

Lookout Valley High School and Middle School

“Small School-Big Opportunities”

**350 Lookout High Street
Chattanooga, Tennessee 37419**

**Title I School
2018-2019**



Principal
Todd Stinson

Assistant Principal
LeeAnn McBryar

Office:	825-7352
Fax:	821-7951
Guidance:	825-7352
Cafeteria:	825-7355

NOTICE TO PARENTS

The drop-off time for those students who do not ride a school bus is 6:50 a.m. Supervision is not provided until 6:50 a.m. The pick-up time for those students who do not ride a school bus is 2:15 p.m. Please comply with the above drop-off and pick up times.

Thank you,

Mr. Stinson

It is the policy of the Hamilton County Board of Education not to discriminate on the basis of sex, race, national origin, creed, religion, age, marital status, or disability in its educational programs, activities, or employment policies.

Lookout Valley High School and Middle School

Vision Statement

The vision of Lookout Valley Middle/High School is to strive for academic excellence in a rigorous learning environment that prepares students to become responsible citizens and life-long learners.

Mission Statement

Lookout Valley Middle/High School partners with all stakeholders to maintain a student-focused, twenty-first century learning community. We strive to provide optimal educational opportunities enabling all students to develop skills, acquire knowledge, and become life-long learners.

Belief Statements

We believe all students have the opportunity for a personalized, rigorous and engaging curriculum that supports a variety of instructional strategies, learning styles, and activities for all students.

1. We believe our school fosters equity and values diversity for all students, regardless of race, gender, or socioeconomic status while promoting a safe and positive environment.
2. We believe implementing assessments and accountability standards, which include standardized testing scores, end-of course tests scores, increased attendance and graduation rate will foster high academic performance of all students.
3. We believe in the importance of an effective, qualified, and student-oriented teaching staff involved in on-going professional development that support self-assessment, and quality instruction.
5. We believe in a character education program that will foster qualities such as patriotism, respect, integrity, dependability, and responsibility.
6. We believe the students, faculty, staff, parents, and community stakeholders are enlisted as partners to improve the quality of our school through shared decision-making, policy evaluation, and school improvement planning.
7. We believe technology is an integral part of the instructional and learning process, equipping students with vital skills for post-secondary and life-long success.
8. We believe in the fundamental need of literacy embedded throughout the curriculum to foster enhanced performance of the students in the overall intellectual capacity within a variety of academic and work-related fields.

ADMINISTRATION, FACULTY & STAFF

Stinson	Todd	Principal	stinson_t@hcde.org
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<u>Ford</u>	Eric	Audio/Visual	ford_eric@hcde.org
Forshee	Jade	Sci 6/SS 6	forshee_jade@hcde.org
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<u>Higney</u>	Bill	LA 8/LA 7	higney_bill@hcde.org
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Rorex	Lance	Math 7	rorox_1@hcde.org
<u>Rowell</u>	Amber	College Access Coordinator	rowell_a@hcde.org
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Shaw	Kelly	Instructional Coach	shaw_kelly@hcde.org
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Spann	Kevin	Math 6	spann_k@hcde.org
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Stephens	Shannon	Band	stephens_s@hcde.org
Tamburello	Tom	Auto Maintenance/ Repair	tamburello_thomas@hcde.org
<u>Tumey</u>	Julie	Counselor	tumey_julie@hcde.org
Walliser	Amy	Registrar	walliser_amy@hcde.org
Williford	Luke	Wld Hist/Cont Issues	williford_1@hcde.org
Wood	Holly	School Psychologist	wood_holly@hcde.org
York	Kristopher	SS 7/8	york_k@hcde.org

To the Student

This handbook contains important rules and regulations pertaining to Lookout Valley HS/MS. You and your parents should carefully read and study this information. Familiarize yourself with the contents and keep this handbook for easy reference during the school year. Ignorance of the rule is not an acceptable excuse for violation.

Lookout Valley HS/MS is your school. You, as a student, will determine the kind of school it will be. The faculty and administration hope you will have an enjoyable and successful year!

2018-2019 Hamilton County Department of Education Attendance Law/HCDE Policy/Procedures

Attendance Law Explained

According to the law (Tennessee Code Annotated 49-6-3001(c)) every parent, guardian, or other person residing in this State having control or charge of any child between the ages of six (6) and seventeen (17), both inclusive, shall cause such child or children to attend a public or non-public school, and in event of failure to do so, shall be subject to the penalties hereinafter provided.

Any child who is habitually and unlawfully absent from school must be reported to the appropriate judge having juvenile jurisdiction in that county, the child to be dealt with in such manner as the judge may determine to be in the best interest of the child. The judge may assess a fine of up to fifty dollars (50.00) or five (5) hours of community service against the parents or legal guardians of Kindergarten through grade twelve (K-12) children if the child is absent more than five (5) days during any school year. (Tennessee Code Annotated 49-6-3007(f)).

Hamilton County Department of Education Board Policy (6.200)

The following are legal reasons for excusing a student from attending school:

Personal Illness- Students are excused who are sick and whose attendance would be detrimental to their health and the health of other students. A physician's statement may be required.

Death in Immediate Family- Students may be excused for three days in the event of a death in their immediate families including mother, father, step-parent, brother, sister, or grandparent. Extenuating circumstances may require a longer period of excused absence.

Family Illness- Students having an illness in the family which requires them to give temporary help will be excused from attendance after receipt of a physician's statement concerning the necessity of the student's assistance.

Religious Holiday- Students shall be excused on special or recognized religious holidays regularly observed by that particular faith. Prior approval is required should these days occur while school is in session.

Personal- Students who are absent for a good cause (doctor or dental appointment which cannot be scheduled at times other than school hours, court appearances, etc.) may be excused upon proof of appointment. Prior approval by parent or guardian, and the principal or his designee is required.

Approved School-Sponsored Activities- Students shall be marked present when participating in a school-sponsored activity away from the school building.

HCDE attendance procedures for 2018-2019 are as follows:

By law students must attend school daily. It is the parent's responsibility to report all absences to the school. HCDE will allow parent/guardian excuses to serve as documentation for three (3) personal illness days only. After three (3) parent/guardian excused personal illness days, parents must provide medical services documentation for the following: personal illness, family illness, or personal (as defined above). To avoid student absences being recorded as unexcused, a written statement signed and dated by the parent/guardian and any medical documentation should be presented to the appropriate school official within five (5) days of the student returning to school. HCDE will not begin legal actions until after a student is absent for more than five (5) days without adequate legal excuse (as defined above.)

