

**DYERSBURG HIGH SCHOOL STUDENT HANDBOOK
2019-20**

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DYERSBURG HIGH SCHOOL

School Motto – Excellence through Commitment

School Colors - Black and Gold

School Mascot – Trojans

The mission of Dyersburg City Schools is to provide a safe, positive environment where all children can reach their full potential.

DIRECTORY

DYERSBURG CITY SCHOOLS

Mr. Neel Durbin, Director of Schools

BOARD OF EDUCATION

See Web Site for this information.

ADMINISTRATION

Mrs. Kim Worley, Principal

Mr. Jake Nichols, Assistant Principal

Mrs. Joy Norman Assistant Principal

Mrs. Kamela Rogers, Curriculum Coordinator

SCHOOL RESOURCE OFFICE

Laquinta Ward

WEB ADDRESS

www.dyersburgcityschools.org/dhs

For school notifications, school closings, and other DCS information go to the Apple App Store or the Google Play Store and download the Dyersburg City Schools App.

Dyersburg High School Bell Schedule

REGULAR SCHOOL DAY	
1st Period	8:00-9:05
Break	9:05-9:15
2nd Period	9:15-10:15
3rd Period	10:20-11:20
4th Period	11:20-12:50
1st lunch	11:20-11:45
2nd lunch	11:52-12:17
3rd lunch	12:25-12:50
5th Period	12:55-1:55
6th Period	2:00-3:00

ADVISORY SCHEDULE (TUESDAYS)	
1st Period	8:00-9:00
Advisory	9:05-9:25
2nd Period	9:30-10:28
3rd Period	10:33-11:31
4th Period	11:31-12:54
1st lunch	11:31-11:56
2nd lunch	12:00-12:25
3rd lunch	12:29-12:54
5th Period	12:59-1:57
6th Period	2:02-3:00

Alma Mater

Dear old school where we have studied, we will all agree,
That we'll ne'er forget the training, given us by thee.

Dyersburg High, our Alma Mater, we'll remember thee,
And we pledge thee our devotion, our fidelity.

~Howard Essary

DHS CALENDAR

Aug. 1 - Freshmen Orientation
5:00-8:30 p.m.

Aug. 1- First Day of School
Grades 10-12
8-11 a.m.

Sept. 2 – Labor Day

Sept. 5 – Parent Teacher
Conference 3:30-7:00 p.m.

Sept 6 – Fair Day

Oct. 7-11 – Fall Break

Oct 16 - PSAT

Oct 31 - Exam Day DHS

Nov 1 - Exam Day DHS

Nov. 4 – No Classes – Teacher Inservice

Nov. 5 - First Day of Tri 2

Nov 7 - Report Cards go home

Nov 25-29 - Thanksgiving

Dec 7 – Miss DHS

Dec 20 - **Dismiss at 11 a.m.**

Dec 23 – Jan 3 - Winter Break

Jan 6 – **Class Resume**

Jan 20 - MLK, Jr. Day

Jan 27 – **Oscar Night – 7p.m**

Feb 13 - Exam Day DHS

Feb 14 - Exam Day DHS

Feb 17 - President’s Day

Feb 18 - First Day of Tri 3

Feb 20 -Report Cards go home

March 12 – ACT Day

March 16-20 – Spring Break

April 10 – Good Friday

Apr 16 - Honors Banquet

Apr 25 - Prom

May 7 – Awards Day

May 15 - Graduation

May 20 - Exam Day DHS

May 21 - Exam Day DHS

Grades can be checked at any time using Parent Vue. If you have any questions, contact 286-3630 ext. 1109.

I. ATTENDANCE

A. Compulsory School Attendance Law

A student must attend school until his/her eighteenth birthday unless:

- (1) he/she has graduated, or
- (2) he/she is enrolled in an approved course of instruction leading to the GED, or
- (3) he/she is enrolled in a home school.

B. Driver's License Restrictions - Attendance

1. The Department of Safety will deny a license or permit for the operation of a motor vehicle to any person under eighteen years of age
 - (1) who does not at the time of application for a driver's license present a diploma, or
 - (2) who is not enrolled and making satisfactory progress in a course leading to the GED certificate, or high school diploma (must be passing 3 out of 6 classes).
 - (3) who does not have satisfactory attendance in a secondary school in Tennessee or in some other state.
2. A student under eighteen years of age who applies for a driver's license must provide proof of satisfactory attendance (10 total unexcused absences in one year) from the East office at Dyersburg High School.
3. If a student is under age eighteen and has a driver's license, he/she must maintain satisfactory attendance. If a student misses ten consecutive unexcused days or a total of fifteen unexcused days in one trimester, the State Department of Safety will revoke the student's driver's license. All suspensions and expulsions are counted as unexcused days.

C. Entrance/Exit Requirements

Students enrolling in Dyersburg High School who did not register in the spring should be accompanied by a parent/guardian. The following pertinent information will need to be provided in order to complete the registration process:

1. Birth certificate
2. Social Security number (requested if available)
3. Medical records (vaccination record)
4. Transfer papers from the last school you attended
5. Report cards from last year
6. Any other information that school officials might need

D. Registration Fee

Each student will be required to pay \$10.00 (ten dollars) at the beginning of the school year. This includes t-shirt, student ID, technology maintenance and locker maintenance.

E. Immunization Requirements

For your protection, as well as the protection of other students, your school records must show that you have had vaccinations against diphtheria, whooping cough, tetanus, DPT (this is a series of shots), measles, rubella, polio, and mumps. You may be asked to show your immunization record to school officials if your school health records are incomplete. You may get a copy of your immunization record from the Health Department, your doctor, or from the place where you received your shots or vaccinations.

If you were born in a foreign country and are entering a U.S. school for the first time, you will need a certificate or doctor's statement saying you are free from infectious tuberculosis.

If you have been attending school out of the state of Tennessee, your immunization or vaccination records must be verified or proven to be complete. The Dyer County Health Department or a doctor can do this. They will check the records you bring to them and issue you a permanent or temporary immunization certificate.

If you have questions or problems with providing the above information, please see the school principal.

F. Transfer Requirements

If you are suspended or expelled from another school system, you cannot enroll at Dyersburg High School. No student who is under disciplinary action from another system shall be granted entrance into the Dyersburg City Schools without a conference with the superintendent or his designee.

After a student has enrolled in a non-city school, he/she will not be permitted to transfer during the school year to a city school, unless there is a change in residence of the student's parents or guardian. City residents who have enrolled in non-city schools will be eligible for admission to the city system only at the beginning of the school year.

G. Tuition Students

In-State

Tennessee residents who attend DHS but live outside Dyer County will be charged tuition of \$200.00 per year.

Out-of-State

The fee for out of state students will be based on the present levels of state funding provided Dyersburg City Schools by the state of Tennessee.

All tuition should be paid in full **OR** 50% paid at the beginning of school and remainder paid prior to the beginning of the second trimester (October 29th). Tuition fees are paid to the school office. Any parent, guardian or student that falsifies his/her residential address in order to avoid tuition payment shall not be permitted to enroll nor continue enrollment in the Dyersburg City Schools. If a student is paying tuition and withdraws, the unused part of the tuition fee will be refunded.

II. DHS ATTENDANCE PROCEDURES

A. Receiving Credit

Students with more than six (6) absences in a class will not receive credit unless they pass the final examination AND obtain a passing final average in the course.

Both excused (pre-approved included) and unexcused absences will count toward the 6 allowable days. Only school-related or school-mandated absences (ISS, Suspension, field trips, etc.) will be waived.

Students not receiving a credit due to absences may appeal their status to the principal if the student has had major medical issues. They may appeal in writing, with supporting documentation, to the principal within five school days of the last day of the trimester. The principal may then waive the pass the test requirement.

The student and parent/guardian will be notified when the student has missed more than the allowable number of days. The teacher will also submit to the counseling office a record of all students failing to meet the attendance requirement.

B. Rewarding Attendance/Exam Exemption

In an effort to recognize desired attendance, students with no absences (excused or unexcused) in a course for the 12-week period will be exempt from that course exam, if they have a "C" average or better. Students with fewer than 3 absences AND a 90 average or higher in the course, will also be exempt from the final exam. Exemption determination is the daily grade before rigor points.

Exam Exemption days are Unexcused Absences AND may carry over to the next trimester for exemption purposes UNLESS students provide proper documentation. Exam Exemption days may be used for job shadowing, community service activities, college visits, or work experience activities. Forms are provided and must have an adult signature.

Any student that has not been enrolled in a class for the entire trimester may be required to take the trimester exam.

EXAM Days are not come and go days. Students that are on campus, must be in their assigned class.

CHECKOUT GUIDELINES FOR EXAM DAYS:

The ability to check out of school after an exam is a privilege for students with good attendance and discipline records at DHS. Any student who meets or exceeds the following criteria in any ONE of the categories WILL NOT be allowed to check out of school on exam days.

Trimester	Discip. Ref.	Total Abs.	Tardies	Checkouts	Susp. Days	Fees List
T1	10+	5+	3+	5+	1+	Yes
T2	15+	10+	6+	10+	2+	Yes
T3	20+	15+	9+	15+	3+	Yes

Exempt students may choose to take the exam with the assurance that the exam will not reduce their letter grade but may improve it.

Absences for discipline WILL count in the total number of days missed for exemption purposes. **YOU MAY NOT APPEAL THE EXAM EXEMPTION POLICY.**

There are **NO exemptions** from any AP test, DUAL enrollment test, or other state mandated exams. All juniors must also take the required ACT in the spring.

AP/Dual Enrollment Students: Your classes may meet during the exam periods as a function of the extra work for the course. Do not assume that you will not have class during T1/T2 exams.

