

# HALLS HIGH SCHOOL STUDENT HANDBOOK 2024-2025



Our mission at Halls High School is to ensure a safe learning environment that provides students diverse opportunities to grow and excel at high levels. Partnering with our community and families, we inspire students to embody exceptional character, take ownership of their learning, and serve others. Our goal is to develop future-focused achievers who are dedicated to excellence.

## OFFICE STAFF

### **Administration and Leadership:**

Spencer Long - Executive Principal

Justin Bailey - Freshman Academy Principal. 9th grade.

Kristen Schoerner - Curriculum Principal. 10th grade. 11th grade student support.

Tucker Jackson - Operations Principal. 12th grade. 11th grade discipline.

Heidi Moles - Academy Coach

Rebecca Smith - Athletic Director

### **School Counselors:**

Cadence Hoskins - Freshman Academy Counselor, 9th grade

Kaycee Miller - School Counselor, 10th-12th grades last names A-G

Caton Swift - School Counselor, 10th-12th grades last names H-N

Brad Byrd - School Counselor, 10th-12th grades last names O-Z

Caitlyn Helt - College & Career Counselor

### **Support Staff:**

Brent Hughes - Graduation Coach

Sherry Branstutter - School Social Worker

Victoria VanMaaren - School Psychologist

Chris Manning - School Security Officer

Ryan Veosmith - School Security Officer

### **Secretaries:**

Carmen Jones - Student Services Office Secretary

Kayla Lusby - Counseling Secretary; Academies secretary

Danna Piercy - Main Office Secretary

Donna Walker - Bookkeeper

Kim Watson - Counseling Secretary; Registrar

Debbie Woodall - Attendance Secretary

## **QUICK LIST OF THINGS TO KNOW**

### **HALLS HIGH SCHOOL BEHAVIORAL EXPECTATIONS**

- Follow staff's directions at first request.
- Remain in assigned areas.
- Use technology appropriately.
- Use appropriate language, tone, and volume.
- Treat your peers, staff, and school with dignity and respect.
- Focus on classroom tasks and engage in the learning process.

### **GENERAL SCHOOL DAY INFO**

- The HHS school day is from 8:30-3:30, Monday, Tuesday, Thursday, and Friday.
- On Wednesday, the HHS school day is from 8:50-3:30.
  - Study hall in the cafeteria lasts from 7:30-8:40 on Wednesday mornings. ALL students who are on campus must be in the cafeteria during this time.
- On KCS Early Release Wednesdays, the HHS school day is from 8:50-1:30. Students must leave campus after 1:30. No extracurricular activities will take place until after 3:30 on these days.

### **STUDENT AREAS**

- Before 8:15 and after 3:40, all students should be in the Commons or Cafeteria. All other areas are off limits without teacher supervision. Students who choose to go to the cafeteria in the morning must stay in the cafeteria until 8:15.
- Students must remain in the Commons and Cafeteria during lunch. Students may not eat in hallways, stairwells, or other unsupervised areas. Students may eat in the outdoor lunch area behind the library when it is open.
- No loitering in parking lots (including Beaver Dam Baptist Church) or vehicles parked on campus.
- You must check with the Student Services Office to go to your car during the school day and display a high visibility green vest.
- All athletic fields/concessions/storage areas are off limits without staff supervision.
- Halls Middle School and the HMS side of campus are off limits during the school day.
- Restricted areas include empty classrooms, staff workrooms, teachers' lounges, conference rooms, storage rooms, staff restrooms, custodial offices, and the stage areas in Commons and Cafeteria..

### **ADDITIONAL ITEMS**

- Students are not allowed to leave campus prior to 3:30 without signing out through the office.
- Skipping class will not be tolerated. Students should always report to their scheduled areas.
- Parking on campus is a privilege. Passes must be displayed and visible through the windshield. Excessive absences and/or tardies (determined by the Administration) will result in loss of parking privileges.

## **GENERAL SCHOOL POLICIES**

### **SCHOOL DAY DEFINED**

The school day begins when a student arrives on campus or boards a bus at the bus stop and it ends when a student leaves campus (campus includes Beaver Dam Baptist Church) or departs from the bus stop in the afternoon.

The school will open to students at 7:30 each morning. All students must be picked up and leave campus by 4:15 each afternoon unless they are participating in extracurricular activities after school.

If a student arrives after 8:45 AM, he/she must check in at the Student Services Office before reporting to class. Failure to do so may constitute disciplinary action. Students must clear the building by 3:40 in the afternoon except in inclement weather. Students must adhere strictly to the bell schedule. Excessive tardiness to class will result in disciplinary action.

### **CAMPUS SECURITY**

HHS operates as a locked campus, with locked exterior doors from 8:45-3:30 each day, and locked classroom doors during class times. Exterior gates are locked from 8:45-2:45 daily except the Emory Road entrance.

