

WELCOME TO GORDONSVILLE HIGH SCHOOL

The administration, staff, and faculty welcome you to Gordonsville High School. It is our desire that we all contribute our very best in order to make this a successful and profitable year for everyone.

This handbook is to assist you and your parents to become more familiar with Gordonsville School and Smith County Board of Education policies and regulations. We ask that you and your parents read the folder carefully, familiarize yourself with its contents, and keep it for reference during the time you are enrolled here.

OUR MISSION

The mission of Gordonsville School, its faculty, and administration is to create an environment in which learning can take place for every individual student enrolled in school. Learning will be expected and encouraged by all faculty members from all students. Individual differences in students will be respected and the total development of students will be enhanced and developed through academic and social activities. The integrity of learning time will be protected, and a safe learning environment will be maintained. All activities will be centered around the students with ultimate goal of growth and development for students to become responsible citizens of the community.

NOTE TO PARENTS

Good discipline originates in the home. As a parent you are the first teacher of your child and should develop in him/her good habits of behavior and proper attitudes toward school. The following are some helpful guidelines:

1. Recognize that the teacher takes the place of the parent while the child is at school.
2. Teach the child respect for law, authority, the rights of others and for private and public property.
3. Arrange for prompt and regular school attendance and comply with attendance rules and procedures.
4. Work with the school in carrying out recommendations made in the best interest of your child, including discipline.
5. Talk with the child about school activities; show an active interest in his/her report cards and progress.
6. Parents may request information about qualifications of teachers and paraprofessionals who instruct their child
7. Parents may request that their child's name, address, and telephone number not be released to a military recruiter.

Your interest and support at home are important to your child and are greatly appreciated by the faculty and staff. Parents are welcomed and encouraged to attend parent/teacher conferences. You may arrange additional conferences by calling the school.

THE IDEAL STUDENT

An ancient king once said, "Wisdom is the principle thing; therefore, get wisdom, and with all thy getting, get understanding." To become wise and understanding we must have knowledge, but knowledge of facts is not enough. Along with it we must have intelligence which is the ability to apply these facts to the conditions in which we find ourselves.

An ideal student observes the following practices of good citizenship at

1. Enters and leaves the building and classroom in an orderly manner.
2. Avoids boisterous conduct in the halls and cafeteria.

3. Talks in a well-modulated, soft but audible, voice.
4. Is helpful when a substitute teacher is in charge of the class.
5. Becomes quiet, without being reminded, when class begins.
6. Takes good care of the textbooks and library materials supplied him/her.
7. Prepares lessons on time.
8. Is always prompt.
9. Is always equipped with tools and materials (paper, pencil, book) necessary for work.
10. Does not break a promise.
11. Practices good conduct in the teacher's absence.
12. Is considerate of others.
13. Respects the authority of the teachers and of his/her fellow students whom he/she has elected to positions of leadership.

These are ideals which students should strive to achieve, thereby developing into good adult citizens.

VIDEO CAMERAS

Video cameras are used on school buses and in school for security purposes.

ATTENDANCE

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

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

1. All accounting and reporting procedures and their dissemination;
2. Alternative program options for students who severely fail to meet minimum attendance requirements;
3. Ensuring that all school age children attend school;
4. Providing documentation of enrollment status upon request for students applying for new or reinstatement of driver's permit or license; and
5. Notifying the Department of Safety whenever a student with a driver's permit or license drops out of school.

Absences shall be classified as either excused or unexcused as determined by the principal or assistant principal; where applicable. Excused absences shall include:

1. Personal illness (A doctor's statement will be required for students being absent after the fifth day of personal illness).
2. Illness of immediate family (doctor's statement required after third day).
3. Death in family or if death is non-relative, day of funeral only.
4. Religious observances.
5. Subpoenaed court appearance.
6. Circumstances which in the judgment of the principal create emergencies over which the student has no control.

A student shall be required to have a note from the parent stating the reason for the absence.

Arrangements for make-up work (excused absences only) must be made by the student immediately upon the student's return to school. All make-up work will be completed within 3 days of the student's return to school. If a student fails to complete the make-up work in the time required, a zero will be earned for the make-up work unless an unexcused absence for that time is presented. Students with an excused absence may then request another time for make-up work. The above arrangements will be made so that class time is not taken from other students.

A student will not be allowed to make-up their work for unexcused absences and a zero will be given for assignments on the day of the absence. Suspended days are unexcused absences and no make-up work will be given.

All absences on the computer attendance program shall be either:

E - Excused

U - Unexcused

S - Suspended

Students participating in school-sponsored activities, whether on or off campus, shall not be counted absent. In order to qualify as "school-sponsored," the activity must be school-planned, school-directed, and teacher-supervised. Mass exodus or early dismissal or late arrival of all students or any segment of students shall not be permitted for any reason except for emergencies such as inclement weather or other unavoidable situations, unless instruction is made up in full.

All missed class work or tests (from excused absence) may be made up if the student makes the request immediately upon returning to school and if class time is not taken from other students.

Ten (10) consecutive or fifteen (15) total unexcused absences during any semester renders a student ineligible for promotion to the next grade and/or to receive credit toward graduation, and to retain a driver's permit or license, or to obtain such if of age.

After ten (10) consecutive or fifteen (15) reported absences (excused or unexcused) by a student during any semester, an attendance committee appointed by the principal will conduct a hearing to determine if any extenuating circumstances exist or verifying that the student has met attendance requirements that will allow him to pass the course, be promoted, or retain or obtain a driver's permit or license.

Any administrative decision regarding attendance may be appealed initially to the superintendent and ultimately to the Board. The appeal shall be made in writing to the superintendent within five (5) days following the action or the report of action, whichever is later.

Student attendance records shall be given the same level of confidentiality as other student records. Only authorized school officials with legitimate educational purposes may have access to student information without the consent of the student or parent/guardian.

WEAPONS AND DANGEROUS INSTRUMENTS

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

Dangerous weapons for the purposes of this policy shall include, but are not limited to " ... any firearm, explosive, explosive weapon, bowie knife, hawk bill knife, or any knife, blackjack, knuckles, chains ... " Students who are found to have violated this policy shall be subject to suspension for a period of not less than one (1) year. The superintendent shall have the authority to modify this suspension requirement on a case-by-case basis.

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

TARDIES

Students coming to school tardy should present their excuse in the office. If accompanied by a parent, the student does not need a note. An admission slip will be given to the student to give to his/her teacher.