If the following conditions apply, a referral will be made to the school social worker:

After ten (10) or more unexcused absences:

Parent/guardians will be notified via legal notice indicating that their child has become truant and a petition may be filed with Hamilton County Juvenile Court. If unexcused absences continue after the Informal Truancy Hearing at Juvenile Court, parent/guardians will be petitioned to attend a Formal Hearing before a Juvenile Court Judge at which time fines and community service may be assessed.

*****Attendance Notification Contract is in back of handbook to be turned in to child's teacher.*****

Make Up Work

Excused absences (those meeting state attendance rules) shall entitle students the opportunity to make up work missed and this work shall receive full credit. Make-up work for unexcused absences is required and may result in reduced credit. (Reduction may not exceed 10%). Request for make-up work is the responsibility of the student. Students must complete their make-up work at the convenience of the teacher and within an appropriate amount of time.

School Responsibility in Dealing with Chronic Absentees

The school personnel have the responsibility to inform the attendance clerk of students who fall into this category. After doing so, the school has the continued responsibility to keep both students and parents informed as to the academic impact caused by absenteeism.

Tardiness

Tardiness will not be tolerated as it consistently detracts from the time spent on task. Each interruption takes away from the class concentration. Middle and high school students should also understand that three tardies will be treated as one absence for grading purposes in each subject in which tardies occur within a single nine-week period.

All students who arrive at school after the beginning of the student school day (7:15) must sign in at the front office for an admit slip and will be marked tardy. Students will be marked tardy for arriving late for individual classes during the school day.

Below is the Tardy Policy that is in effect at Lookout Valley HS/MS. A tardy will be counted if the student is not seated in his/her desk when the bell rings.

- 1st Tardy - Teacher will warn
- 2nd Tardy - Teacher will discipline
- 3rd Tardy - Notification of parent/Teacher discipline
- 4th Tardy - Disciplinary action

If a student is tardy to school, the student must sign in at the office and take his/her tardy slip to his/her first period teacher. A student missing over 1/2 day by dismissal or tardy will be counted absent for the day. A student missing half or more than half, of any class shall be counted absent for that class.

Dismissal of Students

- (1) All dismissals must be approved by the office.
- (2) The school requires a written request signed by the parent or guardian stating the date, the time of dismissal, the reason for the request and a phone number of the parents or guardian. This must be presented to the office prior to 7:15 a.m. on the day of the dismissal.
- (3) When a parent, guardian or designated person by him/her and is listed on the emergency card picks up a student at school during the day, this person must sign a log book in the school office and indicate the student's name, date, time of dismissal, reason for dismissal, and his/her own name.
- (4) Students leaving the campus without being properly dismissed are subject to suspension. **STUDENTS MAY NOT LEAVE THE CAMPUS FOR LUNCH.**

Withdrawals

In the event a student needs to withdraw from Lookout Valley HS/MS during the school year, the following procedure should be followed to assure completion of the student's records and release of records to the receiving school:

- (1) The custodial parent or legal guardian must notify the guidance office of the student's intention to withdraw. This should be done prior to the student's last full day in attendance.

- (2) Complete and turn in any outstanding work, tests, etc.
- (3) Return all library books.
- (4) Pay any debts owed to the cafeteria, library, or office (including unpaid fees, fund-raising debts, and/or charges for lost or damaged books.)
- (5) Prior to homeroom of the student's last full day of attendance, pick up a checkout sheet from the guidance office and follow the instructions for completion of the checkout, returning all textbooks to the classroom teachers.
- (6) Before leaving, return the checkout sheet to the guidance office. The student will be given a copy and any refund due at this time.

Driver's License Certification

Tennessee Code Annotated states that a student must have satisfactory attendance and academic progress based on end of semester grading. With regard to driver's license certification, a student must miss no more than 10 consecutive or 15 total unexcused days per semester and pass at least 5 full unit subjects or their equivalency. Absences which are excused with regard to driver's license certification are those which are excused under state attendance rules. These are personal illness, death in immediate family, family illness, religious holiday, personal, and school sponsored activities. Absences which are unexcused are truancy, cutting class, out of town, no excuse submitted, missed the bus, out of school suspension, trouble with auto, unexcused tardy, failure to check in when tardy to school, absent without parent's permission, and not properly dismissed.

NOTICE OF RULES GOVERNING BUS PUPILS

Students may only ride the bus to which they are assigned. School Board Policy no longer permits students to ride a bus to which they are not assigned except in the case of an extreme emergency.

TENNESSEE STATE BOARD OF EDUCATION STATES:

"A pupil shall become ineligible for public transportation when his behavior is such as to cause dissension on a school bus or when he disobeys State or Local Rules and Regulations pertaining to pupil transportation."

1. Be on time at the designated school bus stop. Help keep the bus on schedule, as buses will not wait for late arriving passengers.
2. Do not stand in the roadway while waiting for the bus.
3. Wait until the bus comes to a complete stop before attempting to enter the bus.
4. Do not extend arms or head out of the bus window.
5. Stay in your seat and do not attempt to move about while the bus is in motion.
6. Loud talking or yelling is prohibited as this could divert the driver's attention and cause a serious accident.
7. Profane or immoral language, improper conduct and smoking are prohibited on the bus.
8. Keep books, packages, coats, and all other objects out of the aisles.
9. Do not throw any object on the bus or any objects out of the bus window.
10. Be absolutely quiet when approaching or crossing railroad tracks.
11. Do not damage any part of the bus, inside or out. Persons responsible for damage will be made to pay for cost of repairs.
12. Help look out for the safety and comfort of small children.
13. Driver is in full charge of the bus and pupils. Pupils must obey the driver at all times.
14. Pupils must not cross the road in back of the bus; always cross in front.
15. In case of a road emergency, remain on the bus until instructions are given by the driver.

Bus transportation shall be conditioned on good behavior and observance of the above rules. Drivers are authorized to enforce these rules, and pupils who violate them will be denied the privilege of bus transportation. Be courteous to fellow pupils and others riding the bus. Help us keep a safe transportation system by Good Behavior and Good Conduct.

Students are to ride their assigned bus. Drivers are not permitted to allow non-assigned students to ride their buses.

Regarding Bus Stops:

1. The following link is the bus stop locator. It allows a parent to put in an address and find the closest stop to their home. It gives the bus number and the stop times. <http://96.4.230.161/edulog/webquery/>
2. This next link is for requesting a bus stop. If parents feel like the stop is too dangerous or there is not a stop close to them then they can request a bus stop. Please note that requesting does not mean they will actually receive one. <http://www.hcde.org/?PN=Pages&SubP=Level1Page&L=2&DivisionID=14531&DepartmentID=15142&PageID=20876&ToggleSideNav=ShowAll>

ARRIVAL AND DEPARTURE

Bus Riders

Upon arriving in the morning, bus riders will exit the bus in front of the school and enter the building through the front doors. Middle School students will proceed directly to the cafeteria. No students will be permitted in the instructional areas before the first bell. High school students not eating breakfast are to report directly to the gym or library.