- Students should never let visitors or unknown persons into the building. All visitors must enter through the main entrances using the video doorbells.
- Students should report all suspicious persons on campus to school staff immediately.
- Students should never prop open exterior doors.
- Students should not sit in their cars in the morning or during the school day.
- Students should not visit their cars during lunch.

### **EARLY DISMISSAL**

Students will not be permitted to leave school without administrative and parental permission. Parental permission must be verified by a note signed by the parent, and turned in to the Student Services Office before 8:30am. The note should include the time for dismissal, the reason for dismissal, the telephone number of the parent, the name of the student, and the student's grade level. **EARLY DISMISSAL EMAILS WILL NOT BE ACCEPTED.** Students using forged notes and forged official school documents are subject to disciplinary action.

If a parent or guardian cannot be reached, the student may not be given permission to sign out early. Halls High School reserves the right to confirm all specified appointments with the respective doctor, dentists, courts, etc...

Students must never leave campus without checking out properly through the Student Services Office. Leaving campus without permission will result in conduct action. Students may not check out of school to go get lunch and then sign back in.

## **DRESS CODE POLICY**

[Knox County Schools Board Policy J-260](#) “Dress Code”

Apparel or appearance which tends to draw attention to an individual rather than to a learning situation must be avoided. In matters of opinion, the judgment of the principal/designee shall prevail.

The following standards will be observed in all Knox County Middle and High Schools:

1. Pants must be worn at the waist. No sagging allowed.
2. Shirts, blouses, and dresses must completely cover the abdomen, back, and shoulders and must have sleeves. Shirts or tops must cover the waistband of pants, shorts, or skirts with no midriff visible. Low-cut blouses, shirts, or tops or extremely tight tops, tube tops, or any top that exposes cleavage are prohibited.
3. Head apparel, except for religious or medical purposes, must not be worn inside the school building.
4. Footwear is required and must be safe and appropriate for indoor and outdoor activity.
5. Clothing and accessories such as backpacks, patches, jewelry, and notebooks must not display (1) racial or ethnic slurs/symbols, (2) gang affiliations, (3) disruptive, vulgar, or sexually suggestive language or images; nor, should they promote products which students may not legally buy; such as alcohol, tobacco, and illegal drugs.
6. Skirts, dresses, and shorts must be beyond mid-thigh length.
7. Sleepwear, pajamas, and/or blankets cannot be worn in school.
8. Prohibited items include (1) large, long and/or heavy chains, (2) studded or chained accessories, (3) sunglasses, except for health purposes, (4) sleepwear, and (5) skin-tight outer materials without appropriate coverage.

The school administration reserves the right to determine whether the student's attire is within the limits of decency and modesty.

## **PERSONAL COMMUNICATION DEVICES**

No personal communication devices (cell phones, earbuds, headphones, iPads, etc) are to be used in class. PCDs should be silenced before class begins and placed out of sight in a bag. If a student is found to be using a PCD in class, the teacher may confiscate a PCD and turn it into the Main Office. The administrator reserves the discretion to return the PCD to the student or parent. All PCD use must comply with [School Board Policy J-240](#).

## **BUS NOTES**

Students must ride the bus to which they have been assigned based on their home address. If a student wishes to ride a different bus for any reason, they must turn in a signed parent note to the main office prior to 8:30 in the morning. The note will be verified with a parent phone call before being approved.

## **VISITORS**

Visitors are required to check in at the Main Office immediately upon entry. Visitors must wear a Visitor Pass the entire time they are in the school. All visitors will be background checked prior to issuance of a pass. An administrator may refuse to issue a visitor's pass at any time. Visitors must also check out through the Main Office. Any person found on the school grounds without permission is trespassing and is subject to arrest. Family, friends, and former students are not allowed to visit students or teachers during lunch.

## **STUDENT IDs**

Students are issued an ID each year, and the ID must be kept on their person at all times while in school. Student IDs may be used for campus security, testing security and Work-Based Learning. If lost, the replacement cost is \$10.

## **PARKING**

Any vehicle parked on a Knox County Schools campus is subject to search. Students park on campus at their own risk. The school is not responsible for damages that occur while parking on campus. HHS sells Parking Passes providing permission to park on campus. Possession of a parking pass does not guarantee a parking spot. Students should only park in spots that are not designated STAFF, RESERVED, or VISITOR. Parking passes may be revoked at any time. Parking spaces CANNOT be painted under any circumstance without prior approval by school administration.

Beaver Dam Church offers student parking free of charge to Halls High School students. Students must register their vehicle to park at Beaver Dam through the HHS Student Services Office. Students must only park on the north side of the church, and never on the south side (Ingle's side) of the church. School administration and Beaver Dam Church can revoke parking privileges. Students parking at Beaver Dam understand that all school rules apply to the BDBC parking lot, and student vehicles parked at Beaver Dam are subject to search by school administration.