SCHOOL RULES

You are expected to be on your best behavior throughout the school day. The principal and faculty expect you to follow these rules:

1. Be in class on time with books, paper, pencils and the determination to do your best.
2. Be respectful to all faculty, staff and other students.
3. Follow the rules of each classroom teacher.
4. Do not leave the school grounds without permission.
5. Refrain from loud talking, boisterousness or other improper conduct in the halls. Running and shouting in

the halls are not allowed.

6. Refrain from loitering in the parking areas, before school and after school.
7. Have a hall pass whenever you are in the halls during class time.
8. Outward signs of affection will not be tolerated.
9. Radios, beepers, or cell phones will not be permitted without principal's permission.
10. Students shall have no knives, firearms, or other unlawful weapons upon their persons while at school or on their way to and from school.
11. Possession or use of fireworks on school premises shall be prohibited.
12. Gambling or card playing on school premises shall not be permitted.
13. Students who deface or injure any of the school property, including school buses, shall pay in full all damages.
14. Students will be expected to learn and understand the rules pertaining to the use of computers, Internet and web pages.

STUDENT CODE OF CONDUCT

Student offenses are in four categories. Most of these are listed below. In no way shall this list of violations or consequences be considered all inclusive. Administrators are responsible for the discipline and will classify any offense not listed below unless directed by the Board Of Education. Tennessee State Law gives the principal, or his/her designee, the authority to discipline students who violate school board policies or school rules. In instances where violations are severe enough to warrant doing so, the principal may choose to bypass one or more of the preliminary steps. Numerous violations of different offenses may be considered cumulative by the principal/designee, and appropriate consequences may be assigned.

CATEGORY I - Offenses to be administered by the school that may result in loss of privilege, detention, corporal punishment, alternative school, or suspension due to severity of incident.

1. Refusing to do assigned work.
2. Tardiness (class or school)
3. Refusing to participate in required school activities (wellness activities, reading instructions, etc.)
4. Minor violations of school or classroom rules.
5. Conduct which disrupts the peace or good order of the school or the learning environment (impudence, profanity, disorderly conduct, and disregard for authority. etc.)
6. Inappropriate dress or appearance considered disruptive to the school.
7. Unauthorized presence on another school campus.
8. Loitering (no student should remain at school beyond last bus departure).
9. Inappropriate public display of affection.
10. Open food or drink in school without permission.
11. Unauthorized use of copying machine, computer, phones, or printers.
12. Truancy.
13. Possessing electronic pagers, portable and cellular phones.

CATEGORY II - Offenses that may result in suspension or alternative school placement. Any student suspended or placed in alternative school will not be allowed to participate in any school function including field trips, athletic practices, or contests, etc.

1st time Category II Offense - 3 days suspension or alternative school or corporal punishment

2nd time Category II Offense - 5 days suspension or alternative school

3rd time Category II Offense - 10 days suspension or alternative school

4th time Category II Offense - referral to Student Disciplinary Authority

1. Fighting (both parties, unless one was attacked for no apparent reason)
2. Use of foul or abusive language.
3. Disrespect to teacher/staff/peer.
4. Harassment (verbal or physical).

5. Assault (verbal or physical).
6. Use or possession of tobacco in any form.
7. Use or possession of any incendiary device (lighter, matches, etc.).
8. Insubordination (not following the directive from a teacher, administrator, or other school system employee).
9. Leaving school grounds or class without permission, including the lunch period.
10. Repeated refusal to do assigned work.
11. Chronic disruption.
12. Failure to provide correct identity/address.
13. Dishonesty (copying, cheating, forging signatures, lying).
14. Misuse/destruction of school property.
15. Extortion.
16. Sexual misconduct.
17. Participation in school disruption.
18. Receipt, sale, possession or distribution of stolen property (reported to legal authorities).
19. Trespassing on school property.
20. Prescription policy violation.
21. Unauthorized possession or use of school keys.
22. Gambling (pitching pennies, dice or other activities).
23. Computer hacking or tampering.
24. Stealing (may be reported to police).
25. Bullying, threatening, hazing, or intimidating behavior.

CATEGORY III - These offenses are subject to suspension up to a maximum of 20 days.

1. Possession of alcohol (mandatory 20-day suspension).
2. Possession/sale/distribution of drug paraphernalia (including rolling papers).
3. Pulling fire alarm or otherwise causing one to sound when no fire or smoke is visible.
4. Indecent exposure.
5. Possession or detonation of an incendiary or explosive material (firecracker or greater, as well as, stink/smoke bomb, poppers, etc.).
6. Destruction of school property (full restitution will be expected).
7. Sexual harassment as defined by Board Policy.
8. Inciting a school disruption (stopping normal proceeding in school).
9. Repeated violation of school rules.
10. Verbal assault on a school employee.

CATEGORY IV - There will be zero tolerance for the following offenses. These offenses will be reported to the superintendent and to law enforcement officials.

1. Bomb threats.
2. Malicious arson.
3. Possession or distribution of illegal drugs or controlled substances, including marijuana.
4. Possession and/or use of weapons (see Board policy)
5. Battery on a school employee.
6. Being present on school property, on a school bus, or at a school sponsored event or activity and found under the influence of an illegal drug, controlled substance, or alcohol.

TENNESSEE LAW CONCERNING SUSPENSION

The administration of Smith County Schools is authorized to carry out disciplinary and related procedures necessary for the successful operation of the school under Tennessee Law concerning suspension and disciplinary action. Tennessee law allows principals to suspend students for good and sufficient reason upon satisfaction of due process.

GUIDELINES FOR GRADES 9-12

Each student must have a grade of 70 or above to pass an individual class. If a student is absent from class more than 15 days during either semester, he/she will not receive credit for that class during that semester. In the case of an illness or accident that would necessitate an absence of more than 15 days of school, a homebound teacher should be requested. Students who have been absent more than 15 days from any class per semester shall have the opportunity to go to "Summer Make-Up Program" in order to receive class credit. The cost of this program will be set at \$25.00 per day of make-up.

In order to be promoted to the next grade, students must complete the prescribed number of credits (Carnegie units) per grade level designated by the Board and the State of Tennessee.

- 4 credits or more at the end of 9th grade
- 10 credits or more at the end of the 10th grade
- 14 credits or more at the end of the 11th grade
- 20 credits or more at the end of the 12th grade

USE OF TOBACCO

The use and/or possession of tobacco by any student shall be prohibited on school premises, and the principal may suspend any student for violation of this board policy. (This regulation, as it applies to school premises, is applicable during the regular school day beginning with the arrival of the first student and ending with the departure of the last student.)