Disciplinary measures will be taken against students who exit the bus before arriving at school. Students leaving campus after arrival in the morning are subject to disciplinary measures.

Dismissal of bus riders in the afternoon will be through the front doors. No one will remain in or reenter the building unless under the direct supervision of a teacher. Students are not to leave the school campus while waiting on afternoon buses. During inclement weather, students will wait inside.

Car Riders and Walkers

Parents transporting children to school are expected to have them at school by 7:07 A.M. **Parents must use the traffic loop in front for loading and unloading students. VIOLATORS ARE SUBJECT TO CITATION BY THE CHATTANOOGA POLICE DEPARTMENT.** All student car riders must enter the front doors and go directly to the appropriate area (see bus riders).

Parents of car riders should pick up students promptly at 2:15 P.M. in front of the building. No student should be left unattended after 2:30 P.M.

Walkers should arrive at school by 7:07 A.M. All students should proceed directly to the appropriate area. Walkers are to leave the school campus immediately when dismissed at 2:15 P.M.

Student Parking Policy

Students who drive to school will be assigned a numbered space and issued a parking permit through the bookstore. The cost will be \$48.00 per year. **STUDENTS ARE TO USE ONLY STUDENT DESIGNATED PARKING SPACES.** A good habit to form upon arriving at school is park it, lock it, and leave it. Do not return to your car during the school day without permission. * Remember that school buses have the right of way. Speed limit -15 m.p.h. **VIOLATION OF PARKING RULES MAY RESULT IN LOSS OF DRIVING PRIVILEGES OR THE VEHICLE BEING REMOVED FROM CAMPUS BY A TOWING CONTRACTOR. *IN THE EVENT THAT A VEHICLE IS REMOVED BY A TOWING CONTRACTOR, ALL EXPENSES WILL BE THE RESPONSIBILITY OF THE OWNER OF THE VEHICLE. Vehicles on campus are subject to be searched by school officials.**

*** Students are not allowed to sit in parked vehicles at any time during the school day. This includes before school.**

Inclement Weather Early Dismissal Procedures

Please follow the dismissal procedures in order to

- Dismiss students, faculty, and staff safety in a timely manner
- Limit confusion and congestion in the loading zones

1. Students riding buses will dismiss and load in the front of the building as always.
2. Students walking home will be dismissed at school dismissal time.
3. Student driving cars will be dismissed early to drive home if the emergency dismissal form is on file in the office. They are to sign out in the principal's office with all students authorized to ride with them.
4. Students picked up in cars will be picked up at the back of the school by the library entrance. Cars are to loop around the back parking lot until their student(s) loads, then exit campus. Cars will NOT enter the front circular drive, but should proceed to the left side of the school to pick up students at the library entrance.

Please be aware that these are our current plans for inclement weather dismissal. However, a change in the type of weather or the severity of the weather may necessitate a change in plans.

CLASSROOM CONDUCT AND DISCIPLINE

Discipline is the responsibility not only of the teachers, but also of the parents and the students while attending school. The behavior of students attending our school shall reflect standards of good citizenship demanded of members of a democratic society. It is the parents' obligation, by teaching and example, to develop in the student good behavioral habits as well as proper attitudes toward the school. To ensure student success, parents should, at regular intervals, check with school officials concerning their student's school conduct.

It is impossible for teaching or learning to take place unless good order is maintained. Students must adhere to a code of good behavior not only for their own benefit, but for the benefit of others. Teachers have the authority to make their own rules of behavioral expectations pertaining to their individual classroom.

1. The student shall bring all needed materials to class, including assigned homework, enter the room in an orderly manner, be seated quietly and be ready for work when the bell rings.
2. Remember the rules about behavior in the classroom are the same when a substitute teacher is present. Any names left by the substitute will result in disciplinary action by the regular teacher.
3. **Cell Phones** and other electronic communication devices should not be used, visible, or heard during class, except for instructional purposes, as approved by the teacher. Unauthorized cell phone use will result in confiscation.
4. **Book bags or backpacks** must be placed in the locker before first period and left there during the school day. Students are to go to the locker between sixth and seventh periods to gather necessary items to be taken home. Students may take their book bags to their seventh period class.
5. **Dress Code:**
 - a. No obscene, inappropriate, or suggestive writing, symbols, designs, or pictures are allowed on any items worn or brought to school. Nothing displaying or advertising tobacco, alcohol, or drugs is allowed on any item worn or brought to school.
 - b. Shirts: can be polo/golf style, button down, or T-shirts. No tank tops or spaghetti straps. All shirts and tops must have 3-inch straps. No sheer or see-through shirts may be worn without an additional dress code shirt worn underneath. Sweaters, sweatshirts, turtlenecks, and hoodies are allowed. Hood should be off the head. Midsections, chests, and shoulders must be covered – no "cleavage" showing. Clothes with holes/tears may not be worn.

- c. Pants: "Sagging" will not be permitted. Pants are not to have holes, tears, or frayed/distressed finish even if there is cloth behind the open area. Shorts may be worn, but must be no shorter than 3 inches above the knee (no athletic shorts). No yoga pants, sweat suits, wind suits, running suits, or athletic shorts may be worn. Pants should not be tight fitting.
- d. Shorts, skirts, and dresses may be worn but must be no shorter than 3 inches above the knee.
- e. Dresses must have straps at least 3 inches wide or be worn with an appropriate sweater or jacket over them. The sweater or jacket must consistently cover the upper body appropriately. Leggings, "jeggings," or tights must be worn with knee length garments.
- f. No flip-flops or house shoes may be worn. Sandals may be worn only if they have a heel strap fastened securely around the heel.
- g. Hats, bandanas, caps, sun visors, and sunglasses are not to be worn in the school building and should be kept in the student's locker. Appropriate hairbands, sweatbands, and headbands are allowed.
- h. All clothing and attire is subject to administrative approval.
- i. Examples of clothing that do not adhere to dress code:

* Clothing that is too tight – especially pants * Skirts that are too short
 Low cut tops *Crop tops * Sheer clothing * Sandals with no back strap

