

**FULTON HIGH SCHOOL**

**STUDENT AND PARENT INFORMATION GUIDE  
2020-2021**



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## 2020-2021 Knox County Schools Calendar

*(Board approved revisions, 7/15/2020)*

August 3 (Monday)	First Day for Teachers – In-service (Building)
August 4 (Tuesday)	In-service Day (PreK-12 System-wide)
August 5 (Wednesday)	Administrative Day (Teacher Workday)
August 6 (Thursday)	In-service Day (1/2 day--School-based); Administrative Day (1/2 day--Teacher Workday);
August 7 (Friday)	Administrative Day (Teacher Workday)
August 10 (Monday)	Inservice (School-based)
August 11 (Tuesday)	Inservice (School-based)
August 12 (Wednesday)	Inservice (School-based)
August 13 (Thursday)	Inservice (School-based)
	Orientation for 6 <sup>th</sup> and 9 <sup>th</sup> graders
August 14 (Friday)	Inservice (School-based)
August 17 (Monday)	First Day for Students (1/2 day for students)
September 7 (Monday)	Labor Day – Holiday
September 11 (Friday)	End 4½ weeks Grading Period
September 17 (Thursday)	Constitution Day (Students in school)
October 9 (Friday)	End First 9-weeks Grading Period (44 days)
October 12-16 (Monday-Friday)	Fall Break
November 3 (Tuesday)	In-service Day (PreK-12 System-wide) (Student Holiday)
November 16 (Monday)	End 4½ weeks Grading Period
November 25-27 (Wednesday-Friday)	Thanksgiving Holidays
December 18 (Friday)	1/2 day for students
	End Second 9-weeks Grading Period (41 days)
	End First Semester (85 days)
December 21 – January 1 (10 days)	Winter Holidays
January 4 (Monday)	In-service Day (1/2 day--School-based); Administrative Day (1/2 day--Teacher Workday) (Student Holiday)
January 5 (Tuesday)	First Day for Students after Winter Holidays
January 18 (Monday)	Martin Luther King, Jr. Day – Holiday
February 5 (Friday)	End 4½ weeks Grading Period
February 15 (Monday)	In-service (Building) (Student Holiday)
March 12 (Friday)	End First 9-weeks Grading Period (Third 9-weeks Grading Period) (47 days)
March 15-19 (Monday-Friday)	Spring Break
April 2 (Friday)	Holiday
April 5 (Monday)	In-service Day (PreK-12 System-wide) (Student Holiday)
April 23 (Friday)	End 4½ weeks Grading Period
May 25 (Tuesday)	Last Day for Students (1/2 day for students)
	End Second 9-weeks Grading Period (Fourth 9-weeks Grading Period) (45 days)
	End Second Semester (92 days)
May 26 (Wednesday)	Administrative Day (Teacher Workday) – Last Day for Teachers

### Calendar Summary

177 Instructional Days (excludes days earned through extended hours)
4 Scheduled Administrative Days
2 Unscheduled In-service Days
1 Unscheduled Parent-Teacher Contact Hours (formerly Teacher-Parent Conference Day)
6 Scheduled In-service Days
<u>10</u> Vacation Days
200 Days Total

Under this calendar the Knox County Schools may cancel up to five (5) instructional days due to inclement weather before any makeup days will be required.

## 2020-2021 DAILY SCHEDULES

2020-2021 NEST Schedules (Monday, Tuesday, Thursday, & Friday)		
1st Block	8:25	8:25 - 9:06
	9:50	9:09 - 9:50
5 Minutes Passing Time		
2nd Block	9:55	9:55 - 10:36
	11:20	10:39 - 11:20
5 Minutes Passing Time		
3rd Block (Lunch Embedded)	11:25	11:35 - 12:08
	1:25	12:11 - 12:54
5 Minutes Passing Time		
NEST	Begins	1:30
	Ends	2:00
Monday = 1st Block ~ Tuesday = 2nd Block ~ Thursday = 3rd Block ~ Friday = 4th Block		
5 Minutes Passing Time		
4th Block	2:05	2:05 - 2:46
	3:30	2:49 - 3:30
Lunch Schedule		
1st Lunch	Begins	11:25
	Ends	11:52
2nd Lunch	Begins	11:56
	Ends	12:23
3rd Lunch	Begins	12:27
	Ends	12:54
4th Lunch	Begins	12:58
	Ends	1:25

2020-2021 Early Release (Wednesday)		
1st Block	8:25	8:25 - 8:57
	9:32	9:02 - 9:32
5 Minutes Passing Time		
2nd Block	9:37	9:37 - 10:09
	10:44	10:12 - 10:44
5 Minutes Passing Time		
4th Block	10:49	10:49 - 11:21
	11:56	11:24 - 11:56
5 Minutes Passing Time		
3rd Block (Lunch Embedded)	12:01	12:01 - 12:41
	2:00	12:45 - 1:25
Lunch Schedule		
1st Lunch	Begins	12:01
	Ends	12:28
2nd Lunch	Begins	12:32
	Ends	12:59
3rd Lunch	Begins	1:03
	Ends	1:30
4th Lunch	Begins	1:34
	Ends	2:00

## **GENERAL INFORMATION**

### **ACADEMIC POLICY FOR EXTRACURRICULAR AT FULTON HIGH SCHOOL**

Purpose - The purpose of this policy is to set a standard of excellence for Fulton High School students both in the classroom and on the various fields of extracurricular competitions. This policy recognizes that our students involved in extracurricular activities are the leaders of our student body and they set the tone for the rest of our school. When these students are applying themselves to reach their potential in the classroom, the rest of the Fulton Family will do the same.