DRESS CODE

School clothing and individual grooming must not distract from the learning environment or jeopardize health or safety of others.

1. All apparel or accessories worn to school may not display or advertise the following:
 - Gang affiliation or gang sign
 - Tobacco products
 - Profanity
 - Alcoholic products
 - Drugs or drug paraphernalia
 - Sexual themes
 - Ethnic groups or signs
 - Racist overtures
 - Other suggestive or offensive sayings or graphics
2. Students who do not comply with the dress code will be subject to disciplinary action.
3. Pants or slacks must be size appropriate at the waistline and length of inseam (cannot touch the ground or floor).
4. Pants or slacks having elastic or drawstring waist is acceptable.
5. Capri pants with length no shorter than mid calf are acceptable.
6. Jumper-straps (or overalls straps) must be worn on top of the shoulders over an acceptable shirt.
7. No hats or head gear allowed for boys and girls.
8. Shoes that might cut, mar, or otherwise damage school property must not be worn.

9. Shoes must be worn at all times.
10. Tank tops must have a sleeved shirt under them. Shirts must come to the waist line.
11. Offensive language or pictures will not be permitted on clothing.
12. Appropriate underclothing will be worn by students while in attendance at Gordonsville High School.
13. Jeans, pants and other clothing with holes are not permitted.
14. Shorts, including cutoff jeans, jams, jogging shorts, spandex shorts, and walking shorts are not permitted.
15. All skirts must come to the knee.
16. Pants, skirts, etc. will be worn with waistband at waist level. No underclothing will show at any time.
17. Bandannas will not be worn.
18. No sunglasses.
19. No visible tattoos.
20. No spiked or mohawk hair style.
21. Students may not wear metal spiked apparel or similar accessories.
22. All backpacks must be see through mesh or clear material.
23. All makeup must be of natural color and moderately applied.
24. Black, white, or other makeup that suggests death, gang, cult or Satanism is not allowed.
25. A pierced ear with appropriate jewelry is acceptable. Other pierced body parts with attached jewelry, studs, ornaments, etc. is not to be worn at school.
26. No unnatural shades of hair coloring, such as neon green, yellow, purple, orange, red, pink, etc.
27. No chains or dog collars to be worn or carried at school.
28. Pants or slacks with cargo pockets are not permitted.
29. Pants with straps and/or chains are not permitted.
30. Pants with graphics or writing on the seat are not permitted.
31. Sweat pants or jogging pants are not permitted.
32. All shirts must be tuckable in length when student is seated or an undershirt must be worn to prevent skin from being exposed.

DISCIPLINARY PROCEDURES

First Offense: Remove to isolated areas (in-school suspension)

Second Offense: Suspended one day with parent returning to school with student (out-of-school suspension)

Third Offense: Suspended for three days.

VISITORS

Upon arrival, all visitors will register in the office. Our policy is to accept only these visitors who have legitimate business at the school. Students From other schools who wish to visit GHS are welcome if they have a special purpose, and then arrangements must be made at least 24 hours in advance. Final approval and decisions will rest with the administration.

AUTOMOBILE REGULATIONS

1. All students driving an automobile will park in the student parking lot in an assigned space.
2. No parking near dumpsters by students or faculty.
3. Students are not to sit in parked cars during or before school hours.
4. Students are not to be in parking area without permission. Speed limit on campus is 15 m.p.h.
5. Any student driving any motor vehicle must meet all state requirements.
6. Parking permits are to be displayed on the rear view mirror.

LOCKERS

Each student is assigned a locker for his/her use for books, school supplies and personal effects. Periodic locker checks are made to assist students with any problem related to their lockers. Each student is responsible for the safety of his/her own books, school supplies and personal effects. Locks will be provided by the school. Lockers are to be locked when not in use.

TEXTBOOKS

Textbooks are furnished by the Board of Education and are issued at the beginning of the year. Students and their parents are responsible for books issued them and will be expected to pay for those books that are lost or damaged. School records will not be released until all indebtedness is settled.

WITHDRAWALS

Students transferring to another school should report to the Guidance Office upon arriving at school their last day of attendance at GHS. All debts must be cleared and books returned in order for records to be sent to another school.

GRADING SYSTEM

Subject-area grades shall be expressed by their numerical values for grades 1-12. First grade exceptions are listed on report cards.

Uniform Grading System			
Grade	Scale	Percentage Range	
A	4.0	93	100
B	3.0	85	92
C	2.0	75	84
D	1.0	70	74
F	0.0	0	69

A -----93 - 100

B -----85 - 92

C -----75 - 84

D -----70- 74

F ----- 0 - 69

Conduct may be marked as follows:

E-----Excellent

S -----Satisfactory

U -----Unsatisfactory

Conduct grades are based on behavior and shall not be deducted from scholastic grades.

Attendance records will not be used in determining the awarding of grades or the passing of a course or promotion or retention.

Grades given at the end of each six weeks period will be determined from daily work, homework, written assignments and tests. Any assignments and test required of a student must be considered in the computation of this grade. Test grades will be given a value of 1/3 of the 6 weeks grade and 2/3 for daily grades.

Semester grades will be determined by an average of grades for each of the three 6-week periods. The final grade of the year will be determined by averaging the two (2) semester grades. In grades 9-12, mid-term and final exams count 1/4 of the semester and final average.

The work of a student whose grades are satisfactory but are withheld because of the failure to complete the required work shall be reported as an incomplete (1) if the incomplete is not removed in the time designated by the teacher, it will then become an "F".

REPORTING STUDENT PROGRESS

Student progress reports shall be provided at least once every 6 weeks during the school year. The reporting procedure shall be in writing and shall be uniform for all reporting periods during each school year. Each report shall be signed by the parents and returned promptly to the school.

Student progress reports shall indicate the student's conduct, attendance and academic progress and other information necessary to communicate effectively with the parents.

In addition to the regular progress reports, principals and teachers are encouraged to confer with parents on the educational progress of their children. Teachers shall consult with parents of students who are working at an unsatisfactory level or whose performance shows a marked or sudden deterioration. Parents shall be notified by the teacher as early in the school year as possible if the retention of a student is being considered.

