



TULLAHOMA HIGH SCHOOL

Home of the Wildcats

2022-2023

Student and Parent/Guardian Handbook

www.tullahomahighschool.net

ADMINISTRATION

- Principal - Mr. Jason Quick
- Assistant Principal - Dr. Renee Flowers
- Assistant Principal - Mrs. Jessie Kinsey
- Assistant Principal - Mr. Derrick Crutchfield

SCHOOL CONTACT INFORMATION

- Main Office - (931) 454-2620
- Counseling Office - (931) 454-2625
- Cafeteria - (931) 454-2631

TO OUR STUDENTS AND PARENTS/GUARDIANS

On behalf of our faculty and staff, we welcome you to Tullahoma High School. We look forward to assisting you in fulfilling your educational goals and becoming a lifelong learner. THS has a history of exemplary academic and co-curricular accomplishments. We expect you to meet the goals set and to carry on the tradition of excellence. We are here to make your years in school as successful yet educationally challenging as possible. **YOUR GRADUATION IS OUR EXPECTATION!**

This handbook has been prepared to explain and clarify the procedures, policies, and regulations at Tullahoma High School. The administration reserves the right to change programs, policies, fees, etc., as necessary and without prior notice.

The handbook is not meant to be all-inclusive of rules and expectations. It is not a substitute for common sense, honesty, and making good choices.

You are urged to contact us if you have any questions. Thank you for your support as we strive to meet the needs of all our students.

TULLAHOMA HIGH SCHOOL CORE VALUES

What we believe:

- People are responsible for their choices.
- An environment of high expectations results in higher achievement.
- Great communities are built on mutual respect and dignity for all people.
- Integrity is essential to creating and sustaining positive relationships.
- Embracing diversity contributes to the strength of a community.
- The pursuit of learning as a life-long endeavor is essential to individual and organizational success.
- Cooperation, collaboration, and communication are essential to success.

2022-2023 Quarter Breakdown

Quarter 1

July 25 - 29	Teacher Inservice
August 1	First day of school - 1:00 Student Dismissal
August 24	1:00 dismissal
September 5	NO SCHOOL - Labor Day
September 19 - 23	Parent/Teacher Conferences
September 21	1:00 dismissal
October 3 - 7	NO SCHOOL - Fall Break

Quarter 2

November 9	1:00 dismissal
November 10	Parent/Teacher conferences (3:15-7:15)
November 21 - 25	NO SCHOOL - Thanksgiving Break
December 14	1:00 dismissal
December 15	Exams (1st & 3rd) - 1:00 dismissal
December 16	Exams (2nd & 4th) - 1:00 dismissal
December 19 - 30	NO SCHOOL - Christmas Break

Quarter 3

January 2	Teacher Inservice
January 16	Teacher Inservice
January 25	1:00 dismissal
February 27 - March 3	Parent/Teacher conferences (3:15-7:15)
February 20	Teacher Inservice
March 1	1:00 dismissal
March 13 - 17	NO SCHOOL - Spring Break

Quarter 4

April 7	NO SCHOOL - Good Friday
April 19	1:00 dismissal
May 4	Sr. Exams (1st & 3rd) - 3:15 dismissal
May 5	Sr. Exams (2nd & 4th) - 3:15 dismissal
May 5	Sr. Grades entered by 3:00pm
May 10	1:00 dismissal
May 12	Graduation
May 17	Exams (4th - 1:15-3:15) - 3:15 dismissal
May 18	Exams (1st and 3rd) - 1:00 dismissal
May 19	Exams (2nd - 8:15-10:15) - 10:15 dismissal
May 19	Last day of school

Bell Schedule

	3:15 Dismissal	1:00 Dismissal
1st Bell	8:10	8:10
1st Block	8:15 - 9:30	8:15 - 9:05
2nd Block	9:37 - 10:52	9:12 - 10:02
3rd Block (4 Lunch Shifts)	10:59 - 1:00	10:09 - 12:05
PAWS	1:07 - 1:53	NO PAWS
4th Block	2:00 - 3:15	12:12 - 1:00