Students Included - Any student who participates in an extracurricular activity at Fulton High School must meet the guidelines set forth in this policy. Extracurricular activities include but are not limited to the following: Athletics (Football, Soccer, Golf, Cross Country, Volleyball, Basketball, Wrestling, Baseball, Softball, Tennis, Track and Field), Marching Band, Winter Guard, Band Competitions, NJROTC Competitions, HOSA, TSA, Skills USA, ProjectU, Ethics Bowl, Comic Book Club, Environmental Club, Choral Competitions, Open Studio, and other academic competitions.

**Additional information about student expectations and processes can be found at [\(Fulton Extracurricular Policy\)](#)**

### **EXTRACURRICULAR ACTIVITY CONTRACT**

Extracurricular activities have long been a part of the high school experience. Fulton High school has a rich tradition in athletics, the arts, student government, and many other extracurricular activities. This participation that represents our school and community brings much pride and recognition to Fulton. Our students are the face of Fulton and we want to represent the Fulton High School family in the best manner possible.

**Participation in extracurricular activities is a privilege not a right and with privilege comes responsibility.** The same high standards which are expected in the classroom are also expected in the community at large.

If any student has been charged with a misdemeanor, he or she is suspended from all extracurricular activities until a meeting is held with the school, parents, coach and the Athletic Director. After hearing the particulars of each incident, the Administration will decide on the length of the suspension.

Any student that is charged with a felony shall not participate in any activities until the matter is held in court or charges are dismissed. Any student who is found guilty of the charges will be denied participation in any extracurricular activity at Fulton High School.

## **ACADEMIC INTEGRITY**

Plagiarism is a serious offense. By definition, it is the act of stealing and using the ideas or writings of another as one's own. Discipline for students cheating or plagiarizing on daily academic work will be the responsibility of the teacher. Parents will be contacted. Academic grades will be affected as well as academic honors, ranking, standing, and membership to organizations.

## **ATTENDANCE**

According to School Board policy, maximum effort is made in all classrooms to provide a quality learning experience each day; therefore, time out of a class represents a loss of valuable learning. Knox County's policies for attendance are designed to encourage students to take personal responsibility for their class attendance and tardies, to provide an opportunity for students to make up work missed, and to eliminate excessive absences from their attendance record. ([J-120](#))

## **BUS INFORMATION AND EXPECTATIONS**

Bus transportation is provided for Knox County students who live outside the Parental Responsibility Zones (PRZ) for each school.

Discipline on our school buses is a priority in order to insure the safety of all children. Bus transportation provided by the Knox County School System is considered to be an extension of the school day. Therefore, just as appropriate behavior is expected in the classroom, it is expected on the bus. Knox County bus rules are posted on each bus; failure to cooperate with the driver may result in removal of student riding privileges and/or suspension from the bus. ([J-250](#))

[Bus route information](#)

[Student bus expectation and handbook.](#)

## **GUIDELINES FOR STUDENT MESSAGES, PACKAGES, FLOWERS, BALLOONS, ETC..**

To avoid excessive announcements, interruptions, and the overloading of office personnel, only emergency messages or packages (such as forgotten lunches, lunch money, etc.) from parents or guardians will be accepted for distribution to students during school hours. Students will be called to the office between classes only. On Valentine's Day, deliveries will not be accepted so that the educational process is not disrupted. Also, it is against Knox County Schools policy for any fast food delivery to be received by students.

## **CAFETERIA RULES AND GUIDELINES**

All food and drinks must be consumed in DESIGNATED AREAS only unless by special permission. Eating areas are to be left **clean and trash-free and trays properly returned to designated area. NO commercial food is to be brought or delivered to students on campus during school hours.**

**Visitors** are not permitted in the cafeteria during lunch periods without administrative approval. All school behavior guidelines should be followed during lunch.

**Students must remain in the cafeteria, or in designated outside areas during lunch periods. Students should not be in instructional or unsupervised areas.**

No food and drink (except water) is permitted in classrooms or other instructional areas except by special permission.

### **VENDING MACHINES**

Vending machines are placed throughout the building. Machines will remain on our campus provided students are responsible in seeing that drink cans and trash are disposed of properly. The administration will not continue to provide this service if the student body fails in its responsibility to keep the building and campus clean. Vandalism of machines will result in machines being removed. These machines are full-service machines, and the school will not be responsible for refunds or exchanges.

### **AREAS OFF-LIMITS**

See “Unauthorized Area” in the discipline guidelines for consequences related to these areas.

- Automobiles or other vehicles parked on campus during school hours without administrator approval
- All parking lots and roadways.
- All rooms set aside for staff only (lounge, restrooms, office, etc.).
- Hallways, lockers, and all stairwells:
  - during class time (unless in possession of hall pass).
  - during lunch (unless in possession of a hall pass).
  - library during lunch (unless in possession of a specific pass from the Librarian)
- Restrooms (unless in possession of teacher’s pass).
- Handicapped and staff restrooms.
- Behind the school office counter.
- Bridge to Broadway and steps leading to bridge.
- Auditorium/gym, football field, and circle side during non-scheduled time.
- Elevator without a pass.
- Park adjacent to gym (this is an off campus area).
- Any unsupervised area during classes without permission.
- In the building or on campus after 3:45 without staff supervision for a school activity. In the building before the designated time in the morning without staff supervision.  
*Gym area is off limits after school unless you have an after school activity and have a coach present*



## **HALL PASS**

Any student outside of their assigned classroom during normal class times is required to have a hall pass. Any student found without a hall pass will be escorted to his or her SLC Administrator to determine next steps.