Parking passes must be displayed and visible through the windshield.

## FOOD DELIVERY

Students are NOT allowed to have any food delivered from food delivery services (DoorDash, UberEats, etc...). Parents may deliver food to their own student (not for other students) to the HHS Main Office. The office will not call students out of class to receive food. Food will be placed on a shelf by the Student Services Office for students to pick up.

Students are NOT permitted to get food from food trucks. Food trucks on campus are for staff only.

Vending machines are available throughout the campus. The machines are owned and operated by an independent business with permission from HHS. Halls High School is NOT responsible for any loss of money due to faulty vending machine operation. Vending machines are provided for student and visitor convenience but may be turned off if students abuse the privilege.

## SCHOOL BREAKFAST AND LUNCH

The cafeteria provides lunch in a self-serve atmosphere. Students are only allowed to purchase one meal per breakfast or lunch period.

### General lunchroom expectations:

- Students should remain seated in their area for the entire lunch period.
- Students who buy food in the cafeteria must remain in the cafeteria for the entire lunch period.
- Students who bring food and eat lunch in the commons must remain in the lower commons the entire lunch period.
- Students should clean off their own tables and dispose of waste properly.
- No food or trays are allowed out of the cafeteria without permission. Students who purchase food in the cafeteria must remain in the cafeteria for the entire lunch period.
- Students may eat lunch in the Commons if they bring food from home. No food or drink can be consumed in the school hallways or in the circle hallway around the Commons.
- Students are not allowed to have family members or unapproved visitors eat lunch with them.
- Students may NOT purchase items from food truck vendors who are set up to serve school staff.
- Students may NOT eat lunch in their vehicles.
- Students may NOT leave campus to get food.

## LOCKERS

Lockers are school property and may be searched at any time. Students who wish to use a locker must register their locker through the Student Services Office. Students are to report broken lockers to the office immediately. Each student is responsible for the locker and contents to which he/she is assigned. All lockers in use must have a lock. Lockers that are being used without permission will result in items being removed from them.

## STUDENT FEES & FINES

### [Knox County Schools Board Policy, Student Fees and Fines](#)

Classroom fees are collected to cover the cost of consumable supplies used by students during the school year. The classroom teacher will send fee information to parents via the class syllabus. An Instructional Fee of fifteen dollars (\$15) per pupil is charged in addition to classroom fees. This fee money is used for supplies which are consumed by and for the students schoolwide. A Senior Graduation Fee of \$25 is charged for all Seniors who participate in the graduation ceremony. This fee covers the cost of diplomas, diploma covers, and supplies for the graduation ceremony.

Students eligible for Fee Waiver SHOULD apply online or see the Student Services Office for assistance.

Many fees can be paid online at <https://knoxschools.schoolcashonline.com> . If paying by check for school fees or fines, a separate check must be prepared per fee. Checks should be payable to Halls High School, and have the student name and fee purpose on the memo line. Any returned checks must be cleared with cash.

All fines must be cleared by students prior to the first grading period. Unpaid fines will result in students being placed on a Hold List, and HHS will not provide student transcripts or diplomas until fines have been paid.

## TEXTBOOKS

Textbooks are furnished by Knox County Schools with the understanding that the student and/or family is responsible for loss or damage. Online textbooks for many subjects are available by visiting [www.knoxschools.org/Departments/textbooks](http://www.knoxschools.org/Departments/textbooks). Textbooks are property of the Board of Education. Payment for lost textbooks: 1-4 years old is 100% of replacement cost, 5 years or older is 50% of the replacement cost. A student who loses a textbook will be required to pay for the lost textbook. Grade reports, diplomas, or transcripts will not be issued if lost books or fees are not cleared.

## LIBRARY

- Students must have a hall pass to enter the library during class times.
- Students must sign in EVERY time they enter the library.
- Students may not eat lunch in the library without express permission.
- Students may print in black and white for classroom use FREE.
- Students may print in color for \$0.50 per page - see Mrs. Hartsell for help.
- Students may check out up to 20 books at a time - no late fees will ever be charged. However, students are responsible for the replacement costs for books not returned.
- Students are to follow accepted library practice of checking out books and other materials.



## FIELD TRIPS

Student rules, expectations, and regulations apply to all school-sponsored off-campus trips. Additional regulations apply when the trip is overnight. Students who commit infractions may be sent home at the parent's expense and are subject to further disciplinary actions.