C. Attendance Procedure

1. **A student absent from school must bring a note signed by a parent/guardian upon his/her return to school.** Notes must include the student's full name, date(s) absent, date returning, periods missed, if not all day, and the reason for the absence. Tardies to class due to admit notes are not allowed. All notes must be turned in **before 8:00** in the **GYM ENTRANCE**. Admit slips must be turned in to your first hour teacher. Any student without an admit must be sent to the East Office immediately.
2. Each note will be evaluated for excused or unexcused determination. Notes should explain all days out of school. Unexplained days will be considered skipping and will be dealt with as disciplinary referrals. **Students without notes will be sent to ISS until parents can be contacted.** Students' notes will be kept on file in the attendance office.

D. Excessive Absences

1. The Principal shall have the authority to refer any student with five or more unexcused absences to the Attendance Supervisor. Teachers, staff, and parents may also reference the Dyersburg City Board of Education Attendance Policy 6.2. In cases where there has been a history of excessive absenteeism, the student may be referred to truancy court with less than 10 unexcused absences.
2. **To participate in the graduation ceremony, seniors must attend at least 90% of the days enrolled at DHS, earn at least 8 credits during the senior year, AND meet all graduation requirements.**
In grades 9, 10, and 11, students must earn at least 8 credits per year to be promoted to the next grade level.
3. **Students who are considered "Excessively Absent" will not be allowed any EXCUSED PARENT notes.**

Dyersburg City Schools defines a student who misses 15 days of the school calendar as Excessively Absent. Absences counted as being excessively absent include the following types of absences: excused, unexcused, out-of-school suspension and expulsion. All student's absences count toward being Excessively Absent, whether they are excused or unexcused. In-school suspension and school sponsored field trips are not considered being absent from school.

A child that becomes classified as Excessively Absent shall be required to have a doctor's excuse/note to receive an excused absence. The Excessively Absent classification and subsequent excuse procedure shall continue for the remainder of the current year and the next school year. However, parents/guardian shall send notes when students are absent for documentation purposes. Students shall be removed from the Excessively Absent list the following year they miss fewer than 15 days.

If a student transfers into Dyersburg City Schools, then a student's attendance record from the transferring school(s) or placement(s) will count toward being Excessively Absent for the current school year.

A parent may appeal the decision of their child being considered Excessively Absent due to extenuating circumstances, which may include, but is not limited to, extended hospitalization or military deployment of a parent. A written letter of appeal stating the reasons for absences shall be sent to the principal of the child's school. The principal shall evaluate the child's attendance record, render a decision, and respond in writing to the parent within 10 school days of the appeal. If the principal grants the appeal, then the child will be removed from the Excessively Absent list.

Individual schools may impose other penalties for students that are classified as Excessively Absent.

4. **Students who are checked out “excessively” for reasons that are NOT consistent with the identified reasons for Excused Absences – may be required to complete ISS or detentions to make up the time.**

E. Check-in/Check-out Procedure

1. Student entering the building after classes begin must SIGN IN at the East office and receive an admit slip.
2. Students departing the building must SIGN OUT IN THE EAST OFFICE AND SECURE PERMISSION FROM A PARENT/GUARDIAN TO DO SO. Students may be required to get a contact on the phone to confirm check-out notes. Only the contacts listed in the computer may give check-out permission.
3. All students who leave campus during the day (TCAT, Service Learning, Co-op, Work-Based Learning, Etc.). MUST check-in/check-out with the East office. Failure to do so will be dealt with as a disciplinary referral and may result in loss of privileges.

CHECK OUT:

Students will receive a checkout form that must be signed by a parent/guardian or doctor and brought back the next day to the **GYM ENTRANCE BEFORE 8:00** to receive excused or unexcused status.

CHECK IN:

When a student checks into school late, a note from a parent may be required. Failure to produce a note will result in an unexplained absence and will be dealt with as a disciplinary referral.

F. Excused/Unexcused Absences

1. Absences for doctor or dental appointments are determined to be **Excused** Absences.
2. Students will be allowed 5 **Excused** Absences per year with a parent note for reasons including but not limited to:
 - A. Student is sick
 - B. Death in the family
 - C. Family emergencies
 - D. Special recognized holidays regularly observed by persons of their faith
 - F. Court summons, not as a result of the student's misconduct

After 5 parent notes, all other parent notes will be **Unexcused**. Students will be allowed to make up work for all absences (excused or unexcused). **Failure to bring a NOTE for an absence will become a discipline issue.**

**** All absences count toward the number of days out of school regardless of the reason.**

G. Pre-Arranged Absences

When a parent/guardian finds it necessary to remove their child from school for good and valid reasons not cited above, they must advise the school in writing at least 24 hours in advance. The note should give the anticipated days of absence and the purpose. The note should be signed by the principal and presented to each teacher so that work can be arranged in advance of the absence. It is the student's responsibility to provide an admit note upon their return to school and to submit all make-up work in a timely manner. **NOTE:** Pre-arranged absences count toward the total number of absences and may not be approved if a student has excessive absenteeism.

College Days - Juniors and seniors are allowed two college visits per year. These must be pre-arranged 24 hours in advance by the principal and documentation from the college must be provided on return. Travel days are not included and will count as an absence.

H. Make-Up Work

1. Students will have the opportunity to make up missed work; however, it is the *student's responsibility to contact teachers and arrange for make-up work* in each class.
2. Student absences falling on the day of a test or on the day that an assignment is due shall be treated as follows:
 - a. Regular Assignments are those normally due the next day or within the next few days. A student shall have additional time, equal to the amount of time he/she was absent, to turn in these assignments. No regular work will be accepted after the last day of the trimester except due to severe illness or injury.
 - b. Advanced Assignments are those that are assigned at least (10) school days in advance. These will be due on the day and time designated, regardless of whether or not the student is present. These assignments may be brought to the school by the parents or delivered by other means. A student's grade may be reduced by a teacher if advanced assignments are not turned in on time.
 - c. Tests and Exam Absences. If a student misses a major test it shall be made up on the day that the student returns to school or if the student chooses, the student may have additional time equal to the time he/she was absent from school to make up the test. **Trimester exams missed will receive a zero.** Make-up Trimester exams will only be allowed for excused absences which include doctor's notes, death in the family, etc. Trimester make-up exams are NOT allowed for unexcused absences.
3. The above guidelines also apply to Pre-arranged Absences.

I. Truancy/Skipping

Any student who is absent from school without their parent's knowledge or permission will be considered truant and subject to disciplinary action. This includes students who leave school without signing out, fail to report to class, or fail to provide documentation of absences.

J. Absences and School Activities

1. Students participating in school-sponsored activities will not be counted absent; however, it is the student's responsibility to contact the teacher in order to make up any work missed.
2. Students who miss more than half the day of school are considered absent for that day. This makes them ineligible for any school-sponsored activity on that day. This applies to all activities, athletics included. Coaches or sponsors are responsible for enforcement of this policy. Appeals may be heard by the principal.
3. **Students with excessive absenteeism or on homebound may be denied entrance in extracurricular activities, such as school dances, plays, sporting events, etc**

K. Tardiness

A student is tardy to any scheduled class or activity if he/she is **NOT "INSIDE" THE ROOM WHEN THE BELL "BEGINS" TO RING**. All tardy students should be referred to an administrator. That student may or may not return to class that period, depending on determination by admin as to the number of tardies and any subsequent penalty administered to the student. This will be determined at the discretion of the admin on a student by student basis. Medical check-ins after class starts are NOT considered tardies. **Students attending less than ½ of class with an approved check-in are considered absent in the grade book for exam-exemption purposes. Transportation problems other than the school bus are not reasons for excused tardy.**

L. Arrival/Departure

Prior to 8am all students should enter the building through the new GYM entrance only. After 8am students should enter the building through the East Entrance. All parents must enter the Atrium to check students in or out, meet with any school personnel, or for any other student business. Early supervision will be provided at 7:15 a.m. Those students arriving prior to 8 a.m. should remain in the gym. Teachers who want students to

report to their room before 7:54 should give students a note the previous day to present to the morning staff. Students will be permitted to go to their classrooms at 7:54.

All students will be dismissed at 3:00 p.m. All students not involved with a school-related activity should be out of the building by 3:15 and picked up by 3:30 p.m. All students should be picked up on the East side of the campus (No waiting out front for a ride). Late supervision ends at 3:30 p.m. or on the arrival of a late bus. Students will not be permitted back into the building after this time unless with a coach or sponsor.

M. Field Trip Policy

Students will not be allowed to participate in school-sponsored ACTIVITIES INCLUDING ATHLETIC EVENTS DURING THE INSTRUCTIONAL DAY or field trips if they are failing any course or if the total absences exceed more than six per trimester.

III. ATHLETICS AND EXTRACURRICULAR ACTIVITIES

Dyersburg High School focuses on academics. However, to enrich those academics, DHS offers many athletic organizations as well as extracurricular activities to enhance the academic process. This list continues to grow each year, and we encourage all students to find some organization in which to participate. Supervision is only provided for school related activities for the duration of the event. Parents are encouraged to pick up their child at the conclusion of the event.

There will be a student athletic pass available to all DHS students during registration and the first month of school. This pass will cost \$40 and will gain the student admission to ALL REGULAR DHS HOME sporting events. It will NOT admit students to any jamboree or tournament games.

DHS students are expected to behave in a sportsmanlike fashion at all games. This includes dress and conduct. Students not dressed appropriately may be denied admission or removed from games. Students antagonizing opponents or officials may be asked to leave the game. All students are encouraged to positively cheer for your classmates in their athletic pursuits. **Suspended students and students assigned to the College Street Campus for disciplinary reasons are not permitted at DHS functions, home and away.** These students will be considered trespassing and dealt with appropriately.