Depending on the circumstances, being in the hallway without a pass could result in disciplinary action as defined in the discipline guidelines found at the end of this document.

Any student that refuses to comply with a request from a staff member related to the absence of a hall pass will immediately be in violation of Non-Compliance with a Staff Request (see discipline table)

## **VISITORS**

Visitors must check into the Main Office and show photo ID. It is the discretion of administration to issue a pass to visitors. School doors will be locked at 8:30. Visitors should enter through the 3<sup>rd</sup> Floor lobby using the Video Phone buzzer system.

## **ILLNESS OR INJURY AT SCHOOL**

If a student becomes ill or injured, he or she should notify a faculty member immediately. The teacher is then to notify the administration. If a student spends a class period in a restroom, this will be treated as an unexcused absence and class cut. Students who need to use the phone must have a signed hall pass from their teacher.

## **GUIDELINES FOR MEDICATIONS**

No medication of any kind shall be self-administered by students, even with assistance from school nurses or other school personnel, except when medication must be given on a long term basis and is necessary to affect an improvement in, or control of, a health problem during the school hours. Medications such as Tylenol, aspirin, and other over the counter (O.T.C.) medications are included in these regulations. Any student who is required to take medication during the regular school hours must comply with the medication policy.

[\(J-352\)](#)

## **FIRE, DISASTER, AND LOCKDOWN DRILLS**

Fire and disaster drills at regular intervals are required by law and are an important safety precaution. It is essential that when the first signal is given, everyone obeys promptly and clears the building by the prescribed route as quickly as possible.

## **EARLY DISMISSAL**

**All Students Who Are Checking Out Of School Must Be Signed Out By A Parent Or Someone Designated On Their Emergency Card. No Notes For Check Out Will Be Accepted.** The parent or legal guardian or others noted on the emergency contact card must come into the Main Office and provide photo ID before checking students out.

Students who are on work based learning will have to check out through the Main Office each day. Co-op and work release students must be sixteen years old and enrolled in the class in order to be eligible for dismissal.

To be counted present for the day, a student must be in school for 3 hours and 16 minutes. Students who are 18 will be expected to follow early dismissal guide

### **PERSONAL BELONGINGS**

Students should not bring personal belongings to school due to the risk of loss or theft. Knox County Schools are not responsible for items that are lost or stolen. iPods, MP3 players, headsets, cell phones, etc. should not be used during instructional time, unless they are used for instructional purposes as designated by the classroom teacher.

### **INTERNET ACCESS**

Before any student may access the Internet at school, an application and agreement form outlining terms and conditions for Internet use must be completed, signed by parent/guardian and returned to school. Students who misuse or abuse the Internet access or computers will be subject to loss of privilege, disciplinary action and possible legal action.

[\(Guidelines for Acceptable Use of Electronic Media\)](#)

### **GRADING SCALE**

Class % Range	Grade	Regular Quality Points	Honors Quality Points	AP/Dual Enrollment Quality Points
93-100	A	4	4.5	5
85-92	B	3	3.5	4
75-84	C	2	2.5	3
70-74	D	1	1.5	2
0-69	F	0	0	0

<https://www.knoxschools.org/Page/12438>

### **END-OF-COURSE TESTS**

Examination dates for the entire school year are published well in advance so that families may plan accordingly to avoid conflicts on examination testing dates. Our staff will not be asked by the administration to give examinations early except in very exceptional situations.

State EOC examinations will be given in English I, English II, Algebra I, Geometry, Algebra II, US History, and Biology. The results of these tests will be calculated as 15% of the final grade (in accordance with TCA 49-1-302(2)). Students will take KCS final exams for all other classes and results will also be calculated as 15% of the final grade. Students will not be required to pass any one examination, but instead must achieve a passing score for the final cumulative grade.

## GRADUATION REQUIREMENTS

### [Fulton High School Graduation Requirements](#)

A diploma shall be awarded to students who have earned the prescribed 28 credits, take the ACT and the civics exam and have a satisfactory record of attendance and discipline.

CORE SUBJECTS	Number of Credits
English	4 (English I, II, III, IV)
Mathematics	4 (Algebra I, Geometry, Algebra II, and one higher level math)
Science	3 (Biology, Chemistry or Physics, and one additional lab science)
World History and Geography	1
US History and Geography	1
US Government and Civics	½
Economics	½
Phys. Ed and Health	1.5 (Wellness and one additional ½ credit)*
Personal Finance	½
Elective Focus	3**
University Admissions	Students must complete two units of the same world language and one unit of fine/performing arts. ***
Elective Credits	6
Total	28

## TEXTBOOKS

Textbooks are furnished by the state of Tennessee with the understanding that parents are responsible for lost, stolen, or damaged books. Report cards/grades will be withheld until Fulton High School is reimbursed. Textbooks will not be issued until all debts are cleared.