SENIOR CLASS RANKING

Both Smith County high schools operate on a weighted point system. Students may earn an unlimited number of Carnegie units from courses approved by the State Department of Education.

Beginning with all students in the 1996-97 school year, rank in class will be computed at the end of the seventh semester and will be based only on seventeen units of credit with the highest quality point value. They will be computed in the following order:

1. Thirteen (13) units of core curriculum courses up to the end of the seventh semester.
2. Four (4) units of electives with the highest quality point value, making a total of 17 units.
3. Top students will then have their 17 units converted to the following point system in order to determine the first through tenth ranking:

Honors Courses	Standard Courses
100--5.00	100--4.00
99--4.95	99--3.96
98--4.90	98--3.92
97--4.85	97--3.88
96--4.80	96--3.84
95--4.75	95--3.80

If an intellectually gifted student desires to take a post-secondary course, or other courses not offered in the school in which they are enrolled, that student must make a request for an M-Team. **Courses not available to a11 students will not be used in determining class rank.** This policy does not limit the ability of the M-Team to place students in post-secondary courses or other special courses based on student needs.

Any student, regardless of his/her chosen graduation path, will be eligible to enroll in any honors class. Students must be enrolled full-time to be eligible for ranking among the top high school seniors. Students will not be allowed to take courses which they have already taken in which passing grades were made, nor will auditing any class be allowed.

To ranking number 1 or 2, a student must be enrolled in the high school at least four of the seven semesters preceding the final semester. The final semester will not be used in determining class standing. A student who has NOT been enrolled four out of seven semesters preceding the final semester, who would have otherwise been eligible for first or second ranking, will be automatically ranked third. In the event of a tie, students with identical average will share the same rank.

The rank for a seventh semester senior will be based only on the seventeen (17) units of credit. This will be composed of the core curriculum first thirteen (13), followed by electives (4 units) with the highest quality

point value. In the event a student does not have seventeen units by the end of the seventh semester, they will **NOT** be eligible to compete as a top ten ranked senior. This student would have their grade point average determined by dividing the total quality points earned by the number of credits the student has attempted.

QUALITY POINT VALUES

Honors courses are assigned the following quality point values:

A -----	5
B -----	4
C -----	3
D -----	2
F -----	0

Standard courses are assigned the following quality point values:

A -----	4
B -----	3
C -----	2
D -----	1
F -----	0

The following courses are considered as Honors courses:

Algebra II	Physics	Geometry	Adv. Biology
Chemistry	French	Physical Science	Adv. World History
Spanish	Calculus	Adv. Math	Pre-Calculus

GRADUATION REQUIREMENTS

Beginning with the 1994-95 school year, a new state law called TWO PATH HIGH SCHOOL went into effect. As you register for high school, you will have two courses of study from which to choose. You may enter the **University Path** or the **Technical/Vocational Path**. Regardless of which Path you choose, 20 Units are needed to graduate.

If you choose the **University Path**, your course of study must include:

English	4 Units
Math	3 Units (Algebra I, II, Geometry, Advanced Math)
Social Studies	3 Units
Science	3 Units (Physical, Biology, Chemistry, Physics, Ag. Science)
Health, Fitness, Wellness	1 Unit
Fine Arts	1 Unit
Foreign Language	2 Units
Electives	3 Units

If you choose the **Technical/Vocational Path**, your course of study must include:

English	4 Units
Math	3 Units (Pre-Algebra, Alg. I, or Math for Tech I and II)
Science	3 Units (Earth, Life, Ag. Science)
Social Studies	3 Units
Health, Fitness, Wellness	1 Unit
Vocational Courses	4 Units (in one related area)
Electives	2 Units

Your program will be reviewed each year. Students may change their mind about the Path that was initially chosen their freshman year. However, by the time the students enter their junior year, they must be definite about their chosen Path since two years of a foreign language are required if college is an option. Beginning with the freshman class of 1994, all parents will be required to sign a yearly form stating that they have reviewed and approve of their child's course of study. You must fulfill all requirements of the Path that you choose in order to receive a high school diploma. Please contact the school if you have any questions.

HONOR ROLL AND PRINCIPAL'S LIST

A composite average of 95 each six weeks will make a student eligible for honor roll. In order for a student to qualify for the Principal's List, the student must have a composite average of 88-94.4. It is the student's responsibility to report his or her grades to the designated teacher.

LIBRARY

A library is a place for reading enjoyment and research. You are welcome in the library, and since it is a place for quiet work, you are expected to be on your very best behavior. You are encouraged to use the library as often as possible; the librarian will be glad to help you find the information you need, or to suggest books in your fields of interest. The library is open from 15 minutes before school until 15 minutes after school - later times may be arranged a day in advance. If it is necessary for you to come to the library during class time, you must get written permission from your teacher.

You will be informed about check-out and library rules during orientation. Students and/or parents are expected to pay for any lost or damaged library materials. Please cultivate the "Library Habit."

GUIDANCE

The Guidance Counselor is a person you can go to any time during the day. with permission from your teacher of course, to discuss a matter that bothers you, to get information, or to seek a possible alternative to a problem. If you want to secure materials or schedule a conference, your teacher will issue a pass to the Guidance office. This pass should be signed by the Counselor and returned to your teacher as soon as you have finished.

The Counselor organizes the school-wide testing program, registration, transferring of students and keeping up with your school records.

Guidance services are for the benefit of all students. Students are encouraged to confer with the counselor about academic, vocational and/or personal matters. The Counselor works with them both individually and in groups. We welcome parent conferences and ask that appointments be made by calling 683-6291.

CAFETERIA

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, students may participate in a well-balanced lunch and breakfast program at a reasonable price. The teachers, lunchroom personnel, and your fellow students will especially appreciate your cooperation in:

1. Talking quietly.
2. Disposing of all litter in proper containers.
3. Leave the table and floor around your seat in a clean condition for others.
4. No food may be taken from the cafeteria.
5. Breakfast begins at 7:30 a.m. and ends at 8:00 a.m.
6. No gum in the cafeteria.
7. Students are required to stay in cafeteria during your lunch period.

Your teacher will discuss cafeteria regulations in greater detail.

FUNDRAISING

There will be no selling/fundraising unless authorized by the principal.

ANNOUNCEMENTS

No posters will be placed in the building without approval from the office. After the event, they are to be removed by the person or group having placed them.

RULES FOR BUS CONDUCT

The school bus is an extension of school activity; therefore, students shall conduct themselves on the bus in a manner consistent with the established standards for safety and classroom behavior. Students are under the supervision and control of the bus driver while on his/her bus, and all reasonable directions given by him shall be followed.