ATHLETICS

<u>FOOTBALL</u>	COACH: Bart Stowe	<u>BASEBALL</u>	COACH: Zane Mathis
<u>BASKETBALL Boys'</u>	COACH: Blaine Mahaffey	<u>CROSS-COUNTRY</u>	COACH: Seela Newbill
<u>BASKETBALL Girls'</u>	COACH: Joel Ayers	<u>MEN'S SOCCER</u>	COACH: Greg Stapleton
<u>GOLF</u>	COACH: Kavin Carr	<u>VOLLEYBALL</u>	COACH: Kaci Lewis
<u>TENNIS</u>	COACH: Mark Schneider	<u>GIRLS' SOCCER</u>	COACH: Musa Manneh
<u>SOFTBALL</u>	COACH: Matthew Shearon	<u>CHEERLEADING</u>	COACH: Kim Yeiter
<u>BOYS' TRACK</u>	COACH: Elijah Taylor	<u>DANCE TEAM</u>	COACH: Cathy Bona
<u>GIRLS' TRACK</u>	COACH: Elijah Taylor		

EXTRACURRICULAR ACTIVITIES

Model UN	Mock Trial	FFA – Dyersburg FFA Chapter
Advanced Choir	Key Club	Health Occupational Services of America (HOSA)
Newspaper	STEM Club	Math Club
Yearbook	TSA – Technology Student Association	Concert Band
National Honor Society/Beta Club	Art Club	Marching Band
Student Council	Future Business Leaders of America (FBLA)	Jazz Band
Advocates Club	DECA (Distributive Education Clubs of America)	Drama Club
Pep Club	Fellowship of Christian Athletes (FCA)	Ducks Unlimited
Skills USA		Step Team
Youth in Action		

Inexpensive school insurance is made available to all students. We encourage students in classes, which provide hands-on or physical activity to purchase this insurance.

V. PARKING LOT REGULATIONS

Every student vehicle must have a valid parking permit, which can be purchased during the registration of school. Students must park in their assigned space. If your parking spot is occupied, report license number to the office

immediately. Students who park out of their assigned place, drive recklessly, or loiter in the parking lot, are subject to disciplinary action and parking tickets.

1. All students driving to school must purchase a parking sticker for \$5.00 and park in the assigned parking space.
2. Students must present their driver's license and proof of insurance when purchasing a permit.
3. The gates on Stadium Drive will be locked between 8:20 a.m. and 2:30 p.m.
4. Any student driving on campus without a permit may be disciplined by the administration. Vehicles without permits may be towed on the second offense at the owner's expense.
5. Once a student is on campus including the parking lot, they cannot leave without a check out slip.
6. All parking fines are \$5.00. **Examples:** Parking in wrong parking space, parking in grass, **failure to display parking permit**, etc.
7. Students are not allowed to loiter in or at vehicles before or after school on the parking lot.

VI. CAFETERIA - Supervisor, Ms. Cindy Sawyers

Certain students are eligible for free or reduced meals. Applications are available in the office and during registration. Students applying for this assistance should return the requested information to the school office so that eligibility may be determined. Each student must enter their student ID number or scan their ID card when he/she comes through the line and state their name to the cashier.

Student lunch cost \$2.75.

Breakfast meals cost \$1.60.

Reduced priced lunches are \$.40.

Reduced priced breakfasts are \$.30

Extra milk may be purchased for \$.50.

Dyersburg City Schools School Nutrition Program offers a secure online payment system,

www.k12paymentcenter.com. Parents can make online payments with a bank account, debit or credit card.

Parents can also schedule automatic payments and payment reminders, set up low balance and past due alerts, and track cafeteria purchases.

Lunch Charge Policy

Charges may be permitted up to a total of \$5.00. Once a student accumulates a charge of \$5, they must get approval note from a principal. Students may charge only a plate lunch; no a la carte items. Bills will be sent home with the student. If charges are not paid, the report card will be held. Students are not allowed to participate in special events until all charges are paid. For charges not paid by the end of the year, the final report card will be held.

VII. VISITORS TO CAMPUS

ALL visitors are required to report to the Atrium and obtain a visitor's pass when entering the building.

VIII. P3Campus

P3campus
DYERSBURG HIGH SCHOOL
Protect | Prevent | Participate

The Problem
Students know things that we don't. This information can prevent tragedy - from a personal level to a community level.

The Solution
Students will have an ACHIEVE360 app to guide to them what they know with people that can prevent the preventable.

81%
of students know things that we don't.

CHUCK STATE
The state's largest law enforcement agency is now on your phone.

P3Campus.com
Available on the App Store and Google play.

Cash for Tips that Lead to Arrests

IX. DISRUPTIVE DEVICES

Disruptive devices are not permitted to be visible during instructional time (Bell to Bell). Filming and picture taking without permission are not allowed at any time on DHS campus. If a student violates this policy, the device will be confiscated and a discipline penalty will be issued. Filming and picture taking are violations of state privacy laws and school policy. Charging phones or devices is not allowed on campus at any time. School Board Policy directs consequences on electronic devices.

1st offense	device confiscated, parents must pick up device
2nd offense	device held for remainder of school year or parent may pay \$20 to pick up device
3rd offense	device held for remainder of school year or parent may pay \$40 to pick up device
4th+ offense	same as 3rd offense but student will receive disciplinary action

****** All devices must be picked up at the end of the school day.**

Videeing Fights: The act of videoing a fight will NOT be tolerated. A student who even “appears” to be videoing a fight will have his/her phone confiscated and searched by an administrator for the purpose of deleting the video. Note: the absence of a video at the time of the search does NOT prohibit disciplinary action. This student will be charged with a **4th technology offense** (above). If administration receives evidence that a fight video has been **posted on social media OR even forwarded to another individual**, the responsible student will face the above penalty and possibly other disciplinary action to **include suspension from school**.

X. CHEATING

Copying, plagiarizing, or otherwise cheating on class work (projects, papers, etc.) or tests, including exams will not be tolerated. Consequences **will include** a zero on the assignment or test. The administration reserves the right to enforce further disciplinary action.

XI. MISCELLANEOUS

A. Miscellaneous for students and school.

- * Students are not allowed to sell items at school except as approved by the Principal.
- * Students that are on the fees list that owe \$5 or more will lose certain school privileges until paid. These privileges could be use of library, participation in sports, entrance in dances, plays, or assemblies, etc.
- * NO doors should be propped open at any time.
- * No Flyers may be placed on any walls. All advertisement must be placed in the glass cases in the stairwells and must be approved by administration. For approval, place item in main office mailbox.
- * In a continuing effort to keep our school safe, DHS has implemented the P3Campus reporting technology.
- * To report unsafe driving of a Dyer County School Bus, please contact Allen Cook, Director of Transportation, at 731-285-5852 or acook@dyercs.net. Please have the following information for the report: bus number, location of the incident, time of the incident, name and contact number of the person making the report.

B. Visitor Procedures

Safety is a high priority for the schools of the Dyersburg City School System. The schools take necessary measures to protect students from harm, including contact with unsafe visitors. At the same time, because family involvement is extremely important for a student's success, schools have an open-door policy for parents and guardians during special awards and activities.

The compromise is to have a process that allows families to easily visit the campus while safeguarding against people who should not be on school property. Most schools have a visitor policy in place. Dyersburg City Schools is in the process of up-dating safety measures at each school by using the following procedures:

If you wish to check your child out of school, you will need to come to the East Office or Atrium and provide a driver license (or other government-issued ID – or ID card provided at a driver's license office). The school will not allow a child to be checked out by anyone not on that child's contact list. Any parent that would like to update their child's contact list can call the East Office at 286-3630 Ext. **1102**.

ID Scan for Visitors to Campus in the Atrium

If you are visiting a principal, guidance personnel, or teacher, you will also be required to show a driver license or appropriate photo ID to be scanned by Atrium personnel. A badge will be given to a visitor that will show that person has gone through the office and has received clearance.

C. Visiting or Leaving Items for Your Child in the East Office

Except for emergency situations, we discourage removing a child from class. Feel free to leave money or other items for your child in the Atrium and your child will be called down between classes to pick them up. Parents or family members WILL NOT be allowed to leave FAST FOOD items for their students.

Security

The primary use of security cameras is to accomplish two important goals in the Dyersburg City School System:

- * Enhance the safety of students and staff;
- * Protect school property against theft or vandalism.

D. Hallway Behavior

- * Walk on the right hand side of the hallway and stairways. Keep moving and do not linger in classroom doorways. Keep noise down and speak using inside voices.
- * Students wearing ear buds should have music at a volume where they are alert and responsive to surroundings.
- * NO PDA (Public Display of Affection). No hugging, kissing, or inappropriate touching.
- * No OPENED Food and drink should ever be taken out of the commons, either before school or after lunch.

E. Helping Students Succeed

DHS provides academic tutoring and testing opportunities each morning, Monday - Friday at 7:00 am, and on Monday, Tuesday, and Thursday afternoons until 4:15 pm. Discipline procedures during this time follow that of the regular school day.

XII. DRESS CODE

Students shall dress in a clean, neat and modest manner so as not to distract or interfere with the operation of the school. Dyersburg City School system's schools must be environments in which work can be accomplished by adults and students. Staff will dress professionally and students' dress will fall within the following guidelines in order to create an orderly setting in which teaching and learning can occur without distraction and to help young people prepare for the world of work.

The school administrator will make the final decision about whether an article or style of dress falls outside these guidelines. **Teachers and school administrators will be held accountable for the enforcement of these guidelines.** These guidelines will be applied consistently to all students. All requirements except for the one for skirts apply equally to boys and girls.