- 6. **Fighting/Assault and Battery**-Physically hitting someone is dangerous anytime, but particularly so in school. It is dangerous because the chances of someone getting hurt are great. If a dispute arises, it is always best to try to talk it out. Horse play often leads to a real fight; and therefore, will also not be tolerated. Counselors or other school personnel are available to help settle arguments. Fighting and any other form of physical assault will lead to suspension.
- 7. Any student with a serious discipline record on file in the office will not be allowed to participate in field trips but will be required to attend school.
- 8. **Student Suspension**-Any principal, principal-teacher, or assistant principal is authorized to suspend a pupil from attendance at a school, including sponsored activities, both at school and away from the school campus, or from riding the school bus, for good and sufficient reasons. Reasons for such suspension may include, but shall not be limited to one of the following:
 - a. Willful and persistent violation of the rules of the school or truancy.
 - b. Immoral or disreputable conduct or vulgar or profane language.
 - c. Violence or threatened violence against the person of any personnel attending or assigned to the school.
 - d. Willful or malicious damage to real or personal property of the school or the property of any person attending or assigned to the school.
 - e. Inciting, advising, or counseling other to engage in any of the acts listed above.
 - f. Marking, defacing, or destroying school property.
 - g. Possession of pistol, gun or firearm, real or look-alike, on school property.
 - h. Possession of a knife or other weapon(s) as defined in TCA 39-17-1301 on school property.
 - i. Any other conduct prejudicial to good order or discipline in any public school.
 - j. Off-campus criminal behavior, which results in the student being legally charged with a felony.
 - k. The use, possession, or sale of alcohol on school property, a school bus, or at any school activity or event.

- l. Possession of any chemical, such as tear gas or mace, which has the capacity to injure or make an individual defenseless.
- m. The use, possession, sale, or transfer of tobacco or tobacco products.

***Students may not attend extracurricular activities while under suspension.**

9. Appropriate Behavior

- a. Students should keep to the right as they move in the hallway between classes.
- b. Any student in the hall during class period must have a red pass.
- c. Students are not to be on the gym floor except during their class.
- d. Students should not run in the halls.
- e. Tobacco and tobacco products or the use thereof is prohibited on school grounds or at any school event. This includes vaping, juuls, and e-cigarettes.
- f. Chewing gum and eating food is at the discretion of the teacher.
- g. Gambling and gambling devices such as dice and poker cards are prohibited.
- h. Assemblies-Lookout Valley HS/MS students have a reputation for courteous behavior in school assemblies. Students shall give full attention to the speaker or performers and show appreciation only through clapping hands at the appropriate time. Whistling, shouting, and foot stomping are not appropriate. Visitors form a lasting impression of our school and community by our behavior at assemblies.
- i. Cheating-cheating in any form will result in an office referral and possible disciplinary action.
- j. Interpersonal Relationships-Hand holding is the only appropriate personal contact that is acceptable among students during school or school-sponsored activities.

Hamilton County Board of Education's Expectation of Student Conduct

The Hamilton County Board of Education expects all students to treat each other with civility and respect and not to engage in behavior that is disruptive or violent. Hamilton County students are expected to behave in a way that does not interrupt the education of other students.

This policy addresses conduct taking place on school grounds, at any school-sponsored activity, on school-provided transportation, or at any official school bus stop immediately before boarding and immediately following debarking.¹ This policy also addresses any conduct taking place off of school property or outside of the school sponsored activity if this conduct is directed at a specific student or students and has the effect of either creating a hostile educational environment or substantially disrupting the educational environment or learning process.

Hamilton County Board of Education's Commitment

The Hamilton County Board of Education is fully committed to providing a safe and orderly learning environment for all students in order for them to achieve academic success. This environment shall be free from discrimination, harassment, sexual harassment, hazing, bullying or cyber-bullying.

The Hamilton County Board of Education will not tolerate acts of discrimination, harassment, sexual harassment, hazing, bullying, or cyber-bullying toward students by other students or staff. In addition, the Board of Education will not tolerate conduct aimed at defining a student in a sexual manner, and conduct impugning the character of a student based on allegations of sexual promiscuity.

Discrimination and Harassment

It shall be a violation of this policy for any employee or any student to discriminate against or harass another student on the basis of sex, gender identity, race, ethnicity, disability, or religion.² Discrimination and harassment will not be tolerated.³

For purposes of this policy, discrimination and harassment include words, gestures, threats, or any other conduct that is severe or pervasive and that creates a hostile environment that substantially interferes with or limits a student's ability to participate in or benefit from services, activities, or opportunities offered by a school.

Examples of discrimination and harassment include any act that, alone or in combination with other acts, has the effect of:

1. Unreasonably interfering with the student's work or educational opportunities; or
2. Creating an intimidating, hostile or offensive learning environment; or
3. Implying that submission to such conduct is made an explicit or implicit term of receiving grades or credit; or
4. Implying that submission to or rejection of such conduct will be used as a basis for determining the student's grades and/or participation in a student activity; or
5. Defining a student in a sexual manner; or
6. Impugning the character of a student based on allegations of sexual promiscuity.

Bullying, Cyber-Bullying, and Hazing

It shall be a violation of this policy for any student to bully or haze another student whether directly, through a third party, or through the use of electronic devices such as text messages or posts on social media sites.

For purposes of this policy, bullying includes any act that substantially interferes with a student's educational benefits, opportunities or performance. If the act occurs on school grounds, on a school sponsored activity, on school sponsored transportation or at a school designated bus stop, it is bullying if it has the effect of harming a student or damaging his or her property; knowingly placing a student in reasonable fear of harm to the student or to his or her property; causing emotional distress to the student; or creating a hostile educational environment. If the act occurs off school property or outside of any school sponsored activity, it is nevertheless bullying if it is directed at a specific student or students and has the effect of creating a hostile educational environment or a substantial disruption to the educational environment or the learning process.

Cyber-bullying is bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets, as well as communication tools including social media sites, text messages, chat, and websites. Examples may include inappropriate text messages or emails, rumors sent by email or posted on social network sites, and embarrassing pictures, videos, websites, or fake profiles.

Hazing is any act intended or reasonably expected to endanger the physical or mental health of a student or students, or to humiliate, intimidate or demean a student or students in connection with joining or maintaining membership in any team or organization affiliated with any school or school program.

Procedures

Victims of or witnesses to discrimination, harassment, bullying, cyber-bullying, or hazing shall report these incidents immediately to a teacher, counselor, building administrator, or anonymously on the Quick Tip link located on the Hamilton County Department of Education website.⁴ The willful filing of a false report will itself be considered harassment and/or bullying and will be treated as such.

Any staff member who witnesses any action that may be a violation of this policy or who receives any report of any alleged conduct that would constitute a violation of this policy must report to the principal/designee as quickly as possible, but in no event more than 24 hours after receiving the report.