The principal of the student transported shall be informed by the bus driver of any serious discipline problem and may be called upon to assist if necessary. A student may be denied the privilege of riding the bus if the principal determines that his behavior is such as to cause disruption on the bus, or if he disobeys state or local rules and regulations pertaining to student transportation.

The suspension of a student from riding the school bus shall follow the same procedures as for any other school suspension.

Any student who gets off the bus at any point between the pick-up point and school must present the bus driver with a note authorized from the parent or the principal of the school that the student attends.

Any student wishing to ride a bus other than his designated bus must have written parental permission and the approval of the principal or his designee.

1. Students must be at the bus stop on time. Students should be at the bus stop at least 5 minutes before the bus arrives.
2. While waiting at the bus stop, students must wait on the sidewalk, driveway, or as far off the traveled portion of the road as possible.
3. Students must wait in an orderly manner and wait for the bus to come to a complete stop before approaching the bus.
4. If it is necessary to cross the street or roadway, students must wait until the driver signals them to cross, and cross the street or roadway 10 to 15 feet in front of the bus to ensure the driver sees them.
5. Students must enter the bus single file and be seated as quickly as possible.
6. Upon leaving the bus, wait until the bus comes to a complete stop before standing to exit. Standing is not permitted on a moving bus.
7. Exit single file in an orderly manner and walk away from the bus.
8. Upon leaving the bus, make sure all traffic stops and cross the street in front of the bus. Never cross the street behind the bus!!!
9. The bus driver shall be responsible for the order and conduct of the students transported.
10. The bus driver has the responsibility to assign seats and may be directed so as a matter of policy.
11. Pupils should obey any reasonable directive of the bus driver promptly and willingly.
12. Outside of ordinary conversation, classroom conduct is to be observed. Vulgar language or gestures are not permitted. The school bus is an extension of the classroom.
13. Students must remain seated and facing forward with feet on the floor in front of them. Students must keep the aisle clear at all times.
14. Students may not board or depart from the bus at any stop other than that which has been properly authorized by parents and school authorities.
15. Students will not extend hands, arms, heads, and objects from the bus windows at any time. Students are not permitted to shout or gesture to passing vehicles or pedestrians from the bus.
16. Students may adjust windows only when permitted to do so by the bus driver.
17. Students may not throw any object including trash or paper from within or from the bus while waiting for, riding, or after leaving the bus. A trash can is usually provided.
18. Students must never sit in the driver's seat, doghouse, or step area and never tamper with any operating equipment.
19. Students may not exit through the emergency doors unless directed so by the driver.
20. Eating or drinking food and beverages on the bus is prohibited. Food and beverages will only be permitted on the bus in school lunch bags or lunch pails.
21. The use of tobacco, drugs, or alcohol in any form will not be permitted on the bus.
22. Firearms, knives, matches, lighters, flowers, balloons, cell phones, radios, CD players, water guns, explosives, glass, animals, and other similar items creating a safety hazard are not permitted on the bus. Other items can and will be taken away from students at the driver's discretion.

23. Students needing to ride any bus other than their regularly assigned bus must give a note to the bus driver signed by both a parent and school principal.
24. Students desiring to take another student home with them who do not normally ride a particular bus must obtain permission from the bus driver or authorization from their school principal to assure the bus is not overloaded.
25. Absolute quietness is required at all railroad crossings. The bus driver will turn off all radios, fans, heaters, etc., and illuminate the dome lights to aware students to be quiet. This is a requirement of the State of Tennessee, Pupil Transportation Division, and Smith County School Bus System.
26. Any vandalism to the interior or exterior of the bus is prohibited and will require payment for the amount of damage along with bus suspension.
27. Fighting, hitting, pinching, and horse playing is not permitted on the bus and will be dealt with accordingly.
28. All Smith County School Buses are equipped with camera systems. These cameras record at all times and the video will be used as needed to settle misbehavior problems on the bus.

GORDONSVILLE HIGH SCHOOL EMERGENCY AND DISASTER DRILLS

The following signals will alert GHS faculty, staff, and students of different drills which may occur during the school year:

1. Fire drill -- Fire alarm (verbal) One bell to re-enter building
2. Earthquake drill -- Fire alarm (verbal)
3. Tornado drill -- Two bells (verbal) One bell to return to classroom
4. Hostage -- Red alert (verbal) Location will be disclosed
5. Bomb threat -- Fire alarm (verbal) One bell to re-enter building
6. Lockdown -- Three bells

Upon hearing the fire drill signal, students will leave the classroom in an orderly line following the instructions of the teacher. When the building has been cleared, a bell will ring signaling students to return to their classes in the same order in which they left. There is to be no talking, pushing or playing during any drill.

SCHOOL SPIRIT

Good spirit may be divided into four categories:

1. **COURTESY** - Toward teachers, fellow students, visitors and officials at any school activity.
2. **PRIDE** - In everything our school endeavors to accomplish and it has accomplished in the past.
3. **GOOD CITIZENSHIP** - A desire to be helpful to students, teachers, and visitors: a willingness to work together to make our school the best it can be.
4. **SPORTSMANSHIP** - The ability to win and lose gracefully. School spirit means loyalty to all functions of the school both during the school day and after school hours.
5. **ALMA MATER** - Should be sung with all students standing with pride and respect for their school.

ATHLETIC PARTICIPATION

TSSAA ELIGIBILITY REGULATIONS:

- A. Must pass at least five (5) full subjects the preceding semester.
- B. A student who drops out of school before the end of a semester shall be ineligible until he/she has been in school a semester and passed at least five full unit subjects.
- C. A student shall be ineligible after he/she has attended high school for eight semesters.
- D. A student cannot participate in athletics if he/she becomes 19 on or before September 1.
- E. Any person participating in any athletic program must carry student insurance from GHS or have adequate coverage himself/herself. All student athletes must have school insurance or show existence of private coverage.
- F. Transfer rules for athletes are governed by TSSAA guidelines.
- G. Students must pass a physical from a licensed physician and test drug free.

ASSEMBLY PROGRAMS

All students are required to attend all student body assemblies unless excused through the office. All students should sit with their first period teacher in their assigned seats. All assemblies for any program must be approved by the principal in advance.