## CHROMEBOOKS

By possessing a KCS Chromebook, all students have agreed to the following:

- I accept responsibility for using the technology device at school and outside of school hours.
- I understand that this technology device may be collected and inspected.
- I agree to keep this technology device in my possession at all times. I will not give or lend it.
- I will return the technology device to the school whenever I am asked to do so by school personnel.
- I will not use the technology device, in or out of school, for inappropriate or unlawful purposes in accordance with Knox County School Board Policy.
- I understand that if this technology device is lost or stolen, I will immediately notify school administration.
- If insurance offered by Knox County Schools is refused, I understand that my parents/guardians and I are responsible for costs associated with damages of the technology device.
- I understand that my parents/guardians and I are responsible for costs associated with total loss or theft of the technology device.
- I agree to return the technology device, charger, and protective covering in good working condition to the school at the conclusion of the school year or if I leave the school.
- I agree to not add stickers or other personal markings directly to the device.
- I understand that failure to comply with any of the guidelines and policies may result in suspension of the use of the technology device.
- I agree that my child will follow Knox County Schools policies for Acceptable use of the device both at school and at home.
- I understand that my child may be asked to submit the device throughout the year for a "health check" to inspect it for damages.

## ACADEMIC & ATTENDANCE POLICIES

### SCHOOL COUNSELING

The Counseling Department works with the administration, school staff, parents, and various community agencies to help students with educational, vocational, and personal concerns. Counselors help students develop a plan for high school graduation as well as post-secondary education and/or career planning. Counselors also assist with test performance and interpreting test scores, as well as social/emotional needs. The website for the school counseling department is linked to the school website.

### GRADUATION REQUIREMENTS

In Knox County Schools, [Board Policy](#) requires that students earn 28 credits by the end of their Senior year to graduate. To earn a regular high school diploma, students must (1) earn the prescribed number of credits, (2) complete the ACT or SAT, (3) pass the Civics exam, and (4) have satisfactory records of attendance and discipline.

Students with an Individual Education Plan will communicate with their case manager, school counselors and school administration to ensure progress toward graduation requirements. Students in unique circumstances should communicate with their school counselor for any concerns that may prevent the completion of graduation requirements.

### GRADING SCALE

The Teacher of Record for each course is responsible for documenting each student's academic progress through the course curriculum using the following scale:

A	90 – 100
B	80 – 89
C	70 – 79
D	60 - 69
F	Below 60

A cumulative end-of-course assessment will count for 15% of the overall course grade.

Students earn GPA Quality Points for completed coursework. Students in regular classes will be awarded 4 quality points for an A, 3 for a B, 2 for a C, and 1 for a D. Advanced Placement and Dual Enrollment classes are weighted +1 quality point, and those classes will be awarded 5 quality points for an A, 4 for a B, 3 for a C, and 2 for a D. Honors classes are weighted by +0.5. Additionally, AP classes will receive a 5 point bonus on the class average, and Honors classes will receive a 3 point bonus, to be added at the end of the course.

## **LATE WORK POLICY**

When a student is absent from class, it is that student's responsibility to retrieve make-up work from the teacher. A student must retrieve the make-up work within 3 days of the absence. Each teacher will arrange a late work timeline for work to be submitted at the time the late work is given to the student.

Make-up work that is older than 4.5-weeks old will not be accepted unless prior arrangements are made between the teacher and the student. Students who know they will miss more than 10 consecutive excused school days should notify their school counselor and grade level administrator.

## **SENIOR EXAM EXEMPTION**

Seniors who have a minimum of a 75% average in a class may opt out of the class's final exam (this exam cannot be a state TCAP, dual enrollment, dual credit, credit recovery, IB, or AP exam). The exemption applies to only seniors and is granted in both the Fall and Spring Semesters. Additional note: This Senior Privilege is only afforded to students in a traditional classroom environment.

## **TUTORING**

Teachers' instruction can be supplemented with additional individual aid which is made available on several levels. Halls High provides many forms of individualized instruction. National Honor Society students are available both before and after school in either one-on-one or group tutoring. Any needs for these types of sessions are initiated through the teacher. Teachers may host tutoring sessions outside of regular class time. Teacher-led tutoring sessions are offered free of charge before and after school. We encourage all students experiencing academic difficulties to take advantage of this opportunity. Tutoring schedules are available through the school counseling office.

## ATTENDANCE

The [Knox County Schools Attendance Policy](#) recognizes that good attendance at school is basic to student learning. Attendance is a key factor in student achievement; therefore, students are expected to be present each day that school is in session. Moreover, minors under the age of 18 in Tennessee are required by law to attend school full-time.

All teachers record accurate daily attendance for every class in Aspen. This includes documenting tardies to class. Knox County Schools offers 180 instructional days, and any student who misses 18 or more instructional days during the school year is considered Chronically Absent. Beginning at 5 unexcused absences, students will be subject to the Progressive Truancy Intervention Plan mentioned below.

Attendance excuse notes should be submitted to the Student Services Office any time a student misses school for an excused reason. **Excuse notes must be submitted within 5 days of the absence, or the notes will NOT be accepted.** Parents/guardians are able to submit up to 10 Parent Excuse Notes per year, in addition to excused Medical or Legal Notes. Excused absences include the following:

- Personal illness;
- Illness of immediate family member;
- Death in the family;
- Extreme weather conditions;
- Religious observances;
- College visits;
- Pregnancy;
- School sponsored or school endorsed activities;
- Military active duty/deployment;
- Summons, subpoena, or court order;
- or circumstances which in the judgment of the school principal create emergencies over which the student has no control.