1. FOOTWEAR: Shoes must be worn. No flip-flops, house shoes or shoe-skates.

2. SOCKS: Socks are not required.

3. PANTS:

Pants must fit at the waist and inseam. No sagging. Males must wear a black or brown belt that remains visible at all times. Pants should be one solid color (black, khaki, or **gray**) with no wording other than factory logo. No denim. **Pants cannot be gathered at the bottom (No elastic in waist or legs) or have rips or tears.** Pants should have no lace, beads, or other embellishments. **Females should have belt loops and/or pockets.** Males' pants should have belt loops and pockets.

4. DRESSES/SHORTS/SKIRTS/CAPRIS/GAUCHOS: Must not be above knee when standing. Must be black, khaki, or **gray**. (No gym-type shorts) Dresses must have collars that follow the same rule as shirts.

5. SHIRTS: Should be one color (black, white, gold, **gray**), collared (polo, button-up dress shirt), with appropriate buttons to the top of the garment. Only top button can be unbuttoned. Long or short sleeve are acceptable, and should not have displays other than a school approved emblem or small brand logo. No wording. **No see through blouses may be worn.** Males should have shirttails tucked in and belt line visible. Females can wear shirttails out, but they must extend to at least mid-pocket on the pants but not below the bottom of the pocket. There should be no gaps between shirt and pants when sitting.

6. FOUNDATION GARMENTS:

Single color (black, white, gold, gray) undershirts, turtleneck or mock turtleneck may be worn as undergarments. Foundation garments must be worn tucked in and under an acceptable shirt.

7. HEADWEAR: **Headwear is not permitted in school.** Only prescription glasses are permitted. No sunglasses.

8. COATS/JACKETS: Plain black, gold, white or gray sweatshirts or School sweatshirts (pull over or zip up) may be worn over an approved collared shirt. **(NO HOODIES)** Jackets and headwear worn in winter must be removed upon arrival. Jackets worn in school must be solid black, gold, white, or gray with **NO HOODS**..

9. EARRINGS/PIERCINGS: Earrings or other piercings are not permitted with the following exception: a student may wear up to two pairs of earrings (in ear) or a small nose stud that are not distracting or present safety issues.

10. JEWELRY: Jewelry must not be distracting, a safety issue or contain gang paraphernalia.

11. Students will not be allowed to bring BLANKETS to school.

SPECIAL DAYS: These are days set aside by the school administration to allow variation in the dress code, such as spirit day or picture day. Dates will be announced and all clothing must be appropriate as defined by the principal on those days.

NOTES:

Students who transfer into DCS during the year and cannot adhere to dress code immediately may submit a request to school principal upon admission to school for assistance.

Parents who do not wish for their children to wear standardized dress because of religious beliefs or medical reasons must submit their reasons in writing to the school principal.

XIII. STUDENT CONDUCT/DISCIPLINE

Dyersburg High School is a place to obtain an education. In order for this to happen, everyone has to shoulder his/her responsibilities in the total school program. Students should model appropriate behavior in classrooms and hallways and should be representatives of Dyersburg High School **at school events at home or away.**

A. Offenses

The following offenses are to be considered inappropriate for a student at Dyersburg High School and will not be tolerated:

- ◆ Insubordination toward teachers or administration (not doing what you are told)
- ◆ Disruptive behavior in the classroom
- ◆ Disrespectfulness to teachers or administrators
- ◆ Being out of assigned area
- ◆ Arguing or fighting on campus
- ◆ Taking money or property from the school or another student
- ◆ Use or possession of tobacco, alcohol, illegal drugs, fireworks, firearms, knives, or other unlawful arms on school property or at any school event
- ◆ Gambling on school property
- ◆ Using profane, vulgar or indecent language
- ◆ Vandalism to personal or school property
- ◆ Possession and/or use as a weapon of any chemical agent spray

B. Bullying/Hazing/Harassment

An act that substantially interferes with a student's educational benefits, opportunities, or performance, and the act has the effect of:

- * Physically harming a student or damaging a student's property;
- * Knowingly placing a student or students in reasonable fear of physical harm to the student or damage to the student's property;
- * Causing emotional distress to a student or students; or
- * Creating a hostile educational environment

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (race, nationality, origin, color, gender, age, disability, religion) that is severe, pervasive, or persistent and creates a hostile environment. Bullying is a repetitive act.

C. Fighting

Fighting will not be tolerated at Dyersburg High School. Violations are cumulative while a student is at DHS, and penalties will be determined by the severity of the incident. Penalties may include but are not limited to suspension up to 10 days and referral to the Discipline Hearing Authority.

Alerting Administration: Students should inform administration of a potential student conflict or fight. Students are then expected to make every effort to avoid ALL contact and communication with student(s) he/she is in conflict with. Simply informing administration and then continuing to pursue the conflict will NOT excuse one from disciplinary action in the event a fight occurs.

Criminal Charges: Administration will pursue criminal charges in ALL fighting and assault cases. The SRO officer will decide the charges that are applicable in each situation (i.e. Unruly Behavior, Disorderly Conduct, Simple Assault, Aggravated Assault, etc.)

Expectations for Bystanders: In fight situations, any students instigating, gathering to watch, interfering with staff, videoing, etc. will be subject to disciplinary action. Actions that students ARE expected to take in fight situations include: disperse quickly, leave the scene immediately, go to class, inform staff, etc.

Videoing Fights: The act of videoing a fight will NOT be tolerated. A student who even “appears” to be videoing a fight will have his/her phone confiscated and searched by an administrator for the purpose of deleting the video. Note: the absence of a video at the time of the search does NOT prohibit disciplinary action. This student will be charged with a **4th technology offense** (pg11). If administration receives evidence that a fight video has been **posted on social media OR even forwarded to another individual**, the responsible student will face the above penalty and possibly other disciplinary action to **include suspension from school**.

Social Media: Students making comments on social media that encourage or lead to conflicts or fights at school will face disciplinary action.

D. Gang Activity

Any form of gang activity will not be tolerated at Dyersburg High School. This may result in suspension and/or referral to the Discipline Hearing Committee. 1. Prohibited activities include but are not limited to signs, clothing, “colors”, graffiti, vandalism, and writings while on school property or at school sponsored/sanctioned activities. 2. Any activity that encourages or promotes participation in a gang or facilitates illegal acts of a gang. 3. Any gang related conduct that is disruptive to the educational process or endangers persons or property.

E. 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 school vehicles and/or buses or off the school grounds at a school-sponsored activity, function or event.

Dangerous weapons for the purposes of this policy shall include, but are not limited to ... any firearm, explosive, explosive weapon, bowie knife, hawk-bill knife, ice pick, dagger, slingshot, switchblade knife, blackjack, knuckles... Chemical agent sprays are also considered weapons and are strictly prohibited.

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.

F. Replica Weapon Policy

Any replicas of weapons are strictly prohibited in Dyersburg City Schools' buildings or on school grounds at any time, or in school vehicles and/or buses or off the school grounds at a school – sponsored activity, function, or event. The replica weapon is anything that can be used, designed to be used, or intended for the purpose of threatening or intimidating another person or persons includes, but is not limited to BB gun, pellet gun, air-soft gun, knives or tasers. *Possession of any of these items will result in appropriate disciplinary measures.*

G. Off Campus Behavior

Certain off-campus behavior may cause a student to be subject to punishment by school officials, up to but not limited to suspension from school and/or participation in school activities.

Such behaviors include, but are not limited to the following:

1. Drug transmittal
2. Violence or threatened violence in person or via electronic means (text, social networks, etc.) against another student or DHS staff
3. Vulgar, obscene, or threatening language, in person or via electronic means (text, social networks, etc.) directed toward DHS staff
4. Vandalism to the personal property of DHS staff
5. Gang related activity which could carry over onto the DHS campus
6. Criminal charges resulting from the students behavior in the community

Students who are charged with a felony offense may appear before the School System Discipline Board.

XIV. Disciplinary Procedures

A. Detention

Detention meets from 3:05 to 4:00 or 7:20 to 7:54 or during their lunch shift on day designated by the principal. These classes are under direct supervision of a DHS instructor and meet in the ISS room. Students are required to be on time, stay for the entire time, and work on school related assignments. Students can be picked up at the East Entrance. All rules for regular school will be enforced during the detention.

Failure to attend or complete an assigned Detention will result in further disciplinary action.

B. In-School-Suspension

The ISS program is a disciplinary alternative that allows a student to remain in school. The purpose of ISS is to motivate the student to complete all class assignments and act in an acceptable manner.

The objectives of the ISS program are as follows:

1. To help the student learn to manage his own behavior--one that would be acceptable in the "normal" educational setting.
2. To continue to educate the student who would otherwise miss that educational opportunity while suspended from school. Credit will be given for satisfactory work done while in ISS.
3. To encourage the student to complete his/her education.
4. Any student that is removed from ISS due to behavior will be suspended from school.

C. Out of School Suspension

Some instances may require an administrator to suspend a student from school. The length of time will be dependent on the incident.

Suspended students are not to be on campus from the hour/day the suspension begins until the day the student is allowed to return to school. Therefore, they must not attend any dance, game or other activities, weekday or weekend, during the term of the suspension.

D. Due Process

Due process guarantees fair treatment of students by school officials. In case of suspension, parents will be notified in writing of the charge, the evidence, and the penalty. Students will be granted an opportunity to refute the charges and/or explain their version of the incident.

E. Interrogations by School Personnel

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

If a student is suspected or accused of any such matter committed in a school during school hours or on school property at any time, the principal may interrogate the student, without the presence of parent(s) and without giving the student constitutional warnings.

If a student is a suspect or is accused of a crime not involving the operation of a school or if interrogation of a particular student is police instigated, a parent shall be notified, and constitutional warnings shall first be given to the student before interrogation begins.