## **SCHOOL DAY**

The school day begins when you get on the bus in the morning or enter the campus via private transportation and ends when you get off the bus in the afternoon or your vehicle leaves the campus. The exception to the above is attendance at school-sponsored events.

When you arrive on campus you will have to go to your SLC designated areas:

9th Grade - Library

9th Grade - Auditorium Balcony

10 Grade- Gym

SP- Cafeteria

HS- Lower Auditorium (split)

FulCom- Lower Auditorium (split)

*Students will not be allowed in other parts of the building before 8:15 without teacher's written permission. All students should be out of the building by 3:45 unless they are under direct supervision of a teacher.*

After 8:15, every student needs to enter by the main entrance near the library.

**Upon arrival to the school campus, students are not to leave unless they have obtained administrative permission and signed out. Students are not allowed to go in or around vehicles during the school day. Students on field trips must not leave assigned areas without permission. Any of the above may result in disciplinary action.**

## **TARDIES AND LATE ARRIVALS**

The student is expected to establish a habit of punctuality to school and all classes.

Students are to report on time to class. Tardies will be recorded by teachers.

1-3 tardies: teacher documents and makes a phone call to parent/guardian on the 3rd tardy.

4-6 Discipline referral. SLC Administrator will handle it appropriately.

## **CELL PHONES AND ELECTRONIC DEVICES**

Personal Communication Devices (PCD) and personal electronic devices including, but not limited to, cell phones, camera, recorder, CD players, iPods, MP3 players, netbooks, laptop or notebook computers or iPads may be stored in backpacks, purses, or personal carryalls.

However, the use of the devices during class-time is forbidden unless approved for an academic activity by the principal or the principal's designee. This is not intended to discourage the use of these devices for instructional purposes, but to establish parameters and appropriate oversight for their use. Improper use or storage of PCDs and electronic devices may result in confiscation

of the device until it can be released directly to a student's parents and/or guardians. A student in violation of this policy is subject to related disciplinary action.

Students may possess PCDs while on school property. The devices may be used before and after school. The principal or the principal's designee may grant a student permission to use a PCD during class time for a specific academic purpose or at other times for other purposes that the principal deems appropriate.

**Students are prohibited from taking unauthorized photographs or making unauthorized recordings of others at school, on school transportation or at school sponsored events. This may result in up to a 4 day out of school suspension.**

**WARNING:** The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.) may constitute a CRIME under state and or/federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest, criminal prosecution, and LIFETIME inclusion on sexual offender registries.

[Use of Personal Communication Devices Policy \(J-240\)](#)

The use of cell phones, iPods and electronic devices with headphones will be allowed in the cafeteria before 8:15, during the student's assigned lunch, and between classes. The use of cell phones, iPods and electronic devices will be permitted in the hallways between classes. All cell phones, iPods, and electronic devices must be put away before entering class.

Cell phones may ONLY be used in class with teacher permission if it is part of the instructional lesson

When a cell phone is used without permission during instruction, the teacher will:

- Request that the student put his/her phone in the designated envelope;
- Give the envelope to an SLC principal (or main office staff if principal is unavailable); SLC principal gives envelope to main office; main office logs phone;
- Main office locks them up until retrieved

4<sup>th</sup> block teachers may hold onto phone until the end of class (instead of taking it to office)

When 4<sup>th</sup> block teacher takes up a phone, he/she should email or call main office so that phone violation can be logged in main office

Offenses/Consequences:

- ❑ 1<sup>st</sup> offense: student may pick up the phone in the office at the end of the school day (no earlier than 3:30)
- ❑ 2<sup>nd</sup> offense: parent must pick up phone

- ❑ 3<sup>rd</sup> offense and beyond: parent conference; parent can pick up the phone during the conference.

**If a student refuses to follow policy/refuses to hand the phone over to the teacher, it becomes an issue of non compliance which could result in disciplinary action up to 2 days OSS. Number of days incurred will reset to zero at the beginning of each semester.**

## **DRESS CODE**

Students are expected to come to school looking clean and neat and dressed in a manner which is accepted as being in good taste and is not distracting to others.

**Masks will be required for all students and staff members. This policy will be enforced consistently and appropriately. KCS Mask Policy ([C-240](#))**

In the absence of an exception, students who refuse to wear a mask or face covering inside a Knox County

School facility shall have the following consequences:

- (1) Verbal Warning
- (2) 2nd offense verbal warning
- (3) Quarantine from general population
- (4) Parent pick up

Students will follow the KCS Dress Code Policy ([J-260](#)). Students must wear a shirt in their SLC color. If an outer layer is worn (jacket, hoodie, etc) it must also be in the students SLC color. Designs are permitted as long as the shirt has a predominant base color. All clothing must meet KCS dress code guidelines

- **Merlin House Color: Navy**
- **Peregrine House Color: Maroon**
- **School of Health Science Color: White**
- **School of Communication Color: Black**
- **School of Skilled Professions Color: Gray**

**All students must adhere to the following at all times of day, including in the hallways during class change and in the cafeteria during lunch.**

## VEHICLE REGISTRATION

Driving to school is a privilege, not a right, and may be revoked at any time if students abuse their privilege. When a student is granted permission to drive to and from school, he/she agrees to abide by these guidelines: [\(J-510\)](#)