If the principal is involved in the incident or if the adult/student is uncomfortable reporting the incident to the principal/designee of the school, the following reporting options can be used:

- Title VI Coordinator, Title VI of the Civil Rights Act of 1964 (race, color, national origin) 423-209-8654
- Title IX Coordinator, Title IX of the Education Act of 1972 (sex) 423-209-8654
- 504 Coordinator, Section 504 of the Rehabilitation Act of 1973 (disability) 423-209-8593

All allegations shall be fully investigated by a building administrator and/or school official. Every building administrator shall record complaints of discrimination, harassment, bullying, cyber-bullying, and hazing and shall document how the administrator or other school officials responded to each complaint and the final disposition of each complaint. Administrators may not take disciplinary action based solely upon anonymous complaints.

At the end of each school quarter, each building administrator shall send a report summarizing complaints of discrimination, harassment, bullying, cyber-bullying, and hazing to the Director of Schools. Each building administrator is expected to be aware of trends in his or her school and to investigate and respond accordingly.

Even when a complaint has not been reported anonymously, the confidentiality of all parties and witnesses will be respected. However, because confidentiality must be balanced against the school system's obligation to cooperate with police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough investigation, or to take necessary action to resolve a complaint, the identity of parties and witnesses, when known by school system officials, may be disclosed in appropriate circumstances to agencies and persons with a need to know.

There will be no retaliation against any person who reports harassment or participates in an investigation. However, any employee who refuses to cooperate or gives false information during the course of any investigation may be subject to disciplinary action.

Building administrators are responsible for educating and training their respective staff and students as to the terms of this policy and the procedures for reporting discrimination, harassment, bullying, cyber-bullying, and hazing.

At the start of every school year, as part of opening his or her Power School account, students shall be required to review this policy and acknowledge having read it.

Consequences

For students, a substantiated charge of discrimination, harassment, bullying, cyber-bullying, and hazing may result in consequences ranging from behavioral interventions to suspension or expulsion. Additionally, acts of discrimination, harassment, bullying, cyber-bullying, and hazing may also be prosecuted as criminal acts under the laws of the State of Tennessee.

The following factors will be considered in determining the consequences and appropriate remedial action:

- The developmental level and maturity levels of the parties involved;
- The levels of harm as determined by the student's ability to be educated in a safe and orderly environment;
- The surrounding circumstances;
- The nature of the behavior(s)
- Past incidences or continuing patterns of behavior;
- The relationships between the parties involved; and
- The context in which the alleged incidents occurred.

For employees, a substantiated charge shall result in disciplinary action up to and including termination. Additionally, acts of discrimination, harassment, bullying, cyber-bullying, and hazing may also be prosecuted as criminal acts under the laws of the State of Tennessee.

Cross References:

Appeals To & Appearances Before the

1.TCA§ 49-6-4501-4506

2. TCA§ 49-6-3109

3. Title VII; 29 CFR §1604.11;

Davis v. Monroe County Board of Education, No. 97-843 Board 1.404 (U.S. Sup. Ct. May 24, 1999)

4. Title IX (20 U.S.C §§1681-1686)

Zero Tolerance Violations

According to state and federal law, a student who commits a zero tolerance offense is expelled for one calendar year, unless modified by the Superintendent. This includes offenses on school properties, including buses and at school-sponsored activities. All violations will be reported to local law enforcement officials.

The following are zero tolerance offenses:

- possession of a firearm, explosive, poison gas device, bomb or similar device.
- illegal possession or under the influence of a controlled substance or drugs.
- striking a teacher, principal, administrator or any other employee of the Hamilton County Department of Education, or an SRO.

The following offenses may result in at least a calendar year suspension:

- possession of a knife or any device capable of inflicting injury to another individual.
- possessing, transferring or receiving drug paraphernalia, non-prescription drugs or “look-alike” drugs.
- transmitting by an electronic device a credible threat to cause bodily injury or death to another student or school employee and the threat causes actual disruptive activity at the school.

DISCIPLINE FOR VIOLATIONS OF SCHOOL RULES - CONSEQUENCES.

Students who have violated school and /or classroom rules will receive disciplinary action which is appropriate for the particular offenses. Efforts will be made to communicate with parents to help prevent further misconduct by students. Each time students commit an offense against established rules, they will proceed through one or more of the following steps:

1. Student conference with teacher and appropriate intervention.
2. Student conference with administrator.
3. Assignment of one or more of the following:
 - A. Lunch detention or work detail
 - B. After-school work detail
 - C. After-school detention
 - D. Extended Detention (21/2 hrs.)
 - E. Suspension from school
4. Parent Contact
 - A. Letter
 - B. Phone
 - C. Conference

Severe misconduct or repeated misconduct will obviously result in more severe consequences. Parental support for school assigned consequences is extremely important in the process of modifying student behavior.

Students failing to serve any assigned consequences will receive additional consequences until the original consequence is served. **Failure to serve assigned consequences may result in suspension.**

GANG RELATED ACTIVITIES

Anything associated with gang activity, either directly or indirectly, will not be tolerated at Lookout Valley HS/MS. Clothing, appearance or apparel, hand signs or gestures, drawings and notes are among the items that must be avoided. Any violation of the policy may result in immediate suspension from school.

DAMAGE TO SCHOOL PROPERTY

Parents or guardians of a student under eighteen (18) years of age or a student eighteen (18) years or older shall be responsible for all damage intentionally, willfully or negligently inflicted on school property by that student.

EXAM EXEMPTION POLICY:

1. All high school students will take final exams with one exception. Second semester seniors will be exempt from final exams if they meet all the following criteria:
2. A 75 or above average for the second semester.
3. No more than two days absent for the second semester.
4. Having no suspensions or adverse disciplinary issues.

Each class stands alone with reference to exemptions. Evening school counts against perfect attendance and exam exemptions.

GRADING POLICY

Grades are used as a method of communicating academic progress to the parents from the student's teachers. Parents will receive a grade card every nine weeks informing them of the student's progress for that grading period.

All parents and students may log in to Power School to monitor grades, assignments and attendance. Anyone not having Internet access to Power School may request a printed copy of a student's progress from the Guidance Department. If the parents have questions or concerns as a result of these reports, **THEY ARE STRONGLY ENCOURAGED TO CONTACT THEIR CHILD'S TEACHER.**

GRADING SYSTEM (subject to changes as made in Minimum Rules and Regulations).