Any absence not complying with the above reasons for excused absences will be considered as unexcused. Examples of unexcused absences are (a) family vacations taken during the school year and (b) Senior Skip Day.

## TARDY POLICY

When students are tardy to school, they must submit a parent excuse note stating the student name, date, time of tardy, and reason for the tardy, and parent signature. Otherwise, the tardy will be considered unexcused. Students who are tardy to school unexcused will have silent lunch on the same day of the tardy. Students who are tardy to school unexcused will have silent lunch on the same day of the tardy. Excessive tardies to school, or excessive tardies to class may result in a student being ineligible to attend school dances and/or Prom.

## **TRUANCY**

Parents/guardians will be notified after a student has five (5) unexcused absences. Additional notices will be sent after each successive accumulation of five (5) unexcused absences. If a parent does not provide excuse notes within five (5) days of the student's return to school, or request an appeal hearing with the principal, then school administration will implement the Progressive Truancy Intervention Plan with the school Social Worker prior to referral to juvenile court.

## **DRIVER'S PERMIT FORMS**

Students applying for a Tennessee driver's permit must have the SF-1010 Form signed by the Principal before going to the Tennessee DMV Office. These forms are intended to verify that the student is meeting attendance requirements in school. The principal will not sign forms for students who are chronically absent.

Forms must be requested through the School Counseling office prior to Thursday each week, and they will be processed each Friday. Forms are valid for 30 days only. These forms will not be processed on demand or faxed to the DMV.

## **COLLEGE VISITATION**

Juniors and Seniors are granted 2 college visits per year, and they are encouraged to use them. Any student who is taking a day for a college visit must have prior approval from his/her counselor or administrator and must bring back documentation of the visit in order for the absence to be excused. Any senior who has already taken the 2 visits and is given the opportunity to return to a college/university campus for a scholarship competition can receive an additional college visit day pending prior approval from the school principal.

## **DUAL ENROLLMENT & DUAL CREDIT**

Dual Enrollment and Dual Credit courses are offered at Halls High in partnership with area colleges and universities. Students who are enrolled in these classes may not drop or change these classes after the first week of the DE .

Students may leave campus with a signed permission form turned into the College & Career Teacher on days when the class is not in session as long as they are demonstrating adequate academic progress. The College & Career Teacher may require DE students to remain on campus during their DE block if they are not making adequate progress in their DE class. Students must return to school for their next scheduled class after their DE block.

## CONDUCT POLICIES

### HHS SCHOOL-WIDE BEHAVIORAL EXPECTATIONS

1. Follow staff's directions at first request.
2. Remain in assigned areas.
3. Use technology appropriately.
4. Use appropriate language, tone, and volume.
5. Treat your peers, staff, and school with dignity and respect.
6. Focus on classroom tasks and engage in the learning process.

### STUDENT BEHAVIOR

#### General Policy

The KCS Board of Education and HHS Administration believes that acceptable behavior is essential to create an effective school program. In order to promote desirable behavior, employees and students shall exercise responsibilities including but not limited to those enumerated in this policy:

#### School Staff Expectations

1. Teachers, administrators, and other school employees shall strive to create a school environment favorable to the development of self-discipline and self-direction.
2. The Principal is responsible for establishing and maintaining effective discipline with the school. Principals have the right to expect the cooperation of all teachers. It is the duty of all teachers to assist in the discipline of the total school.
3. Each teacher is responsible for and shall have such authority as is necessary for maintaining good order in the classroom for the promotion of an environment conducive to learning.
4. The authority to control pupil conduct shall extend to all activities of the school including all games and pupil performance on athletic teams, excursions, and other school activities and groups.
5. Teachers will observe and uphold the code of ethics of the Board of Education and the ethics of their profession in the establishment of relationships with students.
6. In cases of offenses committed on school buses, it is the bus operator's responsibility to notify the principal immediately of any misconduct of pupils. The bus operator may recommend to the principal that a pupil be suspended from riding the bus but only the principal may suspend a student from riding the bus. The principal and/or bus driver may assign seats on the bus when deemed necessary.
7. Principals of schools where pupils from other schools wait for the bus shall have responsibility for their supervision. In case of student misconduct, the principal shall take appropriate disciplinary action. Notice of such action shall be sent to the superintendent and to the principal of the school where the student is enrolled.