- Be in possession of his/her own valid Tennessee driver's license.
- Pay the annual, non-refundable parking fee (\$45.00). The presence of a security officer at Fulton High School is in no way a guarantee by the school, or by the Knox County Board of Education, that either the school or the Board will assume responsibility for any damage incurred by vehicles parked on campus. It is the intent that the presence of the security officer will decrease the chances of vehicles receiving any damage due to accident or vandalism, but that cannot be guaranteed.
- Abide by all rules relating to student driving. These include, but may not be limited to:
  - Park only in a lined space in area designated as student parking. Seniors only will park in the senior lot; all other students will park in the upper parking lot by the gym
  - Arrive promptly to avoid tardiness.
  - Leave vehicles immediately.
  - Do not return to vehicles after arrival unless receiving approval from the office.
  - Do not leave campus after arrival unless receiving permission from the office.
  - Observe the speed limit on campus of 10 m.p.h.
  - Properly display parking permit.
  - Maintain the volume on radios or other sound systems in vehicles at a level so that they are not a nuisance to others nor disruptive to classes.
- Every student driver must purchase a non-transferable parking permit designed to be placed inside the windshield on the driver side of the vehicle. In the event a permit is lost or stolen, it must be reported immediately. A replacement permit may be issued for a \$5.00 fee. Otherwise, the student may lose the privilege of driving.
- Student parking will be limited to the spaces available. Once this number is reached no further permits will be sold.
- If a non-registered vehicle is parked on campus, the vehicle is subject to being towed at the owner's expense.
- Students should use the steps next to the gymnasium when walking from the school parking lot to the main building.

## INTIMIDATION, BULLYING, SEXUAL, RACIAL, ETHNIC, AND RELIGIOUS HARASSMENT OF STUDENTS

Knox County Schools prohibits acts of harassment, intimidation and bullying. Harassment, intimidation or bullying means any gesture, written on **paper or electronically**, verbal, physical or psychological act that takes place on school property and any school-sponsored function or on a school bus. [\(J-211\)](#)

Students are expected to treat their fellow students with dignity and respect at all times on school property and during school programs and activities. [Students are strongly encouraged to report acts of harassment to teachers or administrators immediately.](#) The school will investigate any report of such behaviors, take prompt and fair action to resolve the situation and prevent its continued occurrence.

**Students are prohibited from taking unauthorized photographs or making unauthorized recordings of others at school, on school transportation or school sponsored events.**

### **PERSONAL ARGUMENTS, CONFRONTATIONS, AND FIGHTING**

If a student is having a problem with another student, he or she should report it to an [administrator, teacher, guidance counselor, or Project GRAD](#). The student may also report it using the [anonymous tip line](#). A mediation conference to settle the argument can be scheduled immediately. After mediation, students may be asked to sign a behavior contract. Upon observing an argument or confrontation in progress, teachers or students should immediately report those involved to an administrator. Restorative practices will be used throughout the process.

### **KNOX COUNTY SCHOOL BOARD GANG POLICY**

Knox County Schools prohibit the activities of criminal gangs on school property. [\(J-300\)](#)

### **MISBEHAVIORS AND DISCIPLINARY OPTIONS**

The behavior code addresses the language used by students, respect for all school employees, fighting, threats, weapons on school property or at school functions, damage to the property of person or others, misuse or destruction of school property, drug or alcohol abuse, the sale or distribution of drugs or alcohol, student conduct on school property, conduct in classes and on school buses. [\(J-191\)](#)

### **ZERO TOLERANCE OFFENSES**

In order to ensure a safe and secure learning environment free of drugs, violence and dangerous weapons, any student who engages in the behaviors listed in [J-194](#) shall be removed from the base school for a period of not less than one (1) calendar year.<sup>1</sup> And shall be offered an alternative placement to complete school work. The Director of Schools has the authority to modify this suspension requirement on a case-by-case basis. [\(J-194\)](#)

### **SUSPENSIONS AND EXPULSIONS**

Out-of-school suspension is considered an excused absence. Make-up work will be allowed. If a **Disciplinary Hearing** is scheduled, the child cannot return to school until the meeting is



**held. Students under suspension or expulsion are not allowed on any Knox County School property and may not attend any school function. Failure to adhere to this policy may result in additional disciplinary actions and possible legal action.**

- In a coordinated effort with the Juvenile Court System and Knox County School Board, Fulton High School supports the position of zero tolerance.
- Pulling a fire alarm for any purpose other than to report a fire, is a federal offense and therefore subject to discipline by Knox County Schools and the court system.

**Any discipline involving out-of-school suspension shall follow the due process procedures of this handbook and the guidelines of the Fulton High School Discipline Code. The administrator shall consider extenuating or mitigating circumstances.**

## **SEARCHES OF STUDENTS**

If an administrator has a reasonable suspicion that a student is concealing anything, the possession of which is prohibited by law or school rules, a search of that student's person, personal possessions, locker, or car will be conducted. **Permission for such searches by school officials is provided by law.** When deemed necessary, police dogs are used to search the building and parking lot. Parents/Guardians will be notified by an administrator.

[\(J-200\)](#)

**IN SCHOOL REFLECTION (I.S.R.):** I.S.R. is a consequence sometimes given for inappropriate behavior or to provide a student a time to reset and reflect. This consequence involves placement of the student in a designated classroom with an authorized staff member.