F. Interrogations by Police

If the principal has requested assistance by the police department to investigate a crime involving his school, the police shall have permission to interrogate a student suspect in school during school hours. The principal shall first attempt to notify the parent(s) of the student of the intended interrogation, but the interrogation may proceed if the parent is unavailable or unwilling to attend. The principal or his designee shall be present during the interrogation.

If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated crimes committed outside of school hours, the police department shall first contact the principal regarding the planned interrogation; inform him of the probable cause to investigate within the school. The police shall not commence interrogation until the approval of the principal is obtained and a parent or guardian of the student has been notified. The principal or his designee may be present during the interrogation.

G. Searches by School Personnel

Any principal, or his designee, having reasonable cause for a search may search any student, place or thing on school property (locker, vehicles, etc.) or in the actual or constructive possession of any student during any organized school activity off campus, including buses, if he receives information which would cause a reasonable person to believe that the search will lead to the discovery of:

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

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

A principal or his designee, or both such person, may search any vehicle parked or otherwise located on school property if there is probable cause to believe that the vehicle contains a dangerous weapon or drug or contains evidence of a violation of school rules or regulations which endangers or has endangered the health or safety of any member of the student body. In regard to stolen personal property, Dyersburg High School personnel reserve the right not to engage in a search for stolen items.

H. Searches by Police

If public health or safety is involved, upon request of the principal who shall be present, police officers may make a search of student's lockers and desks, or student's or non-student's automobiles for drugs, weapons, or items of an illegal or prohibited nature. Whenever the possibility of uncovering evidence of a criminal nature exists, the principal or his designee, may request the assistance of a law enforcement officer to:

1. Search any area of the school premises, any student or any motor vehicle on the school premises; or
2. Identify or dispose of anything found in the course of a search conducted in accordance with this policy.

Police officers/SRO's have the authority to search any person upon having probable cause to conduct the search. Also, upon arresting an individual the officer has the authority to search incident to arrest.

XV. ALCOHOL/DRUG POLICY

Dyersburg City Schools are committed to preventing alcohol and drug problems with a five-step program:

1. A method for providing a comprehensive alcohol and drug education curriculum in each grade level
2. Provision of alcohol and drug education to parents
3. A clear set of policies and procedures for identifying youth with problems and providing a supportive environment for immediate intervention and assistance.

4. Punishment for alcohol/drug related offenses, which includes suspension and/or expulsion.
5. Random drug testing for those students involved in TSSAA activities or those receiving a parking permit.

Students for drug violations may be required to submit evidence of satisfactory results of a drug screening examination as a condition for readmittance; furthermore, those students may be required to undergo periodic, unannounced drug screenings as a condition of continued enrollment.

A. Possession

No student shall use, possess, give, exchange, market, transfer or be under the influence of any narcotic drug, amphetamine, barbiturate, hallucinogenic drug, marijuana, alcoholic beverage, or intoxicant of any kind:

1. On school grounds **AT ANY TIME.**
2. Off the school grounds at a school activity, function, or event.
3. On school buses or school property.

Any student who violates this policy shall be suspended from school and will appear before the school system Discipline Hearing Committee.

B. Transmittal

Any student who possesses, sells, or transmits on school grounds, school property, or at a school function any narcotic drug, amphetamine, barbiturate, fake drug, hallucinogenic drug, marijuana, alcoholic beverage, or intoxicant of any kind shall be reported to the proper law enforcement authorities. **No student should be in possession of any type of drug paraphernalia.** Such student shall be suspended to the Discipline Hearing Board.

Any student who is charged by an appropriate law enforcement agency with selling or transmitting any narcotic drug, amphetamine, barbiturate, hallucinogenic drug, or marijuana whether on campus or off campus shall be suspended pending a hearing by the Disciplinary Hearing Committee.

The student shall be subject to expulsion from the Dyersburg City Schools pending action by the Board of Education. Drug/alcohol violations shall be cumulative while the student is enrolled in any one school. Violations will be carried over from year to year.

C. 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 superintendent 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 drug or a dangerous weapon on school bus, school property, or during any school event or activity.
2. Any student who, while on a school bus, on school property or while attending any school event or activity:
 - a. unlawfully possesses a drug(s) or dangerous weapon(s) or
 - b. commits battery on a teacher or other employee of the school
3. A student who transmits by an electronic device a credible threat to cause bodily injury or death to another student or school employee and it creates actual disruptive activity at the school. This law also requires students, employees, and volunteers to report to school officials any knowledge of such threats.

D. Tobacco Use Policy

Students enrolled in Dyersburg City Schools shall not possess, distribute, sell, smoke, use or consume tobacco or tobacco products at any time either while on school premises, or any school provided vehicle, or while participating in any school sponsored activity regardless of location.

This policy is applicable to all forms of tobacco and may, with repeated problems, become applicable to paraphernalia for the use of tobacco. Tobacco violations shall be cumulative while the student is enrolled in any

one school. Violations will be carried over from year to year. Since possession of tobacco is unlawful for students by Tennessee law, a citation will be issued and school discipline action will be taken.

E. E-Cigarettes/Vapors or other related products.

Students enrolled in Dyersburg City Schools shall not possess or use e-cigarettes, vapors, or related products at any time while on school premises or any school sponsored activity regardless of location. This will result in a school disciplinary action and a citation will be issued.

F. Nonprescription Medication

Secondary students may possess and use over the counter pain relief medication in a manner consistent with the labeling, if the school district has received written authorization from the student(s) parent or guardian permitting the student to self-administer the medication each school year. The school district may revoke a student(s) privilege to possess and use nonprescription pain relievers if the school district determines that the student is abusing the privilege. The provision does **NOT** apply to the possession or use of any drug or products containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients.

XVI. STUDENT SERVICES

Dyersburg High School students are served by three full-time professional school counselors. This team is an integral and vital component in the development of the academic and personal goals of all students. They plan, implement and evaluate a counseling program that includes academic, career, personal and social development for all students. They work with parents, teachers and staff to advocate for high academic achievement and appropriate social development for each student.

Additionally, the Counseling Team strives to work with students, parents and other staff to facilitate transitions throughout the high school years. Counselors encourage students to be independent, to effectively communicate their needs, and make decisions that will prepare them to be productive citizens.

2018-2019 Dyersburg High School Student Services Team

Hillary Jackson, Professional School Counselor

- Director of Student Service
- Supervision of all operations of the Student Services Office
- Crisis Intervention
- Liaison with College Street Campus
- Freshman and Sophomore Advisor

Teresa Maxwell, Professional School Counselor

- Liaison for all students attending TCAT, DSCC, & UTM
- Dual Enrollment
- Junior advisor
- Responsible for scheduling

Anna Claire Bradshaw, Professional School Counselor

- Senior Advisor
- Contact person for scholarships, Tennessee Promise, and college admissions
- Coordinates College and Awards Day

JaNeise Jensen, Records Clerk

- Responsible for all registration
- Responsible for all records
- Report Cards and grades
- Transcript requests

The DHS Student Services team also utilizes the resources of Lisa Escue, Truancy Prevention Specialist.

It is important for students to know their school counselor because counselors are advocates for students. Parents are also encouraged to schedule appointments to meet with their child's counselor. Email is another valuable tool for communication. The email addresses for the Student Services team members are listed below:

Anna Claire Bradshaw, abradshaw@dyersburgcityschools.org; 286-3630 ext 1112

Hillary Jackson, hjackson@dyersburgcityschools.org ; 286-3630 ext 1111

JaNeise Jensen, jjensen@dyersburgcityschools.org ; 286-3630 ext 1109

Teresa Maxwell, tmaxwell@dyersburgcityschools.org; 286-3630 ext 1110

XVII. TRIMESTERS

A. Grade Reporting

12 Weeks Report Cards

These will be given out at the end of Each Trimester

B. Rigor Points

All Honors Courses: additional 3 points to Daily Grade and Exam Grade each trimester

All Dual Enrollment, State Dual Credit, and Industry Certification Courses: additional 4 points to Daily Grade and Exam Grade each trimester

All Advanced Placement Courses: additional 5 points to Daily Grade and Exam Grade each trimester

C. Organizational Format

School Year	180 days, 36 weeks
Trimester	60 day grading cycles
School Day	6 Periods, 60 minutes
Student Day/Credits	32 Credits possible in 4 years 6 classes per day, 18 classes per year 3 credits per tri, 9 credits per year
Teacher Day	5 classes per day 15 classes per year

XVIII. GRADING POLICY

The grading scale is as follows:

A = 93-100

B = 85- 92

C = 75- 84

D = 70- 74

F = Below 70

To convert to 4.0 scale (QPA)

A = 4.0

B = 3.0

C = 2.0

D = 1.0

F = 0.0

TRIMESTER GRADE

To determine the grade for the trimester, the final comprehensive exam will count as **twenty-five percent** of the student's grade. **EXAMS WILL NOT BE GIVEN EARLY.** They may be made up however if there is an excused absence. In courses with end-of-course exams, the EOC/TN Ready will count as the final exam and will be twenty-five percent of the final grade. Although EOC exams may be given at an earlier date, teachers will have exams for students on exam day.

XIX. COURSE REGISTRATION/WITHDRAWAL POLICY

Students register for courses for the next year in the spring and are scheduled by computer. The computer automatically rejects students requesting the classes that are filled. Students are guaranteed placement in required courses for graduation. Students are given the opportunity to request alternative selections. Every attempt is made to schedule students by their requests. **WE DO NOT GUARANTEE ELECTIVE REQUESTS.** Students are not allowed to change their schedules, unless special circumstances exist with parent permission.

Students may drop or add courses for the following reasons: to correct deficiencies, to adjust for work study hours, to correct an error in placement, to correct obvious errors in scheduling, to assure credits for graduation, and teacher recommendation. Please see your counselor to discuss a change. Such students have three school days **to request** a change with counseling office.