Lunch Times

	3:15 Dismissal	1:00 Dismissal
1st (Gym, Science Hall, Band)	11:00 - 11:25	10:25 - 10:50
2nd (Main Hall, English Hall)	11:30 - 11:55	10:50 - 11:15
3rd (Social Studies Hall, Fine Arts Hall)	12:00 - 12:25	11:15 - 11:40
4th (Fall - Math) 4th (Spring - Garrison Wing, Vocational)	12:30 - 12:55	11:40 - 12:05

3:15 Dismissal

- Classes will be 75 minutes long.
- PAWS will be 46 minutes long.
- Students will have 7 minutes between classes.

1:00 Dismissal

- Classes will be 50 minutes long.
- No PAWS
- Students will have 7 minutes between classes.

		Chili, Soup							
Other Desserts \$0.50		Extra Sandwich, Pizza			\$2.75		Yogurt or Gogurt		\$1.00
Fruit Slushies \$0.75		Ala Carte Sandwich, Pizza			\$3.25		Chips and Snacks		\$1.00
BIG WATERS \$1.50							Bottled Water		\$1.00
Cheese Slice \$0.30		Extra Vegetable or Fruit			\$1.00		Medium Juice		\$1.00
String Cheese \$0.75		Ala Carte Vegetable or Fruit			\$1.50		Small Juice		\$0.75
Switch/Envy \$1.25		French Fries			\$1.50		Milk, half-pint		\$0.55
G2 \$1.50		Saltines or 2 small packs			\$0.50		Fruit and Dip		\$1.25
Ala Carte SM Pizza \$4	(THS)	Roll/Cornbread/ bread			\$0.75		Ice Cup		\$0.25

VISITORS

Tullahoma High School has a NO VISITOR POLICY. Because of the possibility of school and classroom disturbances, students are not allowed to have visitors during the school day. Any parent or other visitors on school business must check in at the visitors' entrance and be issued a pass. Any student-age visitor must have the express permission of the administration. Students are not permitted to have visitors during lunch. Unauthorized visitors at lunch and school activities are subject to trespassing violations.

TECHNOLOGY

Each student will have access to a Chromebook for school use. Students who do not have access to an internet-connected device at home may be issued a school Chromebook for use at school and home. Parents of students being issued school devices must sign the TCS Computer Use Agreement. This agreement must be signed and submitted when the Chromebook is issued. Additional rules governing Chromebooks and the school network are included in the agreement.

SOCIAL MEDIA

Participation in activities, groups, and teams is a privilege at Tullahoma High School. Using social media by a student "unbecoming of a Wildcat" may result in discipline, including suspension or removal from the activity, group, leadership position, or team.

COMPUTER NETWORK

- Computer software installed on computers at Tullahoma High School is either the property of Tullahoma High School or licensed by Tullahoma High School for educational use only. Software may not be copied or otherwise taken from the computers upon which it is installed.
- Students are forbidden to add, delete, or modify operating system elements or change any hardware or software setting.
- No software will be installed on the hard disk drive by a student. If the software is to be installed on the hard drive, only an official systems operator shall do it.
- Any illegal software found on the hard disk drive will be removed; violations may result in

disciplinary actions by the school, and legal actions may be pursued at the discretion of the individual software company.

- Repair costs resulting from deliberate damage to computer equipment by the student is the student's financial responsibility.
- There is no expectation of privacy for students who use school-purchased computer equipment or media.

Anyone violating this policy loses the right to use the network for the duration of his/her time at Tullahoma High School – No Exceptions.

VIDEOS/PHOTOS

- Cameras, camera phones, and other electronic recording devices are prohibited in locker rooms at all times.
- Cameras, camera phones, and other electronic recording devices owned or operated by individuals may not be used to photograph, video, or record any student or staff without permission from the individual(s) being photographed, videoed, or recorded.
- Any student who records and/or disseminates in any manner an unauthorized or misrepresented photograph, video, or recording for the purpose of embarrassing, demeaning, or discrediting the reputation of any student or staff, or that results in the embarrassment, demeaning, or discrediting of any student or staff, or results in any action or activity disruptive to the educational process shall be subject to disciplinary action up to and including suspension or expulsion at the discretion of the principal.