## **RESTORATIVE LEARNING CENTER (R.L.C.)**

The purpose of the Restorative Learning Center (RLC) is to help students manage conflict and tensions by repairing harm and building relationships. Our mission is to work "WITH" students and away from doing "TO" students. Students are assigned ½ day of RLC based on discipline referral by a school administrator. However, students are limited to 3 days/ 3 incidents (per semester). While in RLC students will work on the 5 Casel Competencies:

- Self-Awareness
- Self Management
- Social Awareness
- Relationship Skills
- Responsible Decision Making

If a student refuses or disrupts RLC they will be referred to their administrator for further discipline. Students in RLC are expected to meet the same expectations set forth by the school.

## Daily Schedule

- 8:25 – 8:35 Overview Expectations, Check in and the schedule for the day
- 8:35 – 8:45 Circle time
- 8:45 – 9:15 Class instruction
- 9:15 – 9:30 Individual work (CaseI Competency)
- 9:30 – 9:40 Small groups
- 9:40 – 9:50 Exit Ticket
- 9:55 – 10:25 Class discussion
- 10:25 – 10:45 Individual work time
- 10:45 – 10:55 small groups
- 10:55 – 11:10 Closing Circle
- 11:10 – 11:20 Reflection Sheet

Student completes Reflection Sheet upon exiting.

## **ALTERNATIVE TO SUSPENSION (A.T.S.)**

The purpose of ATS is to reduce the number of out of school suspensions and provide additional opportunities for academic success.

Students must report to the side door (right side of school, if facing the front door) at 8:25 a.m. Students will only be able to attend ATS 2 times per semester and are required to complete all assignments. Failure to meet these expectations will result in further disciplinary action.

## **Fulton High School Alternative to Suspension (ATS) Expectations**

**OUT OF SCHOOL SUSPENSION (O.S.S.):** This is a consequence given for persistent misbehavior of such a serious nature as to warrant being prohibited from school attendance. Students who receive O.S.S. are subject to the following rules:

- The student is not allowed at any time on any Knox County School property.
- The student is not allowed to attend any school function, including, but not limited to, athletic events, dances, or school performances.
  
- **Long Term Suspension:** Any out-of-school suspension that is longer than four consecutive days is considered “long term.” A disciplinary hearing will be held before any long-term suspension has been given.
- **Initial Hearing / Disciplinary Hearing:** When information is received by the Administration indicating that a student has committed a violation that could result in a suspension of more than four days, meetings will be scheduled for the following purposes in the order given below:

- **Notice of Disciplinary Hearing**
  - Document informing parent or guardian: the day, time and place of the upcoming disciplinary hearing.
  - Document will also include the alleged violation as well as student signature verifying the form will be delivered to parent or guardian.
  - S-Team will take place prior to a Disciplinary Hearing Meeting.
- **I.E.P. Team (Family, Special Education Teacher, Student and Admin attending.)**
  - To determine if violation is a manifestation of the Special Ed certification.
  - To determine if placement/programming is needed.
- **Disciplinary Hearing (Family, Student and Admin attending)**
  - To present information concerning the violation
  - To hear the student's statement or statements of others who may have information relative to the violation.
  - To determine guilt or innocence.
  - To determine the appropriate consequences for the violation

## Fulton High school

### Discipline Offenses And Recommended Consequences

Inappropriate Behavior Level ONE	Consequence - 1st Offense	Consequence - 2nd Offense	Consequence - 3rd Offense	Consequence - 4th Offense
Non-Compliance with Professional Dress	See Previous Cell Phone Policy on Page 14			
Vehicle Violation	Warning	Possible Loss of Privilege / Towing		
Tardy to Class	1 Block of ISS			
Tardy To School	Lunch Detention			
Public Display of Affection	Administrative Conference	1 Day of RLC		

Inappropriate Behavior Level TWO	Consequence - 1st Offense	Consequence - 2nd Offense	Consequence - 3rd Offense	Consequence - 4th Offense
Class Cut	Search and 1 Block ISS	Search and 1 day RLC	Search and 2 days RLC	Search and 2 days OSS
Profanity / Abusive Language in School	1 Day RLC	2 days RLC	2 days OSS	
Unauthorized Area	Escorted to class with possible search	1 day RLC and search	Search and Up to 4 Days OSS	

Failure to Serve Detention	1 day RLC	2 days RLC	1 day of OSS
Inappropriate Physical Contact/Horseplay	1 day RLC	2 days RLC	1 day of OSS

<b>Inappropriate Behavior Level THREE</b>	<b>Consequence - 1st Offense</b>	<b>Consequence - 2nd Offense</b>	<b>Consequence - 3rd Offense</b>	<b>Consequence - 4th Offense</b>
Cheating	This is a classroom issue resolved academically unless other circumstances are involved			
Cheating by Academic Theft (Stealing a Teacher's Test)	Up to 4 Days OSS			
Pornography	Up to 4 Days OSS			
Possession of Prescription or Non-Prescription Medication	Confiscate and depending on circumstances 1 Day RLC - Up to 4 days OSS			
Trespassing	Up to 4 Days			
Falsify/Forgery of Records	1 Day RLC	1 Day OSS	2 Days OSS	
Disruption of Class or School Environment	1 Block ISS up to 4 Days OSS			
Non-Compliance with Staff Request	1 Day RLC up to 4 Days OSS			
Profanity or Abusive Language Towards Staff Member	4 Days OSS	Disciplinary Hearing - Recommend Long Term OSS up to 45 days		
Theft of Property (under \$1000)	4 Days OSS	Disciplinary Hearing - Up to 45 Days OSS		
Possession of tobacco & electronic cigarettes	2 days OSS & KPD Referral	Up to 4 days OSS & KPD Referral	DH - 15 days OSS & KPD Referral	
Leaving School w/o Permission	1 day RLC and mandatory parent conference	1 day OSS	2 days OSS	4 days OSS