SCHEDULE CHANGES

GHS has adopted a policy which discourages excessive and unwarranted schedule changes. The administration, through the Guidance Office, will consider only those changes necessary to correct an administrative error, remedy improper placement, and to balance class size.

STUDENT COUNCIL

The GHS Student Council is an elected organization dedicated to promoting good will among the student body, helping the faculty and students develop a closer relationship, expressing concerns and making suggestions to the faculty and administration. Each spring the student council sponsors an academic banquet. Students must be enrolled in at least two academic classes and have made the honor roll the first six weeks of school.

SCHOOL FEES AND FINES

School **fees** are defined as follows:

1. Fees for activities that occur during regular school hours.
2. Fees for activities and supplies required to participate in all courses offered for credit or grades.
3. Costs for summer school.
4. Costs for graduation ceremonies.

All student fees will be approved by the principal and superintendent and authorized by the board, consistent with the laws of Tennessee. No fee will be charged for consumable materials to be used by the student.

School fees shall be waived for students who are eligible to receive free or reduced price school lunches, with such fees to be paid by the Board not to exceed \$30.00 for K-8 and \$40.00 for 9-12.

The Board authorizes principals and teachers involved to decide on appropriate instructional supplies. Students may purchase these supplies from the school but will not be required to do so.

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

No employee may charge a student a fee for any service rendered on the school premises or for teaching connected with the school system. Tutoring one's student for pay is prohibited.

FINES

Students who destroy, damage, or lose school property, including but not limited to buildings, school buses, books, equipment, and records, will be responsible for the actual cost of replacing or repairing such materials or equipment.

Failure to remit the cost of replacing or repairing such materials or to make satisfactory arrangements with the administration for payment may result in suspension of the student. If payment is not remitted, the matter will be referred to the board for final disposition.

Textbooks are available free to students as a loan. Parent(s) will accept full responsibility for the proper care, preservation, return or replacement of textbooks issued to the student(s).

Fines may be assessed for overdue, damaged, or lost library books. In no event will the fine exceed the current cost of replacing the book.

ALTERNATIVE SCHOOL PROGRAM

PROGRAM GOAL

The Smith County Board of Education will offer viable alternatives to suspension and expulsion through the Smith County Alternative School. The school will serve those students whose school problems have reached levels that are disruptive to the function of their regular school or classroom. The alternative school will provide a highly structured environment aimed at integrating students back into the mainstream of their regular school.

RESPONSIBILITY OF SCHOOLS

The regular classroom teacher will:

1. Inform the Alternative School teacher concerning the student's placement level and existing grades for each subject.
2. Provide the Alternative School teacher with handouts and tests used in the regular classroom.
3. Provide textbooks, materials and assignments adequate for the number of days for which the student has been assigned.
4. Provide assistance as needed.
5. Evaluate all students' works completed during the time the student attended the Alternative School and will consult with the Alternative School teacher if any questions arise concerning students.

FINAL TEST EXEMPTION POLICY

Any student in grades 9-12 will be exempt from final exams if they meet the following criteria:

	Year Course	Semester Course
100-95	5 absences	3 absences
94-90	4 absences	2 absences
89-85	3 absences	1 absence
84-80	2 absences	0 absences
79-75	1 absence	0 absences.

The cut-off for attendance for the Final Test Exemption Policy will be the last school day before final tests are scheduled to begin.

Students who have attained the necessary grade average will be exempted only if a parent or legal guardian has signed the appropriate form acknowledging awareness of the exemption and gives permission for the student not to attend school on the day(s) of exams. Each student that does not attend school on exam days must have a paternal consent form on file.

Any student who has attained perfect attendance in an individual subject, and has a passing average, will be exempt from the final test. Students may elect to take the final test if desired.

DISRUPTION AND INTERFERENCE OF SCHOOL ACTIVITIES

A student shall not use violence, force, noise, coercion, threats, intimidation, fear, passive resistance or any other conduct which causes the disruption, interference or obstruction of any school purpose while on school property, in school vehicles or buses, or at any school sponsored activity, function or event, whether on/off campus. Neither shall he urge other students to engage in such conduct.

A student found guilty of misbehavior may receive punishment ranging from verbal reprimand to suspension and/or expulsion dependent on the severity of the offense and the offender's prior record.

BANNED ITEMS

All lighters, matches, and electronic devices are banned from grades K-12 students in all school buildings, school buses and on all school premises. Examples of electronic devices, but not limited to are: cell phones, camera phones, PDAs, iPods, MP3 players, Discman, beepers, pagers, walkie-talkies, Gamesboys, etc.

First Offense - Five (5) days in school suspension (ISS)

Second Offense - Five (5) days suspension

Third Offense - Appear before the School Disciplinary Authority (SDHA)

- All electronic devices must be picked up at the school by the parent.
- The Smith County School System is not responsible for lost or stolen devices. .

ACCIDENTS AND ILLNESSES

Parent(s) of all students shall provide the schools with medical authorization which shall contain the following information:

1. Parents' location and phone number during the day.
2. The name, address and phone number of the student's physician(s).
3. Directions in the event that medical treatment is needed.
4. Information concerning a student's particular physical disability or medical condition.

The authorization will be required annually and will be kept on file in the principal's office.

If a student suffers an injury or illness, the parent(s) will be notified as to whether to pick up the child at school or to meet the child at the hospital. If the parent(s) cannot be reached, the student will be transported to the hospital emergency room and the physician identified by the parent(s) on the emergency medical authorization form will be notified of the accident. Efforts to notify the parent(s) will continue until they are reached.

Principals will inform the superintendent immediately of any serious injuries suffered by students while under jurisdiction of the school. A report of each accident taking place in a school will be filed in the offices of both the principal and the superintendent. In all accidents serious enough to require medical attention or requiring the student to be taken home, or in all cases that the staff member in charge deems desirable, reports will be made and filed as stated above.

No student will be taken and left at home or sent home unless a parent(s) is at home to accept the responsibility of the student.

Parents who object to the procedures contained in this policy shall submit to the principal a written emergency plan for his approval.