Any student violating this policy's restrictions may have the device confiscated and be subject to disciplinary action at the principal's discretion. Students who record fights or other student altercations may be subject to disciplinary action. This action may include out-of-school suspension. Local authorities may also be notified, in which case the device may be entered as evidence.

**School security cameras are not included in this restriction. Any student violating this policy's restrictions may have the device confiscated and be subject to disciplinary action at the principal's discretion.

NOTE: The creation and distribution of nude photographs of minors (under 18) violates state and federal child pornography laws (even if the student possessing or distributing the material is also a minor.) Engaging in such activity can lead to serious legal and educational consequences. Cases, where sexually explicit media is acquired by making threats (extortion) or distributed with the intent to harm (revenge/cyberbullying) are considered a Category IV offense and will be dealt with accordingly.

Electronic games/CD/Tape/MP3 Players, Toys, Other Digital Music Players, Etc.

Electronic games, CD/MP3 players, collectible cards, toys, etc., should not be brought to school. These items are high theft items and tend to cause distractions from the educational process. THS assumes no responsibility for the theft or damage to personal property. Use of these items in classrooms is prohibited unless it is an educational activity under the direct supervision of the classroom teacher. These devices are allowed in the hallway as long as it does not limit the student's ability to hear announcements or teacher directives. "One ear open" is good advice.

Tullahoma High School Common Expectations

	Classroom	Hallway	Bathroom	Cafeteria	Auditorium	Library	Extracurricular	Technology and Phones
Be Respectful	<p>Be on time</p> <p>Keep hands, feet, and objects to self</p> <p>Use appropriate language and voice level</p> <p>Respond to others respectfully</p>	<p>Keep hands, feet, and objects to self</p> <p>Use appropriate language and voice level</p> <p>Be mindful of others learning</p>	<p>Keep hands, feet, and objects to self</p> <p>Use appropriate language and voice level</p> <p>Allow others privacy</p> <p>Keep restroom clean</p>	<p>Keep hands, feet, and objects to self</p> <p>Use appropriate language and voice level</p> <p>Be kind and courteous to the cafeteria staff</p>	<p>Keep hands, feet, and objects to self</p> <p>Use appropriate language and voice level</p> <p>Follow directions</p> <p>Be respectful to presenters</p>	<p>Keep hands, feet, and objects to self</p> <p>Use appropriate language and voice level</p>	<p>Keep hands, feet, and objects to self</p> <p>Use appropriate language and voice level</p> <p>Allows others to listen and learn</p> <p>Listen to adults</p>	<p>Get permission before taking pictures and/or videos</p> <p>Put phones away in phone holders provided unless used for instruction</p>
Be Responsible	<p>Be on time</p> <p>Bring required materials</p> <p>Take care of personal needs before class</p> <p>Complete and turn in all assignments</p> <p>Be on time</p> <p>Follow all classroom procedures</p>	<p>Go directly to your destination</p> <p>Keep hallways and lockers clean and uncluttered</p> <p>Walk safely</p>	<p>Schedule bathroom breaks wisely</p> <p>Wash your hands</p>	<p>Clean up after yourself</p> <p>Keep food in the cafeteria</p> <p>Handle food as it was meant to be handled</p> <p>Walk quietly and orderly in line to and from the cafeteria</p>	<p>Enter quickly and quietly</p> <p>Clean up after yourself</p> <p>No food or drinks</p>	<p>Clean up after yourself</p> <p>Leave equipment the way you found it</p> <p>Use equipment with care</p>	<p>Exhibit an attitude that is a positive representation of the school</p> <p>Report problems to an adult</p> <p>Remember all school rules apply</p>	<p>Use equipment with care</p> <p>Keep up with your own technology</p> <p>Put phones away in phone holders provided unless used for instruction</p>
Be Engaged	<p>Ask for help when needed</p> <p>Share ideas and participate</p> <p>Follow all teacher directions</p> <p>Look at and listen to the speaker</p>	<p>Be mindful of others and their property</p> <p>Stop and listen during an announcement</p>	<p>Keep phones put away</p> <p>Use the bathroom quickly and return to class</p>	<p>Be aware of the time</p> <p>Listen and follow directions</p>	<p>Look at and listen to the speaker</p> <p>Sit in your assigned area</p> <p>Ask appropriate questions</p>	<p>Use technology for academic purposes</p> <p>Report inappropriate content</p>	<p>Participate</p> <p>Be aware of the rules and expectations of your environment</p> <p>Be aware of your surroundings</p>	<p>Put phones away in phone holders provided unless used for instruction</p> <p>Notify the teacher of emergency issues</p>