XX. ACADEMIC AWARDS

Honor Roll

All Students are required to obtain a 3.6 GPA **AND**

Freshmen: achieve 0 college readiness benchmark

Sophomores: achieve 1 college readiness benchmark

Juniors: achieve 2 college readiness benchmarks

Seniors: achieve 3 college readiness benchmarks

Golden Honor Roll:

All Students are required to obtain a 4.0 GPA **AND**

Freshmen: achieve 1 college readiness benchmark

Sophomores: achieve 2 college readiness benchmarks

Juniors: achieve 3 college readiness benchmarks

Seniors: achieve 4 college readiness benchmarks

Honor's Banquet Attendees

At the end of the second trimester, any student with a yearly GPA of 3.6 or higher **AND** achieved the college readiness benchmark for their grade level will be eligible to attend the honors banquet. It is not a requirement to have been on each of the first two honor rolls to attend the banquet.

Elective credit is given for Service Learning, Work-Based Learning, and Peer Tutor and grades are assigned as Pass/Fail. Grades in these classes are NOT used in the calculation for honor roll status, and credits in these courses may NOT be used as an Elective focus.

SPECIAL ACADEMIC AWARDS

Class ranking and awarding the valedictorian will be performed using the Trojan Scholars program. The student accumulating the most points using the Trojan Scholar formula will be the valedictorian. All other students scoring above or beyond 1777 points and achieving all 4 college readiness benchmarks will be considered salutatorians. These students have achieved the highest academic recognition at their school and as such are tops in their class. The highest point total will be asked to speak at graduation on behalf of the graduating class.

Trojan Scholars are students that achieve 1777 or more points (89% of the maximum) in the following calculation.

The maximum number of points attainable is 2000, 1000 from each factor in the formula.

$$(ACT \times 27.7777) + (GPA \times 250) = \text{Trojan Scholar Points}$$

A student's highest reported ACT composite score will be used for this calculation. DHS will not superscore results from various tests. The following table is used to determine eligibility. An ACT score of 28 is the minimum that will qualify a student for this program.

ACT	GPA	POINTS
36	3.1081	1777.0222
35	3.2192	1777.0195
34	3.3303	1777.0168
33	3.4414	1777.0141
32	3.5525	1777.0114
31	3.6636	1777.0087
30	3.7747	1777.006
29	3.8858	1777.0033
28	3.9969	1777.0006

GRADUATION HONOR CORDS

- Summa Cum Laude - Gold Graduation Cord: Students must maintain a 4.0 or better cumulative grade point average.
- Magna Cum Laude - Silver Graduation Cord: Students must maintain a 3.75 – 3.99 cumulative grade point average.
- Cum Laude - Bronze Graduation Cord: Students must maintain a 3.5 – 3.74 cumulative grade point average.

Please note, a student's grade point at the end of second trimester is used to determine what honor cord a student receives.

Special Recognitions for Dyersburg High School Graduation

Students may graduate with honors or distinction by meeting the criteria established by the State of Tennessee.

Honors: Students who score at or above all of the subject readiness benchmarks on the ACT or equivalent score on the SAT will graduate with honors.

English 18 Math 22 Reading 22 Science 23

Distinction: Students will be recognized as graduating with “distinction” by attaining a **B** or better average and completing at least one of the following:

1. Earn a national and/or state recognized industry certification
2. Participate in at least one of the Governor's Schools
3. Participate in one of the state's All State musical organizations
4. Earn statewide recognition or award at a skill or knowledge-based state tournament, convention, or competition hosted by a statewide student organization, and/or qualify for national recognition by a national student organization;
5. Be selected as a National Merit Finalist or Semi-Finalist
6. Attain a score of 31 or higher composite score on the ACT or SAT equivalent
7. Attain a score of 3 or higher on at least two Advanced Placement exams
8. Successfully complete the International Baccalaureate Diploma Program
9. Earn 12 or more semester hours of postsecondary credit

XXI. GRADUATION REQUIREMENTS

Dyersburg City School Board Graduation Requirements

Depending on the year of graduation, a student must earn the following number of credits.

Class of 2020 – 32 credits

Class of 2021 – 32 credits

Class of 2022 – 32 credits

Class of 2023 -- 32 credits

Math – 4 credits (Algebra 1, Geometry, Algebra II, and a higher level)

Science – 3 credits (Biology, Chemistry or Physics, and another lab science)

English – 4 credits

Social Studies – 3 credits (Geography or World History, US History, Economics, Government)

Physical Education and Wellness – 1.5 credits

Personal Finance – 0.5 credits

Foreign Language – 2 credits

Fine Arts – 1 credit

(The Foreign Language and Fine Arts credit may be waived for students not going to a University to expand and enhance the elective focus. Parent and student signatures are required.)

Elective Focus – 3 credits (Math and Science, Career and Technical, Fine Arts, Humanities, or Advanced Placement)

District Requirement - 3 electives

Take Civics Test and have an ACT score on file

To participate in the graduation ceremony, seniors must attend at least 90% of the days enrolled at DHS, earn at least 8 credits during the senior year, AND meet all graduation requirements.

Seniors within 2 credits of graduation will be allowed to “participate” in the graduation ceremony but WILL NOT BE RECOGNIZED INDIVIDUALLY AND WILL NOT MARCH ACROSS THE STAGE.

XXII. TENNESSEE SCHOLARS PROGRAM

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. Tennessee Scholars is based on the data that indicates that a higher percentage of students who complete a more rigorous course of study in high school are more successful in college and the workforce. These students will receive medallions and special recognition at graduation.

Tennessee Scholars Course of Study

4 English courses

4 Mathematics (Algebra I, Algebra II, Geometry and one higher level math; Bridge Math does not count)

3 Sciences (Biology I, Chemistry, and one other lab science; Physics strongly preferred)

3 Social Studies (Government/Geography/Economics)

1.5 Wellness

1 Fine Art

2 Foreign Languages in same language

2 Technical Courses or 2 additional AP courses

½ Personal Finance

also

80 hours of Community Service

Overall "C" average

95% Attendance or miss no more than 36 days in 4 years

No Out-of-School Suspension

Must pass all end-of-course exams

XXIII. A. WORK ETHIC CERTIFICATE STANDARDS

1. Attendance Standard

(1 pt.) Student has no more than 5 absences from school during the senior year. (2 pts.) Student has no more than 3 absences from school during the senior year. (3 pts.) Student has no more than 1 absence from school during the senior year.

2. Absence Standard

(1 pt.) Student has no more than one unexcused absence from school during the senior year. (2 pts.) Student has no unexcused absences from school during the senior year.

3. Tardiness Standard

(1 pt.) Student has no more than two unexcused tardies to school during the senior year. (2 pts.) Student has no more than one unexcused tardy to school during the senior year.

4. Discipline Standard

(1 pt.) Student has no more than one discipline referral during the senior year. (2 pts.) Student has no discipline referrals during the senior year.

5. Overall Grade Point Average Standard

(1 pt.) Student has an overall GPA of 2.0 to 2.9
(2 pts.) Student has an overall GPA of 3.0 to 3.4
(3 pts.) Student has an overall GPA of 3.5 or above.

6. Drug Free Standard

(5 pts.) Student voluntarily presents written proof of negative drug test.

7. CTE Coursework Standard

(1 pt.) Student has successfully completed at least one CTE course by the end of the senior year.
(2 pts.) Student has successfully completed at least two CTE courses by the end of the senior year. (3 pts.) Student has successfully completed at least three CTE courses by the end of the senior year.

8. CTE Competition Standard

(1 pt.) Student has competed in an approved regional level CTE competition by the end of their senior year. (2 pts.) Student has competed in an approved state level CTE competition by the end of their senior year.
(3 pts.) Student has competed in an approved national level CTE competition by the end of their senior year.

9. TN Promise Standard

(2 pts.) Student is in good standing with TN Promise and has completed the required 8 hours of community service.

10. Post-Secondary Standard

(2 pts.) Student has successfully completed a post-secondary course during or before the senior year.

11. Industry Certification Standard

(2 pts.) Student has received a national industry certification during or before the senior year.

12. **Enrollment in Post-Secondary Standard**
(2 pts.) Student is registered or has applied at a post-secondary institution for the fall of the graduating year.
13. **Career Readiness Certificate Standard**
(2 pts.) Student has achieved a Bronze Level Career Readiness Certificate.
(4 pts.) Student has achieved a Silver Level Career Readiness Certificate.
(6 pts.) Student has achieved a Gold or Platinum Level Career Readiness Certificate.
14. **Industry Awareness Standard**
(1 pt.) Student has participated in one industry awareness event during the senior year.
(2 pts.) Student has participated in more than one industry awareness event during the senior year.
(3 pts.) Student has participated in an internship or work based learning activity.

B. 2019-2020 STATE ASSESSMENTS

Assessment Calendar 2019-20

Required Assessments

Assessment Name	Administration	2019-20 Administration Window
TCAP End of Course	Fall Block	Dec. 2-19
	Spring Block/Traditional	April 13 - May 8
TCAP Grades 3-8	Spring	April 13 - May 8
TCAP-Alt Grades 3-11 (MSAA & Science / Social Studies)	Spring	March 16 - May 8 (<i>Tentative</i>)
ACT (Grade 11)	Spring	<i>ACT has not yet posted these dates.</i>
NAEP	Winter/Spring	Jan. 28 - March 15
ACCESS for ELs	Spring	Feb. 17 - April 3 (<i>Tentative</i>)

XXIV. NONDISCRIMINATION POLICY STATEMENT

It is the policy of the Dyersburg City School System not to discriminate on the basis of race, color, religion, sex, national origin, age or disability in its educational programs or employment policies as required by Titles VI and Title VII of the Civil Rights Act of 1964, the Equal pay Act of 1973, Title IX (1972 Education Amendments), Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act.