In grades 1 - 12 numerical grades will be used to report student progress. The grading scale to be followed in awarding credit is as follows:

A	93 - 100
B	85-92
C	75-84
D	70-74
F	69 and below

SEARCHES

A. Search of Lockers

1. When individual circumstances in a school dictate, a principal may order that lockers or other enclosures used for storage by students and other areas accessible to students be searched in his presence or in the presence of other staff members.
2. Individual circumstances requiring a search may include incidents on school property, including school buses, involving, but not limited to, the use of dangerous weapons, drugs, or drug paraphernalia by students, which are known to the principal or other staff members, information received from law enforcement, juvenile or other authorities indicating a pattern of drug dealing or drug use by students of that school, any assault or attempted assault on school property with dangerous weapons, or any other actions or incidents known by the principal, which give reasonable cause that drugs, drug paraphernalia or dangerous weapons are held on school property by one (1) or more students.
3. A notice shall be posted in each school that lockers and/or other storage areas are school property and are subject to search for drugs, drug paraphernalia, dangerous weapons or any property which is not properly in the possession of the student.

B. Search of Students and Containers

1. A student and the student's personal belongings may be subject to physical search, or a student's pocket, purse or other container may be required to be emptied because of the results of a locker search or because of information received from a teacher, staff member or other student if such action is reasonable to the principal.
2. All of the following standards of reasonableness shall be met:
 - a. There are reasonable grounds to suspect that a particular student has violated school policy.
 - b. The search will yield evidence of the violation of school policy or will lead to a disclosure of a dangerous weapon, drug paraphernalia or drugs.
 - c. The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision and education of students.
 - d. The scope of the search is reasonably related to the objectives of the search, and is not excessively intrusive in light of the age and sex of the student and the nature of the infraction.
 - e. The search is not conducted for the sole purpose of discovering evidence to be used in a criminal prosecution.
3. School personnel may not conduct a strip search of a student.

C. Search of Vehicles, Motorcycles, Bicycles

A principal and/or designee, may search any vehicle parked or otherwise located on school property if there is probable cause to believe that it contains a dangerous weapon, drug paraphernalia or drugs, or contains evidence of a violation of school rules or regulations which endangers or has endangered the health or safety of any member of the student body.

METAL DETECTOR SEARCHES/ADMINISTRATIVE PROCEDURES

1. INDIVIDUAL STUDENTS

- A. Metal detector checks of groups of individuals may not be used to single out a particular individual or category of individuals.
- B. If a school official has reasonable suspicion to believe that a particular student is in possession of contraband, he or she may conduct a metal detector check of the student's person and personal effects in accordance with 2D, E, and F below.

2. PROCEDURE FOR METAL DETECTOR CHECKS OF RANDOMLY SELECTED STUDENT GROUPS

- A. School officials may conduct metal detector checks of groups of individuals if the checks are done in a minimally intrusive, non-discriminatory manner utilizing random selection. When a school official decides to conduct a group metal detector check, he or she will select the classes to be checked at random. The selection shall be made in the presence of another adult.
- B. Before conducting the metal detector checks, a school official will enter the classroom and explain the scanning process to students in class.
- C. A school official will check each student by visually searching the student's desk and then escorting the student with his personal effects into the hall to proceed with the metal detector check. A school official will closely observe students at their desks to make sure that no objects are removed from pockets or personal effects.
- D. In the hall, the school official will ask the student to remove all metal containing objects from his or her clothing and personal effects. The school official will then scan the student without touching his or her body and scan the outside of the student's personal effects. The metal detector scan of the student's person will be done by an official who is the same sex as the student.
- E. If the metal detector is activated during the scanning of the student's effects, the school official will open the bag, purse, etc., and look for weapons. If the metal detector is activated during the scanning of the student's person, the student will be given a second opportunity to remove any metal containing objects from his or her person. If the metal detector is again activated, a same sex official will conduct a pat down search of the student's outer clothing in the area where the metal detector was activated. The pat down search will be done in the presence of an adult witness and away from other students, if possible. If the official detects an object on the student's person, the student will be given an opportunity to remove the object.
- F. If the student refuses to consent to a pat down search or to remove an object from his or her person after a pat down search, school officials shall take steps to detain the student, if possible. Also, a school official shall immediately summon local law enforcement officers and apprise the responding law enforcement officers of all information in the school official's possession relative to the attempted search of student.

3. REFUSAL TO COOPERATE WITH SCHOOL OFFICIALS

A student's (1) initial refusal to permit a metal detector check as this procedure, (2) a student's refusal to follow the check and search as part of this procedure (3) a student's refusal to permit a pat down search pursuant to this procedure will be grounds for immediate disciplinary action including but not limited to suspension from school. If a student fails to permit a metal detector check as provided in this procedure, local law enforcement officers shall be immediately notified.

4. USE OF STATIONARY METAL DETECTORS

- A. Stationary metal detectors may be used to scan individuals attending a school function.
- B. If the stationary metal detector is activated, the procedures listed in 2D, E and F will be utilized to search the individual.

CAFETERIA RULES

Extra school breakfasts are provided in the cafeteria for \$2.00. Extra school lunches are also available for \$3.00. Extra milk and a wide variety of other items such as pizza, juice, chips and ice cream may be purchased for an additional charge. Students may bring lunch from home, if they wish. Also, you may use MyPaymentsPlus.com to:

- 1. View your student's account balance online at any time (free of charge)
- 2. Quickly make payments toward your student's account for extra meals or items (auto-pay available for a fee)
- 3. See what your child is purchasing in the cafeteria (free of charge)
- 4. Set up automatic email reminders to notify you when the balance is low (free of charge)

Most students have been taught appropriate table manners at home. Therefore, we believe it is reasonable to expect the following minimum standards of behavior from them:

1. Students must remain seated.
2. No wandering (visiting) from table to table.
3. Absolutely no throwing food or objects.
4. No pounding, drumming or banging on tables.
5. Each group is responsible for leaving its area as clean as it found it.
6. Students are not to break line. If caught breaking lines the second time, disciplinary actions will take place.
7. Students are to speak in an appropriate voice level and not horseplay in the cafeteria.
8. High school students may go to the library or to the gym if they do not wish to eat lunch during their lunch period. Middle school students must remain in the cafeteria during their lunch period.
9. Food and drink outside of the cafeteria will only be permitted with prior administrative approval. Lunch dismissals are not allowed for purchasing outside lunch.
10. Students will not be allowed to charge any meal or extra items.

GENERAL INFORMATION

BREAKFAST

Paid Pre-K-12	\$2.00
Reduced Pre-K-12	\$.30
School Adult (HCDE)	\$2.50
Visitor	\$2.75

LUNCH

Paid 6-12	\$3.00
Reduced PreK-12	\$.40
School Adult (HCDE)	\$3.75
Visitor	\$4.50
Holiday/Special Meal	\$5.00
Extra Milk	\$0.50

CLUBS / ORGANIZATIONS

A program of activities is available at Lookout Valley High and Middle School. Students should have the opportunity to initiate and develop specific interests, plan and administer school programs, participate in governance organizations and augment the academic offerings of the classroom through participation in departmental clubs, service clubs, scholastic and honorary organizations.