### Student Expectations

1. Students shall comply with all school rules and the regulations of the school system. Failure to comply with such rules and regulations shall result in appropriate corrective measures. Rules and regulations can be found at <https://www.knoxschools.org/Page/2107> under Board Policies - Section J.
2. Students are responsible for satisfying all graduation requirements, which include among other things, an appropriate record of attendance and conduct.
3. Students are prohibited from taking unauthorized photographs or making unauthorized recordings of others at school, on school transportation or school sponsored events (Knox County Law Department).

## **RESTORATIVE LEARNING CENTER**

In some instances of misconduct, students may be assigned to time in the Restorative Learning Center. RLC is a small group or isolated setting where students are supervised by a Restorative Interventionist and are still expected to complete class assignments. Students must report on the assigned day at 8:30 a.m. to the RLC room with Chromebook, books, paper, pen, and pencil. Students must turn in their phone to the RLC teacher at 8:30. Students must follow the rules and procedures of the RLC; failure to do so is insubordination and will result in increased disciplinary action.

## **MORNING, AFTERNOON & LUNCH DETENTION**

In some instances of misconduct, students may be assigned morning or afternoon detention as a consequence. Detention is usually assigned on a “time-for-time” basis, especially when students have been referred to the administration for a Class Cut or for leaving campus without permission.

Lunch Detention is assigned for students who arrive at school tardy. Any student arriving at school between 8:30 and 8:45 will sign it at the main entrance, and will be assigned Lunch Detention on the same day. If students do not report to lunch detention, they must make up the day and will be assigned an additional day of lunch detention. Students are allowed to eat in lunch detention, but talking and use of Personal Communication Devices is not allowed.

## **HALL PASSES**

All students who are in the hallways during scheduled class time should carry a hall pass from the teacher’s class to whom they are assigned.

## **STUDENT SEARCHES**

Any principal, or his or her designee, having reasonable suspicion for a search may search any student, place or thing on school property if information would cause a reasonable belief 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.

All lockers or other storage areas provided for student use on school premises remain the property of the school system and are provided for the use of students subject to inspection, access for maintenance and search. All vehicles parked on school property, or at Beaver Dam are subject to search.

## **PROM/DANCE POLICY**

Attending prom and/or dances is a privilege, not a right. Students who are unable to meet academic, attendance, and behavioral expectations at HHS will NOT be allowed to attend any school dances, and administration will not sign off that the student is in “good standing” to attend a dance at another school. Any of the following will result in a student becoming ineligible to attend a dance:

- An “F” in more than one current class
- An out-of-school suspension for any reason in the current school year
- 10 or more unexcused absences in the current school year
- 10 or more unexcused tardies to a class in the current school year
- Not on track to graduate from HHS

## **TOBACCO & ELECTRONIC VAPE POLICY**

As a general rule, all students caught in possession of, or using tobacco products or nicotine vape products will be suspended out of school for 2 days on the first offense, and will be required to do a vaping research presentation to school administration and parents. Repeat offenses carry more severe consequences. The Knox County Sheriff’s Department SRO in our school also reserves the right to issue a citation. All paraphernalia will be confiscated and will not be returned to minors.

Electronic vapes containing THC, cannabis-derived substances, or other illegal substances will be considered under Tennessee’s Zero Tolerance Law, which requires expulsion from school.



## BUS CONDUCT

All buses and bus stops are considered to be school property, and as such all school conduct expectations and policies extend to the buses and bus stops. Misconduct on buses places all students and the driver at risk, and will not be tolerated. Students violating school conduct policies on the bus are subject to bus suspension, in addition to further disciplinary action as determined by the school administration.

## BULLYING & HARASSMENT PREVENTION

Halls High School investigates all reports of bullying, harassment, and cyberbullying.

### Is it bullying?

Rude: When someone says or does something *unintentionally* hurtful and it is NOT repeated.

Mean: When someone says or does something *intentionally* hurtful and it is NOT repeated.

Bullying: When someone says or does something *intentionally* hurtful and they keep doing it, even when you tell them to stop or show them that you're upset.

Mutual participation in peer conflict does not necessarily constitute bullying, even if one student "lost" the conflict.

Bullying, harassment, or cyberbullying which takes place off campus or outside of school hours, that has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment is subject to disciplinary action.

## ZERO TOLERANCE

Tennessee State Law directs that students found to be in violation of a zero tolerance offense shall be expelled from school for a period of not less than one calendar year. Zero Tolerance disciplinary offenses include, but are not limited to:

- unlawful possession of any drug including those considered a controlled substance on school grounds or at a school-sponsored event
- bringing to school or being in possession on school property of a firearm
- committing aggravated assault against any school employee or officer
- threats to commit an act of mass violence on school property or at a school-related activity, by any means of communication

## **ATHLETICS, CLUBS, AND ORGANIZATIONS**

Halls High School encourages participation in athletics, the arts and other school-sponsored extracurricular activities. Such participation is a privilege. No one is guaranteed a place with a team/organization. In order to be an active participant, the student must be ready to meet the standards established by the school, coaches and sponsors. A student's academic performance and their behavior at Halls High School and in the community can impact their ability to participate. Halls High School also encourages you to support our student-athletes by attending competitions and sitting with the student section.