Inquires regarding compliance with Title IX, Section 504 or the Americans with Disabilities Act should be directed to Lyn Burkhead of the Dyersburg City School System, 305 College Street, Dyersburg, TN 38024 or to the Office for Civil Right, US Department of Education, Washington, DC.

XXV. MANAGEMENT PLAN AVAILABILITY

TO: PARENTS OF DYERSBURG CITY SCHOOL STUDENTS

FROM: DYERSBURG CITY BOARD OF EDUCATION

DATE: JULY 26, 2010

RE: MANAGEMENT PLAN AVAILABILITY

On May 9, 1989, the Dyersburg City Board of Education submitted a Management Plan to the Tennessee Department of Finance and Administration. The Management Plan indicates the location of the asbestos containing materials in Dyersburg High School and the manner in which these materials are being handled.

The Management Plan will be available to the public for review at the Dyersburg High School Administration Office. Viewing time will be 9:00 a.m. to 3:00 p.m. (local time) Monday through Friday.

The Management Plan will be updated every six months beginning July 9, 1989, with progress reports submitted to the state annually.

XXVI. School Nurse, Student Health, Students With Life-Threatening Food Allergies, Students Requiring Medications At School, School Health Screenings

School Nurse

The school nurse will be available on a regular basis. The nurse's schedule will be determined at the beginning of the year.

Student Health

Student and/Parents of students with special health conditions such as asthma, seizure disorder, epilepsy, diabetes, allergic reactions, food anaphylaxis, anaphylaxis to insect bites, hemophilia, heart conditions, sickle cell disease, cystic fibrosis, paralysis, bleeding disorders, migraine headaches, positive HIV status, crohn's disease, celiac disease, depression, aspergers, muscular dystrophy, pregnancy, ADHD, ADD, hearing or visual deficits, pressure sores, etc. or those requiring special healthcare procedures such as intermittent urinary catheterization, measuring intake and output, ostomy care, routine weight monitoring, diapering, or special diets are to immediately notify the school nurse. Often orders from the healthcare provide are needed and an IHP (Individual Health Plan) will need to be written by the school nurse with data from the healthcare provider. For students needing an IHP, designated teachers and staff will then be trained in the student's plan.

Food Allergies

Dyersburg High School will follow the Emergency Allergy Response Plan adopted by the Dyersburg City School Board. (See Policy 6.412). The plan shall include measures to reduce exposure to allergens and procedures to treat allergic reactions. Components of the plan shall include, but are not limited to, education and training of personnel, record keeping/documentation, development and reviews of the allergy action plan and protocols for classrooms and cafeterias that include strategies to reduce exposure to allergen.

Dispensing of Medications

Students who need to take medicine at school will be required to present a Medication Consent completed by the healthcare provider, signed by the parent/guardian, and returned to the school nurse prior to any medication being given. Medications will only be stored in the school nurse's office. Forms will be available in the nurse's office, east office, or student services (guidance). Only the school nurse or nurse's designee will assist in self-administration of the medication. The parent or legal guardian should transport medicine to and from school.

Coordinated School Health Screenings

Throughout the school year, health screenings (height, weight, BMI, blood pressure) as mandated by state law will be provided to students in ninth grade. Trained school personnel will provide these screenings with strict adherence to the confidentiality of each student. Each parent will be notified in writing of the results of these screenings mailed to the home address on file. A form entitled, "COORDINATED SCHOOL HEALTH DYERSBURG CITY SCHOOLS Student Health Screening" will list the results advising if further follow-up by your healthcare provider is indicated. (This is often called a "referral".) If questions arise or assistance is needed in making an appointment, contact the school nurse. If a parent desires the student NOT participate in these

screenings, the parent must complete and sign the form listed in section XXVII. HEALTH SCREENINGS and forward to the school nurse.

XXVII. Parental Notification Under the Elementary and Secondary Education Act (ESEA)

The Elementary and Secondary Education Act (ESEA) as amended in Dec. 2015 by the Every Student Succeeds Act (ESSA) makes it clear that Congress expects local educational agencies (LEAs) and schools receiving federal funds to ensure that parents are actively involved and knowledgeable about their schools and their children's education. The law requires schools to give parents many different kinds of information and notices in a uniform and understandable format and, to the extent practicable, in a language that the parents can understand. Listed below are some of these required notices that must be made to parents by school districts or individual public schools.

Teacher Qualifications and Highly Effective Teachers

At the beginning of each year, an LEA shall notify parents that they may request, and the LEA will provide, information regarding whether professionals are highly effective, including the qualifications of the student's teachers and paraprofessionals. This includes information about whether the student's teacher:

- 1) has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- 2) is teaching under emergency or other provisional status through which state qualification or licensing criteria have been waived;
- 3) is teaching in the field of discipline not of the certification of the teacher; and
- 4) is teaching alongside paraprofessionals and, if so, the paraprofessional's qualifications [ESSA § 1112(e)(1)(A)].

Student Privacy

Districts must give parents annual notice at the beginning of the school year of the specific or approximate dates during the school year when the following activities are scheduled or expected to be scheduled:

- ✓ activities involving the collection, disclosure, or use of personal student information for the purpose of marketing or selling that information;
- ✓ administration of surveys containing request for certain types of sensitive information; and
- ✓ any nonemergency, invasive physical examination that is required as a condition of attendance, administered by the school, scheduled in advance, and not necessary to protect the immediate health and safety of student.

A district must develop and adopt policies regarding the rights of parents to inspect:

- ✓ third-party surveys before they are administered or distributed to students;
- ✓ measures to protect student privacy when surveys ask for certain sensitive information;
- ✓ any instructional materials;
- ✓ administration of physical examinations or screening of students;
- ✓ collection, disclosure, or use of personal information from students for the purpose of marketing or selling that information; and
- ✓ the parental right to inspect any instrument used to collect personal information before it is distributed to students.

Districts must give parents annual notice of an adoption or continued use of such policies and within a reasonable period of time after any substantive change in such policies [20 U.S.C. 1232g].

Public Release of Student Directory Information

Under the Family Education Rights and Privacy Act (FERPA), an LEA must provide notice to parents of the types of student information that it releases publicly. This type of student information, commonly referred to as "directory information," includes such items as names, addresses, and telephone numbers and is information generally not considered harmful or an invasion of privacy if disclosed. The notice must include an explanation of a parent's right to request that the information not be disclosed without prior written consent.

Additionally, ESSA requires that parents be notified that the school routinely discloses names, addresses, and telephone numbers to military recruiters upon request, subject to a parent's request not to disclose such information without written consent [§8025].

A single notice provided through a mailing, student handbook, or other method that is reasonably calculated to inform parents of the above information is sufficient to satisfy the parental notification requirements of both FERPA and ESSA. The notification must advise the parent of how to opt out of the public, nonconsensual disclosure of directory information and the method and timeline within which to do so [20 U.S.C. 1232g] [ESEA §8025].

Military Recruiter Access to Student Information

Districts receiving federal education funds must notify parents of secondary school students that they have a right to request their child's name, address, and telephone number not be released to a military recruiter without their prior written consent. Districts must comply with any such requests [ESEA §8528(a)(2)(B)].

Parent and Family Engagement

A district receiving Title I funds must develop jointly with, agree on with, and distribute to, parents and family members of participating children a written district-level parent and family engagement policy. Each school served under Title I must also develop jointly with, agree on with, and distribute to, parents and family members of participating children a written school-level parent and family engagement policy. If an individual school or district has a parent and family engagement policy that applies to all, it may amend the policy to meet the requirements under the ESEA [ESEA Title I, Part A, §1116(a)(2)] [20 U.S.C. §6318(b); (c)].

Parents shall be notified of the policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school [ESEA Title I, Part A, §1116(b)(1)].

Schools must:

- ✓ hold at least one annual meeting for Title I parents;
- ✓ offer a flexible number of meetings;
- ✓ involve parents and families in an ongoing manner in the planning, review, and improvement of Title I programs;
- ✓ provide Title I parents and families with timely information about the programs, a description and explanation of the curriculum, forms of academic assessment and expected levels of student proficiency;
- ✓ if requested, provide opportunities for regular meetings to discuss decisions related to the education of their children; and
- ✓ develop a school-parent compact that outlines the responsibilities of each party for improved student academic achievement [ESEA Title I, Part A, §1116(c)].

Report Cards on Statewide Academic Assessment

Each school district that receives Title I, Part A funds must prepare and disseminate an annual report card. Generally, the state or district must include on its report card information about public schools related to student achievement, accountability, teacher qualifications and other required information, as well as any other information that the state or district deems relevant.

These report cards must be concise and presented in an understandable and uniform format accessible to persons with disabilities and, to the extent practicable, provided in a language that parents can understand. In Tennessee, **these requirements are met through the state's report card [ESEA Title I, Part A, §1111(h)(1) and (h)(2)].**

Achievement on State Assessment

All schools must provide to parents, teachers, and principals the individual student interpretive, descriptive, and diagnostic reports, which allow specific academic needs to be understood and addressed, and include information on the student's achievement on academic assessments aligned with state academic achievement standards [ESEA §1111(b)(2)(B)(x)].

National Assessment of Education Progress

Districts, schools, and students may voluntarily participate in the National Assessment of Educational Progress (NAEP). Parents of children selected to participate in any NAEP assessment must be informed before the assessment is administered that their child may be excused from participation for any reason, is not required to finish any assessment, and is not required to answer any test question. A district must make reasonable efforts to inform parents and the public about their right to access all assessment data (except personally identifiable information), questions, and current assessment instruments [ESEA Title VI, Part C, §411(c)(1); (d)(1)–(2)].

