug abuse from those athletes who are not users;
6. To provide a testing program to identify student-athletes who are misusing drugs and assist them, through education and counseling, before they injure themselves or others or become physiologically or psychologically dependent;
7. To assure athletes, parents, and the community that the health and academic progress of each of its athletes is Greeneville High School's primary goal;
8. To reiterate to the entire school community that the misuse of alcohol and other drugs is not condoned by school officials and;
9. To emphasize to student-athletes additional incentives to say no to alcohol and other drugs.

DRUG TESTING PROCEDURES

The Greeneville City School System is currently working on an updated drug testing policy for the 2007-2008 school year. A separate pamphlet will be distributed to the student athletes at the beginning of the 2007-2008 school year.