### **ATTENDANCE FOR ATHLETES:**

Student athletes are expected to be in class at all times. An athlete must be in school at least half of the school day (3 hours and 15 minutes) to participate that day in a game or practice. Student athletes who are suspended out of school may not participate nor be on campus.

### **TSSAA ELIGIBILITY & REQUIREMENTS**

Halls High School is a member of the Tennessee Secondary School Athletic Association. TSSAA requires that a student meet the following criteria for eligibility:

1. A student must earn six credits the preceding school year to be eligible to participate in athletics. All credits must be earned by the first day of the beginning of the school year.
2. A student must be enrolled before the 20th school day of the semester, in regular attendance, and carrying a full class load.
3. A student who engages in three or more days of practice, including spring practice, with a high school in which he or she is enrolled shall be ineligible in that sport for 12 months if the student enrolls in another school without a corresponding change in the residence of his or her parents.
4. A student shall be ineligible in high school if he or she becomes 19 years of age on or before September 1.
5. A student is permitted eight semesters of eligibility beginning with the ninth grade.
6. In order for a transfer student with an athletic record to be eligible at another school, there must be a bona fide change of residence by the athlete's parents.
7. The Executive Director of TSSAA must approve all transfer students before participating in any game.
8. A student whose name is listed on the school eligibility report cannot participate in an independent game or meet until the season has closed in that particular sport. (This does not include golf or tennis.)
9. A registered athlete cannot accept money for athletic skills in any TSSAA sponsored sport.
10. The athlete or his parents must pay all expenses to an athletic camp where specified instruction is offered.

None of the above rules may be set aside by mutual agreement of the school. Information about TSSAA rules and regulations can be found at [www.tssaa.org](http://www.tssaa.org).

# GET INVOLVED RED DEVILS



## Clubs and Activities

- Band - Eric Baumgardner (eric.baumgardner@knoxschools.org) and Ashley Sadler (ashley.waller@knoxschools.org)
- Breakdance Club - Michael Kerr (michael.kerr@knoxschools.org)
- Chorus - Elizabeth Williams (elizabeth.williams@knoxschools.org)
- Color Guard - Ashley Sadler (ashley.waller@knoxschools.org)
- Drama Masquerade Players - Traci Angelini (traci.angelini@knoxschools.org)
- Dungeons and Dragons Club - Gabriel Surovey (gabriel.surovey@knoxschools.org)
- Ecology Club - Kerrie Coley (kerrie.coley@knoxschools.org)
- FBLA (Future Business Leaders of America) - Cheri Duncan (cheri.duncan@knoxschools.org) and Trina Polston (trina.polston@knoxschools.org)
- FCA (Fellowship of Christian Athletes)/The Well - Houston Qualls (houston.qualls@knoxschools.org)
- FCCLA (Family, Career, and Community Leaders of America) - Morgan Hite (morgan.hite@knoxschools.org)
- French Honor Society - Amy Thomas (amy.thomas@knoxschools.org)
- GSA - Erica Johnson (erica.johnson@knoxschools.org) and Brandi Hartsell (brandi.hartsell@knoxschools.org)
- National FFA - Patti Keep (patti.keep@knoxschools.org)
- HOSA (Future Health Professionals) - Erika Neely (erika.neely@knoxschools.org) and Kailey Ryan (kailey.ryan@knoxschools.org)
- Indoor Percussion Ensemble - Eric Baumgardner (eric.baumgardner@knoxschools.org)
- Jazz Band - Eric Baumgardner (eric.baumgardner@knoxschools.org)
- Just Can't Dance Club - Miki Cates (miki.cates@knoxschools.org)
- Leadership Club - Rebecca Smith (rebecca.smith@knoxschools.org)
- Madrigals - Elizabeth Williams (elizabeth.williams@knoxschools.org)
- National Honor Society - Mary Roberts (mary.roberts@knoxschools.org) and Amy Thomas (amy.thomas@knoxschools.org)
- projectU - Kaycee Miller (kaycee.miller@knoxschools.org) and Catie Eskew (caton.eskew@knoxschools.org)
- Red Cross Club - Candace Hoskins (candace.hoskins@knoxschools.org)
- Robotics Team - Morgan Everett (morgan.everett@knoxschools.org)
- Skills USA - Lisa Woods (lisa.love@knoxschools.org)
- Student Government Association (SGA) - Katie Webb (katherine.shanton@knoxschools.org)
- Teens for Christ - Dr. Jason Bland (jason.bland@knoxschools.org)
- VSBA Book Club - Brandi Hartsell (brandi.hartsell@knoxschools.org)
- Winter Guard - Chasity Hobby (hobbycs09@gmail.com) and Ashley Sadler (ashley.waller@knoxschools.org)
- Writers Club - Miki Cates (miki.cates@knoxschools.org)
- Yearbook - Morgan Hite (morgan.hite@knoxschools.org) and Brittany Housewright (brittany.housewright@knoxschools.org)