Inappropriate Use of Electronic Device	See Previous Cell Phone Policy on Page 12			
Tamper with Fire Alarm	10 days OSS	DH - 45 days OSS		
Possession or Igniting of Pyrotechnic	10 Days OSS	45 Days OSS		
Vandalism or Damage of Property	1 Day RLC up to 10 Days OSS			
Threat Class 1	1 to 4 Days OSS with Restorative Conference and possible student contract	10 Days OSS		
Fighting	DH - 10 days OSS	DH - 20 days OSS	DH - 45 days OSS	***Offenses for fighting cumulative for all years of HS
Bullying	Follow State Law for Investigating - Up to 4 Days OSS	Up to 45 Days OSS		
Cyberbullying	Follow State Law for Investigating - Up to 4 Days OSS	Up to 45 Days OSS		
Harassment	Follow State Law for Investigating - Up to 4 Days OSS	Up to 45 Days OSS		
Sexual Harassment	Follow State Law for Investigating - Up to 4 Days OSS	Up to 45 Days OSS		
Possession of Drug Paraphernalia	Disciplinary Hearing - Up to 30 Days OSS			

Inappropriate Behavior Level FOUR	Consequence - 1st Offense	Consequence - 2nd Offense	Consequence - 3rd Offense	Consequence - 4th Offense
Theft of Property (over \$1000)	Disciplinary Hearing - Up to 45 Days OSS			
Breaking and Entering	Up to 45 Days OSS			

Gang Activity	1 Day RLC - Parent Conference - KPD Notification	Up to 10 Days OSS - KPD Notification	Up to 45 Days OSS - KPD Notification
Threat Class 2	Up to 45 Days OSS		
Under the Influence	Disciplinary Hearing - 15 Days OSS		
Possession, Use, or Distribution of Alcohol	Disciplinary Hearing - Recommend 30 days OSS		
Sexual Misconduct	Disciplinary Hearing - 30 Days OSS	Disciplinary Hearing - 45 Days OSS	

<b>Inappropriate Behavior Level FIVE</b>	<b>Consequence - 1st Offense</b>	<b>Consequence - 2nd Offense</b>	<b>Consequence - 3rd Offense</b>	<b>Consequence - 4th Offense</b>
Assault of Staff	Disciplinary Hearing - Up to 45 Days OSS			
Assault of a Student	Disciplinary Hearing - Up to 45 Days OSS			
Aggravated Assault of a Student	Disciplinary Hearing - Up to 45 Days OSS			
Sexual Battery	Disciplinary Hearing - 45 Days OSS			
Possession of a Weapon (Other Than a Firearm)	Confiscate and Disciplinary Hearing - Up to 45 Days OSS			
Bomb Threat	Disciplinary Hearing - Up to 45 days OSS			
Felony Behavior	Disciplinary Hearing - Up to 45 days OSS			
Possession, Use, or Distribution of Illegal Drugs	Zero Tolerance Offense - Disciplinary Hearing - Not less than one calendar year			
Aggravated Assault of Staff Member	Zero Tolerance Offense - Disciplinary Hearing - Not less than one calendar year			
Possession of Explosive or Incendiary Device	Zero Tolerance Offense - Disciplinary Hearing - Not less than one calendar year			
Possession of Handgun, Shotgun, or Rifle	Zero Tolerance Offense - Disciplinary Hearing - Not less than one calendar year			

### **SCHOOL COUNSELOR**

Fulton High School has a school counselor assigned to each of the five Small Learning Communities. Each counselor is in place to assist students in individual academic planning and decision making, provide leadership in career development of all students, and coordinate and facilitate school wide testing. School counselors work collaboratively with the Project GRAD College Access Coordinator and Student Advocates to better surround each student with layers of support. While counselors assist students in selecting courses needed for graduation, Fulton strongly encourages each student to be aware of his/her own academic standing. School counselors also work collaboratively with The Learning Center instructors to coordinate students in Recovery Credit and Dual Enrollment options.

### **SCHOOL RESOURCE OFFICER**

In addition to regular school security, School Resource Officers have been assigned to Fulton High School by the Knoxville Police Department. The School Resource Officers have full police authority.

### **PUBLIC NOTICE**

The Knox County School System affirms that it will comply with Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Title II of the Genetic Information Nondiscrimination Act of 2008, Title VI and Title VII of the Civil Rights Act of 1964, and Age Discrimination Act in Employment Act of 1967.

No person shall, on the ground of race, color, national origin, sex, genetics, religion, age, disability or veteran status, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or be subjected to discrimination in employment opportunities or benefits.