Alternative Learning Center (ALC) - Designed to educate students who have not been successful in regular schools, often because of behavior, disciplinary, and safety concerns. The student is also banned from all other school property while assigned to the Alternative School Program.

- A student will be assigned to the ALC Program for no less than 30 days, including 5 transition days.
- Transition days:
 - Days 1 and 2, the student will meet with extra support services.
 - Day 3, the student will start the day in transition and will go to their 4th block class only.
 - Day 4, the student will start the day in transition and will go to their 3rd and 4th block classes only.
 - Day 5, the student will start the day in transition and will go to their 2nd, 3rd, and 4th block classes only.

Insubordination (Not Doing Work) (Misbehavior Level I)	<ul style="list-style-type: none"> ● The student will receive a ZERO for the assignment.
Insubordination (Class Disruption) (Misbehavior Level II)	<ul style="list-style-type: none"> ● The total starts over every 9 weeks. ● 1st offense, the teacher gives a verbal warning. ● 2nd offense = 1 day ISS. ● 3rd offense = 2 days ISS. ● 4th offense = 3 days ISS. ● 5th offense = 1 day OSS, 3 day ISS. ● 6th or more offenses = 2 days OSS, 3 days ISS
Dress Code (Misbehavior Level I)	<ul style="list-style-type: none"> ● The total starts over every 9 weeks. ● 1st offense, the student will change clothes or be given a change of clothing (exchange cell phone) ● 2nd offense = Same as above plus 1 day ISS. ● 3rd offense = Same as above plus 2 days ISS. ● 4th offense = Same as above plus 3 days ISS. ● 5th or more offenses = 1 day OSS and 3 days ISS.
Abusive Language (Profanity) (Misbehavior Level I)	<ul style="list-style-type: none"> ● The total starts over every 9 weeks. ● 1st offense, the teacher gives a verbal warning. ● 2nd offense = 1 day ISS. ● 3rd offense = 2 days ISS. ● 4th offense = 3 days ISS. ● 5th or more offenses = 1 day OSS, 3 day ISS.
**Classroom Tardiness (Misbehavior Level 1)	<ul style="list-style-type: none"> ● The total starts over every 9 weeks. ● 3 tardies = 1 day ISS. ● 6 tardies = 2 days ISS.