Middle School-Board Games, Chess, Cooking, Drama, Drone, Fashion, FCA, Imagination Gaming, Outdoor, Running, Sports Statistics, Student Council, and Yoga.

High School-ACT, Art, Board/Card Games, Chess, Creative Writing, Drama, FCA, Fishing, Government, Home Economics, Mountain Biking, Outdoor, Photography, Prom (11th grade only), Spirit, STEAM, Student Council, Sudoku/Puzzles, Yoga

ATHLETIC TEAMS

Sports eligibility will be determined by the previous year's grades. A student must have 5 credits per year to remain eligible as per TSSAA guidelines. Individual teams may require more stringent eligibility requirements.

High School

Football
Basketball (Boys & Girls)
Volleyball
Baseball
Wrestling
Softball
Tennis (Boys & Girls)
Cheerleading
Soccer (Boys)

Middle School

Football
Basketball (Girls & Boys)
Volleyball
Baseball
Track
Softball
Tennis (Boys & Girls)
Cheerleading
Soccer (Boys & Girls)

IMPORTANT INFORMATION

FEES

Lookout Valley HS/MS charges a nominal fee to cover costs not covered by the Hamilton County Department of Education. The fee for 2018-2019 will be \$55.00. This fee is used to provide additional postage, printed materials, workbooks, computer paper, etc.

LOCKERS

Hall lockers are assigned by homeroom teachers. Damage or defacing will be handled as per #4 and #6 of Principal's Suspension Code. STATE LEGISLATION ENACTED IN 1981 MAKES SCHOOL LOCKERS AND OTHER SCHOOL STORAGE AREAS SUBJECT TO SEARCH BY SCHOOL AUTHORITIES. *Lockers are not to be* rigged to open without the combination and should be kept locked. Combinations should not be given to anyone. Sharing of lockers is prohibited. Any problem with lockers or combinations should be reported to the homeroom teacher immediately.

LIBRARY

The library resource center is open for use by students from 7:00 A.M. until dismissal time in the afternoon. Books are checked out for 2 weeks. Students are expected to return all materials, in good condition, on or before the due date. Fines are levied for overdue materials. These fines increase each additional school day the books are overdue. If a book is damaged or lost, the student is expected to pay the cost of repair or replacement. Encyclopedias and other reference books may be checked out overnight with special permission. They must be returned immediately the following school morning. Fines for late overnight materials increase daily. If a student brings an excused absence with late books, there will be no fine.

LOST AND FOUND

If books, clothing, or other items are found, turn them in to the office. Check there first for lost articles and textbooks. After a reasonable amount of time, unclaimed articles will be disposed of or donated.

P.T.A.

Parents and teachers meet periodically during the school year and all are urged to attend. Communication between home and school promotes better understanding.

SCHOOL YEARBOOK

The "Spirit" is published in the spring. Orders are taken in the spring. Other information will be given as appropriate.

USE OF TELEPHONE & TELEPHONE MESSAGES FOR STUDENTS

Students must have permission from an administrator or a pass from their teacher to use the office phone. Calls for forgotten items are highly discouraged. Responsibility is part of the learning process. Students are requested to make "after school" plans prior to their departure from home each morning. Classroom instruction will be interrupted only for urgent calls.

TELEPHONE NUMBERS

423-825-7352 General Info

423-821-7951 FAX

423-825-7355 Cafeteria

Extension 51502 Principal
Extension 51503 Assistant Principal
Extension 51501 Secretary
Extension 51504 Attendance Clerk
Extension 51505 Bookkeeper
Extension 51524 Registrar, Guidance Office
Extension 51525 School Counselor
Extension 51526 School Counselor

TEXTBOOKS

Textbooks are furnished without charge. The teacher in each class will issue the necessary books to students. Each book will have an identifying number in the proper space. Students are responsible for taking care of the books and keeping them in their own locker. Books damaged beyond normal wear will be assessed for such damages. Lost books must be paid for before a replacement book can be issued. Refunds will be made for books found.

VISITORS

We welcome parents and other visitors to our school. All visitors must have administrative approval before visiting classes or areas of the school. Visitors must check in the main office and receive a visitor's pass. Students may not bring relatives or friends to visit during the school day.

NOTICE OF RIGHTS TO PRIVACY ACT

This school will release directory information to such agencies as police, courts of law, educational institutions, and the various military branches. If you would like to exclude the release of this directory information for your son/daughter, or if you are 18 and in control of your records, please let the school know.

Directory information includes only name, address, and phone number. The release of any other information from a student's files must be with parental consent unless ordered by a court of law. (See form at back of book.)

INTERNET USE POLICY

A signed parental permission slip must be on file each year for any student having Internet access. (See registration packet online.)

IMMUNIZATIONS (See registration packet online.)

PROMOTION AND RETENTION GUIDELINES - MIDDLE SCHOOLS

Promotion requires that a student pass math and English (or language arts if taught as a block of English and reading) and any two of the following academic classes: science, social studies, and reading (if taught as a separate subject from English). (Foreign language taught for a full year may also count as an academic class, but will not be taught in summer school. Language arts encompassing both English and reading shall count as two academic classes.)

1. Passing is based on the year's average.
2. A minimum score of 70 for the year's average in each academic subject must be obtained.
3. With one failing grade, a student may be promoted without summer school, unless that failure is in math or English (or language arts if blocked).
4. With two or three failing grades, a student may attend summer school with the principal's permission and upon satisfactory performance, be promoted. (English and reading taught separately may be remediated in one language arts block in summer school.)
5. With four or more failing grades, a student may not attend summer school and will be retained.
6. At the conclusion of summer school, a copy of summer school grades indicating satisfactory performance will be placed in the student's cumulative record as documentation for promotion.
7. Exceptions may be made for students who score at the 50th percentile or above in the failed curriculum area on the state mandated standardized achievement test.
8. The Light's Retention Scale may be administered as a guide in considering retention and/or promotion.
9. **THE PRINCIPAL HAS THE FINAL DECISION ON PROMOTION OR RETENTION.**

GRADUATION REQUIREMENTS FOR INCOMING NINTH GRADERS

To meet the requirements for graduation in the Hamilton County School System, a student must:

- Earn a minimum of 23 units of credit for traditionally scheduled schools or 28 units of credit for the block scheduled schools.
- Have satisfactory records of attendance and conduct

A Diploma of Special Education will be awarded to the student who has satisfactorily completed an Individualized Educational Program (IEP) and who has a satisfactory record of attendance and conduct.