Anyone who believes that Knox County School System has discriminated against them or another individual may file a complaint. Knox County Schools has designated the following people to handle such grievances to comply with the law. Student complaints of discrimination on the basis of disability under the IDEIA should be directed to Melissa Massie, Director of Special Education, Room 909 of the Andrew Johnson Building, telephone number (865) 594-1540. All other complaints of discrimination on the basis of disability, sex, race, color, religion, national origin, age, genetics or veteran status should be directed to Rebecca Owens,

Title VI, Title IX and ADA and OCR Coordinator, Room 1612B of the Andrew Johnson Building, telephone (865) 594-1686.

and/or  
Title VI Coordinator  
Tennessee Department of Education

and/or  
The Office for Civil Rights  
U.S. Department of Education  
P.O. Box 2048, 04-3010  
Atlanta, Georgia 30301-2048

### **SAFE AND DRUG FREE SCHOOLS AND COMMUNITIES**

The Safe and Drug-Free Schools and Communities Act supports programs to prevent violence in and around schools; prevent the illegal use of alcohol, drugs and tobacco by young people; and foster a safe and drug-free learning environment that supports academic achievement. Without a safe and orderly learning environment, teachers cannot teach and students cannot learn. Students and school personnel need a secure environment, free from the dangers and distractions of violence, drug use, and lack of discipline, in order to ensure that all children achieve to their full potential.

Knox County has established effective disciplinary policies that prohibit disorderly conduct, bullying and harassment, the illegal possession of weapons, and the illegal use, possession, distribution, and sale of tobacco, alcohol, and other drugs by students. There are crisis management plans developed for all entities of our district and the approved code of conduct is published in each student handbook that was sent home at the start of the school year. Copies are available at the main office and library at each school and may also be accessed on our website [www.knoxschools.org](http://www.knoxschools.org) under the "Board of Education" link.

Board of Education policy, in accordance with state and federal law the public, prohibit the carrying of guns and other weapons on school property.

Under the Tennessee State Board of Education's Unsafe School Choice Policy, any public school student who is the victim of a violent crime as defined under Tennessee Code Annotated 40-38-11(g), or the attempt to commit one of these offenses as defined under Tennessee Code Annotated 39-12-101, shall be provided an opportunity to transfer to another grade-level appropriate school within the district. Additional information regarding this option may be obtained by contacting Brian Hartsell at phone 594-1506.



## **KNOX COUNTY SCHOOLS STATEMENT OF COMPLIANCE**

Knox County Schools (KCS) is an equal opportunity provider of services and employment. KCS respects, celebrates and encourages diversity that positively contributes to the community. KCS believes diversity encompasses but is not limited to: ethnicity, race, age, age, gender, economic circumstances, sexual orientation, physical and mental abilities, education level, philosophy and geographic location. The Knox County Schools will not discriminate or limit access to any educator, principal, student, or community member on the basis of gender, race, national origin, religion, color, disability, or age. The participants of this proposal are reflective of the above commitment to compliance. The resources of the Knox County Schools (TN) and their grant partners are broad in their support of the various needs of the students and families and ensure equitable access. At a minimum, reasonable accommodations are offered as defined by federal law. KCS will also meet the needs of participants' if/when unique situations and circumstances occur. Support services include but are not limited to hearing, speech and vision services, physical access management, health related support for various limitations, curricular differentiation and advisement for multiple skill levels and learning sites, academic mentorship, and broadly focused guidance for students. The Knox County Schools (TN) continue to be committed in its support of all equity statutes as required by Federal law and actively pursues compliance on an ongoing basis. A formal grievance process that is open and accessible has been established for monitoring compliance and addressing concerns. Inquiries regarding nondiscrimination policies should be made to the Knox County Schools, director of Human Resources, 912 S. Gay Street, Knoxville, TN 37902.

## **CIVILITY CODE**

<https://www.knoxschools.org/cms/lib/TN01917079/Centricity/Domain/974/board%20policies/B-230%20Civility%20Code.pdf>

## **PHILOSOPHY OF PERSONAL CONDUCT**

It is the intent of the Board to promote mutual respect, civility and orderly conduct among district employees, parents and the general public. This policy provides rules of conduct that both permit and encourage participation in school activities and communication between parents, community members and school district personnel. This policy also identifies those behaviors that are considered inappropriate and disruptive to the operation of a school or other school district facility. It is not the intent of the Board to deprive any person of his or her right to freedom of expression.

## **EXPECTATIONS**

Students, faculty, staff, parents, guardians and all other members of the community shall:

- Treat one another with courtesy and respect at all times.
- Take responsibility for one's actions.

- Be cooperative, to the greatest extent possible, toward one another and in solving problems based on what is in the best interest of students.
- Refrain from behavior that threatens or attempts to disrupt school or school district operations; physically harms someone; intentionally causes damage; employs loud or offensive language, gestures, or profanity; or inappropriately shows a display of temper.

## **RESPONSE TO UNCIVIL BEHAVIOR**

The Board does not condone a lack of civility by anyone, and recognizes the following appropriate administrative avenues for aggrieved parties to seek action or redress.

- A student who believes that he or she has not been treated in a manner reflective of the Code of Civility should report such behavior to the appropriate building level administrator.
- A parent, guardian or community member who believes that he or she has not been treated in a manner reflective of the Code of Civility should report such behavior to the staff member's immediate supervisor or the student's appropriate building level administrator.
- An employee who believes that he or she has not been treated in a manner reflective of the Code of Civility should address the concern through the appropriate supervisory chain. If personal harm is threatened, the employee shall notify their supervisor and may also contact law enforcement. If a communication such as voice mail or e-mail or any type of written communication is demeaning, abusive, threatening or obscene the employee is not obligated to respond.
- Any visitor on school district property who has breached this Civility Code may be directed to leave the premises by an administrator or security officer. If such person does not immediately and willingly leave, law enforcement may be called.