FOREIGN EXCHANGE STUDENTS

Any foreign student is eligible for acceptance into the foreign exchange student program, provided he/she is participating through any agency endorsed by the Council of Standards for International Educational Travel and is sponsored by an individual or organization. Before approval by the Board, the exchange program representative must make written application on behalf of the student in the local school serving the host family. No foreign exchange student shall be brought into the United States by the sponsor unless he/she has been accepted in writing as a student by the superintendent/designee of the school in which he/she is to be enrolled. The school may accept the student after determining the following:

1. The student will have sufficient command of the English language to enable them to participate in the general curriculum.
2. Appropriate curriculum offerings can be provided for the student.
3. An overcrowded situation will not be further aggravated. Prior to enrolling a foreign student, the principal or designee shall require, in addition to a valid student visa, the following documentation:
 - a. Citizenship
 - b. Birthdate
 - c. Health/immigration records

- d. Custody (including phone number, name and address of person responsible for student)
- e. School records, including a transcript of academics (in English)

Admission requirements and all other considerations shall be the same for foreign students as for United States students. Students will be accepted only in grades 9-12. No more than four foreign students and no more than two of the same nationality shall be placed in one school.

Students must have had acceptable academic achievement in their native countries and must have been screened for maturity and ability to get the maximum benefit from an exchange program. Exchange students must have an adequate command of the English language and be able to function without special assistance in regular classes. The principal shall be responsible for assignment to the appropriate grade level.

Each school shall name a faculty member as a student representative to serve as a liaison between the school and exchange program agency and as an advisor to exchange students. The sponsoring individual/organization shall provide evidence to the school that the student will receive adequate financial support for the duration of his/her stay. Exchange students shall not be eligible for free or reduced price lunches, nor shall schools hold fund-raising events to pay expenses incurred by exchange students.

RIGHTS AND RESPONSIBILITIES

The board expects all school staff, students and parents to assume the responsibility for appropriate behaviors in the school.

Each student has the right to:

1. Have the opportunity for a free education in the most appropriate learning environment.
2. Be secure in his person, papers and effects against unreasonable
3. searches and seizures.
4. Expect that the school will be a safe place.
5. Have an appropriate environment conducive to learning.
6. Not be discriminated against on the basis of sex color creed religion, national origin or disabilities.
7. Be fully informed of school rules and regulations.
8. In order to ensure that homeless students have equal access to the same free appropriate public education as provided to other students the following shall apply:

Homeless students are individuals who lack a fixed, regular and adequate nighttime residence and include the following:

- a. Students who are sharing the housing of other persons due to loss of housing, economic hardship, or similar reason; are living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.
- b. Students who have a primary nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings.
- c. Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
- d. Migratory students who meet one of the above described circumstances.

Each student has the responsibility to:

1. Know and adhere to reasonable rules and regulations established by the board.
2. Respect the human dignity and worth of every other individual.
3. Refrain from libel, slanderous remarks, and obscenity in verbal and written expression.
4. Study and maintain the best possible level of academic achievement.
5. Be punctual and present in the regular school program.
6. Dress and groom in a manner than meets reasonable standards of health, cleanliness, modesty and safety.
7. Maintain and/or improve the school environment.
8. Refrain from behavior which would lead to physical or emotional harm or disrupts the educational process.
9. Respect the authority of school administrators, teachers and other authorized personnel in maintaining discipline in the school and at school-sponsored activities.
10. Obey the law and school rules as to the possession or the use of alcohol, illegal drugs and other

unauthorized substances or materials.

11. Possess on school grounds only those materials which are acceptable under the law and accept the consequences for articles stored in one's locker.

OUT-OF-COUNTY ATTENDANCE POLICY

Smith County has a closed policy on out-of-county students. No student residing in another county will be permitted to attend Smith County schools unless they were enrolled on or before September 14, 1993. Siblings may be enrolled until the year 2000.

STUDENT TRANSFERS WITHIN THE COUNTY

The board recommends that each child attend the school in the home area; however, at the beginning of each school year, parents may enroll their children in the school of their choice. Once a student has enrolled, transfers to other county schools will be permitted only under the following conditions:

1. The student's parents/legal guardian move to a new school area.
2. A student begins school outside his/her home school area at the beginning of the school year and then decides to transfer back to his/her home school.
3. If there is a school-related problem that prompts the transfer, the problem must be resolved before a transfer can occur.
4. The parent may request, in writing, to be placed on the board agenda, then appear, with the student, before the board and describe a valid reason for their request to change schools.
5. Students have the right to request a transfer to another school within the district if they are the victims of a violent crime at school.

AFTER SCHOOL DETENTION

Detention shall constitute a feasible means of discipline or punishment by any teacher provided the following procedures and instructions are observed:

1. If detention is to be administered after the end of the school day, the student must have one day in which to advise his parents (or guardian) so that they shall be responsible for the transportation of the student home.
2. Detention shall not exceed one (1) hour after the official closing of the school day, but may be administered any number of days in succession. This shall be at the discretion of the administering teacher.
3. If a student, with his parents' or guardians' support, fails to meet the detention measures, the principal may, at his discretion, suspend said student from school. If the student, after being suspended, will not be subjected to detention, the procedure for handling grievances shall be initiated.
4. The principal of each school has the authority to organize detention hall at his/her discretion.

FIELD TRIPS AND EXCURSIONS

Field trips designed to stimulate student interest and to provide opportunities for social growth are considered appropriate extensions of the classroom.

To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of the class, and opportunities for students to summarize the experience at the conclusion of the trip. To this end, teachers and principals will be expected to consider the following factors in selecting field trips:

1. Value of the activity to the particular class group or groups.
2. Relationship of the field trip activity to a particular aspect of classroom instruction.
3. Suitability of the activity and distance traveled in terms of age level.
4. Mode and availability of transportation.
5. Cost.

The following guidelines shall be followed in planning and conducting field trips and excursions:

1. Any teacher desiring to take a group of students on an educational field trip must first obtain advance approval of the principal.
2. The trip must have a definite purpose and reflect careful planning. Students should be prepared by general class discussion and/or research.
3. If bus transportation is required, the principal or his designee shall make the necessary arrangements. A fee will be charged to the school for mileage and driver(s) when school buses are used.
4. Signed parental permission forms must be obtained for every student making an off-campus trip beyond the immediate vicinity of the school. The principal shall ensure that these forms are kept on file for the remainder of the school year. The form for parental permission must include: purpose, date, time of departure and return, travel plans, destination, number of chaperones, personal expense involved, and other facts necessary for parents to be fully informed. This information is to be completed by the school before the form is signed by the parent.
 - a. Overnight educational trips and chaperones must be approved by the principal and board in advance. These groups must be accompanied by at least one regular staff member and other from the school who are appropriate for adequate supervision and shall be responsible for student conduct while away. There must be at least one female and one male chaperone if the trip is for a mixed group.
5. Students shall not be penalized for participating in approved school-sponsored trips and activities. Teachers shall permit students to make up class assignments missed because of a trip or activity.
6. All accidents that occur on a school-sponsored trip must be reported by the teacher to the principal immediately upon returning to the school. Serious accidents involving personal injury must be reported promptly by the teacher or other members of the school staff by taking appropriate action, including sending the student to the hospital or summoning medical aid or ambulance.
 - a. In cases where it is necessary to send the student to the hospital, reasonable effort must be made to notify the parents.
7. Any school-sponsored trip not meeting the "educationally beneficial" criteria as defined in this section must have prior approval of the board.
8. Any school-sponsored trip which is both out-of-state and overnight must have prior approval by the board.