	<ul style="list-style-type: none"> ● 9 tardies = 3 days ISS. ● 12 or more tardies = 1 day OSS and 3 days ISS.
Cell Phone (Refusal of confiscation) (Class Disruption) (Misbehavior Level I)	<ul style="list-style-type: none"> ● The total starts over every 9 weeks. ● 1st offense = 1 day ISS. ● 2nd offense = 2 days ISS. ● 3rd offense = 3 days ISS. ● 4th offense = 1 day OSS, 3 day ISS. ● 5th or more offenses = 2 days OSS, 3 days ISS
Out Of Assigned Area (Misbehavior Level I)	<ul style="list-style-type: none"> ● The total starts over every 9 weeks. ● 1st offense = 1 day ISS. ● 2nd offense = 2 days ISS. ● 3rd offense = 3 days ISS. ● 4th offense = 1 day OSS, 3 days ISS ● 5th offense = ALC referral for no less than 30 days.
Skipping Class (Misbehavior Level 1)	<ul style="list-style-type: none"> ● Administration and Attendance will verify the student is skipping. ● 1st skip = 2 days ISS. ● 2nd skip = 3 days ISS. ● 3rd skip = 1 day OSS, 3 days ISS. ● 4th skip = 2 days OSS, 3 days ISS ● 5th skip = ALC referral for no less than 30 days.
Leaving Campus Without Permission (Misbehavior Level I)	<ul style="list-style-type: none"> ● Administration and Attendance will verify the student is skipping. ● 1st offense = 3 days ISS. ● 2nd offense = 1 day OSS and 3 days ISS. ● 3rd offense = 2 days OSS, 3 days ISS. ● 4th offense = 3 days OSS, 3 days ISS ● 5th offense = ALC referral for no less than 30 days.
E-Cigarette (Vaping)	<ul style="list-style-type: none"> ● 1st offense: Citation provided to the student, parent, and juvenile court by the school. The court will send a letter to the parent with a fine between \$10.00-\$50.00 and/or up to 50 hours of service. THS will also assign the student to 3 days of ISS and require the student to complete the following vape course http://www.everfi.com/ (note: the course MUST be completed outside of school and prior to the end of 3 days) ● 2nd offense: Citation provided to the student, parent, and juvenile court by the school. The court will send a letter to the parent with a fine between \$10.00-\$50.00 and/or up to 50 hours of service. THS will also assign the student to 5 days of ISS and require the student to complete the following vape course https://mededucation.stanford.edu/courses/vaping-prevention-a-self-paced-online-course-linear-version/ (note: the course MUST be completed outside of school

	<p>and prior to the end of 5 days)</p> <ul style="list-style-type: none"> ● 3rd Offense: School Resource Officer will file a petition with the juvenile court. The court will send a letter to the parent with a fine between \$10.00-\$50.00 and/or up to 50 hours of service. THS will assign the student to 3 days of OSS. ● 4th Offense: School Resource Officer will file a petition with the juvenile court. The court will send a letter to the parent with a fine between \$10.00-\$50.00 and/or up to 50 hours of service. THS will assign the student to 3 days of OSS. ● 5th Offense: School Resource Officer will file a petition with the juvenile court. The court will send a letter to the parent with a fine between \$10.00-\$50.00 and/or up to 50 hours of service. THS will assign the student to 5 days of OSS.
Fighting (Misbehavior Level III)	<ul style="list-style-type: none"> ● 1st Offense <ul style="list-style-type: none"> ○ Possible court petition ○ Students will do 3 days OSS, 3 days ISS, ● 2nd Offense <ul style="list-style-type: none"> ○ Possible court petition ○ ALC referral for no less than 30 days
Aggressive Physical Contact (Assault) (Misbehavior Level III)	<ul style="list-style-type: none"> ● 1st Offense <ul style="list-style-type: none"> ○ Possible court petition ○ Students will do 3 days OSS, 3 days ISS, ● 2nd Offense <ul style="list-style-type: none"> ○ Possible court petition ○ ALC referral for no less than 30 days
Zero Tolerance <ul style="list-style-type: none"> ● Assault that results in bodily injury upon any teacher, principal, administrator, and any other employee of the school, or a school resource officer. ● Aggravated assault ● Possession of unauthorized substances (any controlled substance, controlled substance, or legend drug) 	<ul style="list-style-type: none"> ● Referral to the Director of Schools for expulsion for up to 1 calendar year.

****Classroom Tardies**

- When a student is tardy to 2nd, 3rd, or 4th block, a referral must be put in Skyward.
- When a student is tardy to 1st block, and you have seen the student walking the halls, a referral must be put in Skyward.
- When a student checks in late through Attendance, no referral is needed in Skyward.

- When a student checks in late through Attendance more than 3 times, notify administration to investigate.

Excessive infractions or failure to comply with administrative intervention may result in immediate suspension, referral to the Alternative School, or intervention by the SRO.

All discipline is up to the discretion of the administration.