## Athletics

- Baseball - Doug Polston (doug.polston@knoxschools.org)
- Basketball (boys) - Clint Sharp (clint.sharp@knoxschools.org)
- Basketball (girls) - Savannah Harrison (savannah.harrison@knoxschools.org)
- Cheerleading - Cheri Duncan (cheri.duncan@knoxschools.org)
- Cross Country - Tom Dever (tom.dever@knoxschools.org)
- Dance Team - Katie Roach (katie.treece@knoxschools.org) and Miki Cates (miki.cates@knoxschools.org)
- Football - Brent Hughes (brent.hughes@knoxschools.org)
- Golf - Ashley McGaha (ashley.mcgaha2@knoxschools.org)
- Red Nation Anglers - Jerry Lewis (jerry.lewis@knoxschools.org)
- Softball - Bryan Gordan (bryangordan38@gmail.com)
- Soccer (boys) - Eldon English (eldon.english@knoxschools.org)
- Soccer (girls) - Shannon Burnett (shannon.burnett@knoxschools.org)
- Tennis - TBD
- Track & Field - Tony Tampas (tony.tampas@knoxschools.org)
- Volleyball - Abigail McFarlane (abigail.mcfarlane@knoxschools.org)
- Wrestling - Shannon Sayne (sesayne@yahoo.com) and Houston Qualls (houston.qualls@knoxschools.org)



Updated August 2022



## 2024-2025 Knox County Schools Calendar

Thursday, August 1	First Day for Teachers (School Based In-Service Day)
Friday, August 2	Systemwide In-Service Day (PreK-12)
Monday, August 5	Administrative Day (Teacher Work Day)
Tuesday, August 6	Systemwide In-Service Day (½ Day School-based); Administrative Day (½ Day Teacher Work Day); 6 <sup>th</sup> and 9 <sup>th</sup> Grade Orientation
Wednesday, August 7	Administrative Day (Teacher Work Day)
Thursday, August 8	First Day for Students (½ Day)
Wednesday, August 14	Early Release Day for Students
Monday, September 2	Labor Day Holiday (Knox County Schools Closed)
Monday, September 9	End 4½-weeks Grading Period
Tuesday, September 17	Constitution Day (Knox County Schools Open)
Wednesday, September 18	Early Release Day for Students
Friday, October 4	End First 9-weeks Grading Period
Monday, October 7 – Friday, October 11	Fall Break
Tuesday, November 5	Systemwide In-Service Day (PreK-12) (Student Holiday)
Wednesday, November 13	End 4½-weeks Grading Period
Wednesday, November 20	Early Release Day for Students
Wednesday, November 27 – Friday, November 29	Thanksgiving Holidays (Knox County Schools Closed)
Friday, December 20	½ Day for Students; End Second 9-weeks Grading Period; End First Semester
Monday, December 23 – Thursday, January 2	Winter Break
Friday, January 3	Systemwide In-service Day (½ Day School-based); Administrative Day (½ Day Teacher Work Day)
Monday, January 6	First Day for Students after Winter Break (Full Day)
Monday, January 20	Martin Luther King, Jr. Day (Knox County Schools Closed)
Wednesday, January 22	Early Release Day for Students
Wednesday, February 5	End 4½-weeks Grading Period
Wednesday, February 12	Early Release Day for Students
Monday, February 17	Systemwide In-Service Day (PreK-12) (Student Holiday)
Monday, March 10	End Third 9-weeks Grading Period
Monday, March 17 – Friday, March 21	Spring Break
Wednesday, March 26	Early Release Day for Students
Thursday, April 17	End 4½-weeks Grading Period
Friday, April 18	Holiday (Knox County Schools Closed)
Monday, April 21	Systemwide In-Service Day (School-based)
Thursday, May 22	Last Day for Students (½ Day); End Fourth 9-weeks Grading Period; End Second Semester
Friday, May 23	Administrative Day (Teacher Work Day) – Last Day for Teachers
Thursday, June 19	Juneteenth Holiday (Knox County Schools Closed)

### Calendar Summary

180	Instructional Days*
4	Administrative Days
2	Unscheduled In-Service Days
1	Unscheduled Parent-Teacher Contact Hours Day
6	Scheduled In-Service Days
10	Vacation Days

\*In accordance with T.C.A. § 49-6-3004 – 177 student instructional days plus 3 days accumulated under daily 7-hour schedule.

Note: This calendar allows cancellation of up to 8 instructional days due to inclement weather or serious outbreaks of illness before any make up days will be required.

[knoxschools.org](http://knoxschools.org)