HOMEBOUND

The Homebound Instruction Program is for students who, because of health impairments, are unable to attend the regular instructional program. The program consists of three (3) hours of instruction per week provided by a certified and properly endorsed teacher.

To qualify for the Homebound Program, a student must have a health impairment of sufficient seriousness to anticipate that the student will be absent a minimum of ten (10) consecutive school days. The student must be certified by an appropriate health care provider as being health-impaired and unable to attend the regular instructional program. The principal, or his designee, will conduct the MTeam meeting and will develop an IEP for the student.

SEXUAL HARASSMENT OF STUDENTS

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

1. Unreasonably interferes with the student's work or educational opportunities.
2. Creates an intimidating, hostile or offensive learning environment.
3. Implies that submission to such conduct is made an explicit or implicit term of receiving grades or credit.
4. Implies that submission to or rejection of such conduct will be used as a basis for determining the student's grades and/or participation in a student activity.

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

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

GRADUATION/FINAL EXAM POLICY FOR SENIORS

No high school senior shall be allowed to participate in graduation exercises unless they have fulfilled all state requirements for a diploma as set forth in the State Minimum Rules and Regulations.

In order to finalize records, exams for seniors may be given up to five (5) days early as in accordance with the State Attendance Accounting Procedural Manual, p. 14.

Any exception to this policy must have prior approval from the Smith County Board of Education.

DRIVER'S LICENSE

Tennessee has mandated a provision in law for the past several years that requires documentation of enrollment status for any student fifteen (15) years or older, to be presented to the Department of Safety before a student can apply or be reinstated for a permit or license to operate a motor vehicle.

The 99th General Assembly went a step further not only to require proper enrollment status, but also to require students to make satisfactory academic progress before receiving or maintaining a driver's license. "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.

NONDISCRIMINATION POLICY

Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, and Section 504 of the Rehabilitation Act of 1973 require school districts to have officially adopted policy statements of nondiscrimination on the basis of sex, handicap, national origin, and race.

"It is the policy of the Smith County Board of Education 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. It is also the policy of this district that the curriculum materials utilized reflect the cultural and racial diversity present in the United States and the variety of careers, roles and life-styles open to women as well as men in our society. One of the objectives of the total curriculum and teaching strategies is to reduce stereotyping and to eliminate bias on the basis of sex, race, ethnicity, religion, and disability. The curriculum should foster respect and appreciation for the cultural diversity found in our country and an awareness of the rights, duties, and responsibilities of each individual as a member of a pluralistic society."

Inquiries regarding compliance may be directed to the Title VI, Title IX and Section 504 Coordinator (207 North Main Street B, Carthage, TN 37030 - 7359625).

TENNESSEE DEPARTMENT OF EDUCATION CONTACT INFORMATION

Answers to many questions and much helpful information may be obtained from the State Department of Education by calling 1-888-212-3162 or visiting <http://www.state.tn.us/education/speced/index.htm>.

Legal Services Division
Division of Special Education, Tennessee Department of Education
710 James Robertson Parkway
Andrew Johnson Tower, 5th Floor
Nashville, Tennessee 37243-0380
Phone: 615-741-2851
Fax: 615-253-5567 or 615-532-9412

West Tennessee Regional Resource Center
100 Berryhill Drive
Jackson, Tennessee 38301
Phone: 731-421-5074
Fax: 731-421-5077

East Tennessee Regional Resources Center
2763 Island Home Blvd.
Knoxville, Tennessee 37290
Phone: 865-594-5691
Fax: 865-594-8909

CHILD ADVOCACY GROUP CONTACT INFORMATION

In addition to the state and local resources available to parents and children, there are many agencies and organizations that offer support, information, training, and help in advocating for persons with disabilities in Tennessee.

A few of these organizations are listed below:

The ARC of Tennessee is on the Internet at <http://www.thearctn.org/>

44 Vantage Way, Suite 550 Nashville, TN 37228
Phone: 615-248-5878 • Toll Free: 1-800-835-7077
Fax: 615-248-5879 • Email: pcooper@thearctn.org

Support and Training for Exceptional Parents (STEP) is on the Internet at <http://www.tnstep.org/>
712 Professional Plaza
Greenville, TN 37745

West Tennessee:

(901) 756-4332
jenness.roth@tnstep.org

Middle Tennessee:

(615) 463-2310
information@tnstep.org

East Tennessee:

(423) 639-2464
karen.harrison@tnstep.org

Tennessee Protection and Advocacy (TP&A) is on the Internet at <http://www.tpai.nc.org/>

416 21st Avenue South
Nashville, Tennessee 37212
1-800-287-9636 (Toll free) or 615-298-1080 615-298-2471
(TTY): 615-298-2046 (fax)

Tennessee Voices for Children is on the Internet at <http://www.tnvoices.org/main.htm>

West Tennessee:
(Jackson Area)

Telephone: 731-660-6365
Fax: 731-660-6372

Middle Tennessee:

1315 8th Avenue South
Nashville, TN 37203
Telephone: 615-269-7751
Fax: 615-269-8914
TN Toll Free: 800-670-9882
E-mail: TVC@tnvoices.org

East Tennessee:
(Knoxville Area)

Telephone: 865-609-2490
Fax: 865-609-2543

These are but a few of the organizations available to help with information, training, and advocacy. For a more extensive list, visit the Tennessee Disability Services - Disability Pathfinder Database:

<http://mingus.kc.vanderbilt.edu/tidir/dbsearch.asp>

On the web page, select your "county" and the "service" you desire from the dropdown lists and click "Submit."

This information is provided as a service to individuals seeking additional avenues for help and information. The Department of Education does not intend this as an endorsement or recommendation for any individual, organization, or service represented on this page.