Schoolwide Programs

An eligible school operating a schoolwide program shall make the comprehensive plan available to the LEA, parents, and the public. The information contained in such plan shall be in an understandable and uniform format and, to the extent practicable, provided in a language that the parents can understand [20 U.S.C. §6314][ESEA Title I, Part A, §1114].

English Learner Programs

A school district that uses federal funds to provide a language instruction education program for English learners must no later than 30 days after the beginning of the school year inform the parents of each child identified for participation or participating in such a program:

- ✓ the reasons for the identification of the child as an English learner;
- ✓ the child's level of English proficiency;
- ✓ how that level was determined and the status of the child's academic achievement;
- ✓ methods of instruction used in the program in which their child is participating and methods of instruction used in other available programs;
- ✓ how the program will meet the educational strengths and needs of their child;
- ✓ how the program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation;
- ✓ the specific exit requirements for the program;
- ✓ in the case of a child with a disability, how the program meets the child's IEP objectives; and
- ✓ information about parental rights detailing the right of parents to have their child immediately removed from such program upon their request and the options that parents have to decline to enroll their child in such program or to choose another available program or method of instruction.

For a child not identified as an English learner prior to the beginning of the school year, the district must notify parents within the first two weeks of the child being placed in such a program [ESEA Title I, Part A, §1112].

Homeless Children

To be eligible for McKinney-Vento funds, the school must provide written notice at the time any child seeks enrollment in the school, and at least twice annually while the child is enrolled in the school, to the parent or guardian or unaccompanied youth that, shall be signed by the parent or guardian or unaccompanied youth; that sets forth the general rights provided; and specifically states:

- ✓ the choice of schools homeless children are eligible to attend;
- ✓ that no homeless child is required to attend a separate school for homeless children;
- ✓ that homeless children shall be provided comparable services, including transportation services, educational services, and meals; and
- ✓ that homeless children should not be stigmatized by school personnel.

If the district sends a homeless child to a school other than the school of origin or the school requested by the parent or guardian, the district must provide the parents a written explanation for, including notice of the right to appeal, the decision. The information must also be provided whenever a dispute arises over school selection [ESSA Title IX, Part C, §722(g)(3)(B)].

Each LEA liaison for homeless children and youth shall ensure the parents or guardians of homeless children and youth are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children [ESSA Title IX, Part C, §722(g)(6)(A)(iv)].

Public notice of the educational rights of homeless children and youths is disseminated where such children and youths receive services under the McKinney-Vento Act, such as schools, family shelters, and soup kitchens [ESSA Title X, Part C, §722(g)(6)(A)(v)].

21st Century Community Learning Centers

A program or activity funded as part of a 21st Century Community Learning Center providing before and after school activities to advance student academic achievement must undergo periodic evaluation to assess its progress toward achieving its goal of providing high-quality opportunities for academic enrichment. The results of evaluations shall be made available to the public upon request, with public notice of such availability provided [ESEA §4205(b)(2)].

Waiver Request

If a school district requests the U.S. Secretary of Education to waive any provision or regulation of the ESEA, it must provide notice and information about the waiver to the public in the manner in which is customarily provides public notice [20 U.S.C. §7861(b)(3)(B)] [ESEA Title IX, Part D, §8401(b)(3)(B)(ii)].

XXVIII. Emergency Protocols For Parents

The Dyersburg High School is committed to the safety of all children and staff. In the event of an emergency all parents are requested to follow the procedures listed below. We ask for your cooperation in following these procedures if you hear of an emergency at Dyersburg High School

1. Appropriate steps will be taken to provide for the safety, and the Crisis Response team will be activated to provide a supportive environment, of the students and staff.
2. No student will be dismissed from school unless a parent (or his/her designate on the student emergency form) comes for him/her. No student will be allowed to leave without the adult responsibility for his/her care providing identification. It is the responsibility of the parents to keep all emergency records up-to-date.
3. Students must sign out through the principal's office or designated dismissal site before leaving the school or the evacuation site.
4. Please do NOT call the school. We must have all the telephone lines open for emergency calls. If your child has been injured or needs your assistance, a crisis team member will call you immediately.
5. During or immediately following an emergency, do not drive to the school. The school access route and entrance must remain clear for emergency vehicles.
6. Dyersburg App, Facebook for system or schools, listen to Eagle 97.3 FM radio, or State Gazette text messaging. Dyersburg City Government will issue information and specific directions that parents are to follow on their public service info.
7. Buses will not make their runs during adverse weather conditions. Students will be supervised at school until safer weather conditions.

XXIX. HEALTH SCREENINGS

Dear Parent or Guardian,

Throughout the school year health screenings (blood pressure, height, weight, body mass index) will be provided to 9th grade students. Trained school personnel will provide these screenings with strict adherence to the confidentiality of each student. These screenings do not qualify as an examination and parents are encouraged to make sure your child has annual medical check-ups as well as bi-annual dental check-ups.

Each parent will be notified in writing of the results of these screenings. A form listing the results will advise if follow up to your child's healthcare provider (often called a "referral") is needed.

If you should have any questions or concerns, please contact the Nurse at your child's school.

If you **DO NOT** want your child to participate in these health screenings, complete the lower half of this form, remove this page from the handbook, and have your child turn this form in to their first hour teacher.

I DO NOT want my child to participate in the health screenings listed above.

Student Name: _____ Date of Birth: _____
First hr. teacher: _____ Grade: _____
Period/time of PE: _____
Parent/Guardian Signature: _____

TEACHERS PLEASE FORWARD THIS FORM TO THE SCHOOL NURSE

XXX. ACCEPTABLE USE POLICY (Internet & e-mail)

Dyersburg City Schools Acceptable Computer Use Policy for District Students**Purpose:** Dyersburg City Schools (DCS) provides students access to electronic media including the Internet as a means to enhance their education. The purposes and uses for this resource are no different than any other type of resource, and as such, the school retains control over the manner in which it is used. The purpose of this contract is to assure that students recognize the limitations, which the school imposes, on their use of electronic media resources. In addition, this contract requires that users agree to abide by the Dyersburg City Schools Board of Education policies, and stipulations of the Children's Internet Protection Act (CIPA) as well as laws pertaining to stalking and harassment.

THE CONTRACT

The district's instructional program includes iSafe curriculum that contains content addressing responsible Internet use and safety. Parents are encouraged to discuss Internet responsibility at home and will be informed of on-line modules to help them protect their children. On-line professional development will also be provided to district faculty and staff through iSafe. The district uses an Internet filter designed to protect students and adults from pornographic and obscene information and restrict access to materials that may be potentially harmful to minors; however, it is impossible for the Dyersburg City School System to completely prevent students from finding ways to access controversial materials, and will not be held responsible for materials acquired on the network. Failure to follow all or part of these guidelines, or any action that may expose Dyersburg City Schools to risks of unauthorized access to data, disclosure of information, legal liability, potential system failure, or compromise the safety of users is prohibited and may result in disciplinary action up to and including loss of network privileges, confiscation of computer equipment, suspension, and/or criminal prosecution.

I agree to the following:

- To use the resources available through the Internet and other electronic media to supplement material available to me through my classroom, the media center, or through any other resource provided by the school.
- To NOT make use of material or attempt to locate material which would not be acceptable in a school setting.
- I understand that I must be closely supervised by faculty each time I make use of computer resources, and that I must adhere to each individual teacher's guidelines.
- I agree NOT to attempt to discover passwords or other measures the school uses to control computer access. Should I inadvertently discover passwords, or any other measure used to control access to this resource, I agree to report this to whoever may be in charge at the time.
- I agree NOT to change or attempt to change the configuration of any software on a school system computer without the expressed permission and close supervision of the appropriate DCS faculty/staff.
- I understand that I am NOT to access any personal email account (any account that is not supplied by DCS) from DCS campus without the expressed permission and close supervision of the appropriate DCS faculty/staff. This permission must be requested each time I attempt to access my email account from a DCS computer. I agree to make available for inspection, by an administrator or teacher, any messages sent or received by me at a campus location.
- I agree to use appropriate language in all communications. I agree not to use profanity or obscenity, and I will avoid offensive or inflammatory speech. I agree not to make personal attacks on anyone using this resource.
- I agree NOT to download executable program files from the Internet. I also agree NOT to install any software on any school system computer.
- I agree to abide by copyright laws. I agree to copy or transfer only materials for which copying or transferring is authorized.
- I agree NOT to use this resource for any illegal or commercial activity. This includes, but is not limited to, tampering with computer hardware or software, unauthorized entry into computers and vandalism or destruction of computer files. I am aware that such activity is a crime under state and federal laws.
- I agree NOT to introduce or knowingly allow the introduction of any computer virus to any school system computer.
- I agree to respect the privacy of others.
- I understand that information and/or advice obtained via the Internet may or may not be correct.
- I understand that there is no privacy either guaranteed or implied in relation to any electronic media.
- I understand that Dyersburg City Schools makes no warranties of any kind, whether expressed or implied, for the service it is providing. The district will not be responsible for any damages including the loss of data resulting from delays, nondeliveries, misdeliveries, or service interruptions caused by it's own negligence or my errors or omissions.
- I agree not to attach computers, printers, network equipment (including wireless access points), or other types of hardware to the District's network without prior approval.
- **PARENTS: If you do NOT wish to have your child's picture posted on a school system web page, please contact the school office. Our policy is to never list the child's full name with a picture.**

(Student Signature / date)

(Printed Name)

I have read this policy and approve of my child's participation in computer activities under the above conditions.

Rev. 5/2018 – Policy reviewed, evaluated, and revised annually through discussions with administrators