A student who *has not completed* the required work *shall not participate* in graduation exercises.

An exchange student who meets Hamilton County's graduation requirements may graduate and receive a high school diploma.

HIGH SCHOOL GRADE CLASSIFICATION

Grade	Traditional Schedule
10	5 credits
11	11 credits
12	16 credits

**HAMILTON COUNTY GRADUATION REQUIREMENTS
Beginning with the CLASS OF 2013**

"All students will pursue a focused program of study preparing them for postsecondary study. While all students may not enter postsecondary training immediately following high school, they must be prepared for lifelong learning."

<u>Subject</u>	<u>Course/Credit</u>
English	4
Math	4 (Algebra I, Geometry, Algebra II and 1 Advanced Math,) Students must take math each school year.
Science	4 (Physical Science, Biology, Chemistry/Physics, and 1 other lab science)
Social Studies	3 (World History/World Geography/World Cultures/ World Studies/American History/American Studies, and American Government and Economics)
Wellness	1
PE	.5
Personal Finance	.5
Foreign Language	2 (same language)
Fine Arts	1
Capstone experience such as a senior project or service learning required.	
Elective Focus	3
REQUIRED	23 CREDITS - TRADITIONAL 28 CREDITS - BLOCK

VALEDICTORIAN/SALUTATORIAN

The valedictorian must have the highest numerical average, rounded to the nearest hundredth. The salutatorian must have the second highest numerical average, rounded to the nearest hundredth. The valedictorian's and salutatorian's course selection for their four years of high school must include core courses from the highest level offered in English, mathematics, social studies, and science at each high school. The valedictorian and salutatorian must be enrolled in the school from which he/she graduates at the beginning of the junior year.

REPEATING COURSES TO IMPROVE A GRADE

Students may repeat courses to improve their grade average, provided that this is not for Valedictorian determination. For determining valedictorian, only ninth grade students may repeat a course to improve their grade point average. The highest grade earned in a course, which has been repeated, will be used in determining a student's grade point average and class rank for all other purposes other than determining valedictorian. There is not a time limit on repeating courses for the single purpose of improving GPA.

STUDENT HONORS

Recognizing academic excellence is a dynamic, ongoing process at Lookout Valley HS/MS. Students are recognized for their achievement in academics by honor rolls, star rolls, Superintendent's academic Letters, Beta Club and National Honor Society..

1. Students earning A's and B's and no U's in conduct will be named to the Honor Roll. This includes all grades. Students earning all A's and no U's in conduct will be named to the Star Roll. This includes all grades.

NATIONAL HONOR SOCIETY-

Requirements for membership in the Joseph L. Bean Chapter of the National Honor Society

Junior candidates must have a minimum cumulative grade point average of 3.45 earned beginning with the ninth grade thru the first semester of the junior year. Invited candidates must show good character, be respectful to superiors and peers, and abide by all school rules and standards. Prospective members may have no more than one suspension and no suspensions the semester prior to induction. Any instance of civil transgression may eliminate the candidate for consideration. Service requirements considered might include but not limited to church activities, scouts, volunteer work at hospitals, nursing homes, and shelters. Peer tutoring will also be included. Leadership involves taking an active role in school activities, providing a good role model for fellow students, and generally setting a standard for other students to emulate. Selection of prospective members will be conducted by a faculty committee of five high school teachers. The advisors will not be a part of this process.

Maintaining Membership

- **Scholarship:** To remain in good standing members must maintain a GPA of 3.45 minimum. If a member falls below this minimum level he/she will be placed on probation and have one semester to regain the minimum GPA. If the grade point average remains below the minimum, the student will relinquish the right to NHS recognition at award ceremonies and graduation.
- **Service:** Members must attend all meetings and or NHS functions. Chronic absenteeism will result in probation or dismissal. Members will be expected to perform 12 hours of service documented per semester.
- **Leadership:** Members will be encouraged to perform in leadership roles such as student government, teacher aides, and other school projects.

- **Character:** Members are to serve as good role models for other students. Members showing disrespect for staff or other students will be warned or placed on probation. Any out of school suspension or other conduct related to discipline that reflects upon the honor society is subject to dismissal by the faculty council.

ELIGIBILITY FOR BETA CLUB (Middle School):

1. Must have a 3.4 GPA based on final average in core subjects only.
 - For 7th graders: Average based on 6th grade year and 1st and 2nd quarter of 7th grade year
 - For 8th graders: Average based on 7th grade year and 1st and 2nd quarter of 8th grade year
2. No F's in exploratory subjects 1 year prior to induction.
3. No suspensions in current year of induction.
4. Must have recommendation of core subject teachers.
5. Be a student at LVMHS for at least 2 quarters prior to induction.

CLASS OFFICER ELECTION GUIDELINES

All students must show a "C" average and must be on grade level having five credits for sophomore status, 11 credits for junior status, and 16 credits for senior status. The student must display good behavior and have good character. Candidates may have no more than one suspension during their high school years and must have been enrolled at LVHS the prior semester.

MR/MISS LOOKOUT VALLEY

The senior class will nominate five boys and five girls for this honor. The final selection of Mr. and Miss Lookout Valley is by the vote of the entire high school student body. In order to qualify for court or attendants, students must meet the following criteria: (1) be enrolled at Lookout Valley during his/her entire junior and senior years, (2) be in the upper 1/2 of the Senior Class, (3) have all S's in conduct their senior year, (4) have no more than one suspension, no Alternative Learning Day School, and no Alternative Learning Evening School, (5) have no more than 5 unexcused absences per semester their senior year (school service is not included) and (6) be recommended by the faculty. (7) must be graduating with their freshman cohort. The Lookout Valley High faculty will review recommendations and extenuating circumstances and a final list will be presented to the seniors in voting.

Underclass Representatives qualifications for Mr. and Miss Lookout Valley Court In order to qualify for the court, the student must meet the following criteria: (1) on grade level and on track for promotion, (2) have all S's in conduct for current school year, (3) have no more than one suspension, no alternative learning day school, and no alternative learning evening school, and (4) have no more than 5 unexcused absences per semester for current school year.

HOMECOMING NOMINATIONS

1. The candidate/representative must be on grade level and on track for promotion.
 2. The candidate/representative may not have been suspended more than one time from the ninth through the twelfth grade.
 - *3. The person elected Homecoming Queen is not eligible for election as Miss LVHS but is eligible to be on the Miss LVHS court.
- * Applies to senior candidates only.

SUPERLATIVES

Both senior and underclassmen must have a cumulative 2.0 GPA or higher.

LOOKOUT VALLEY JUNIOR/SENIOR PROM:

The junior class sponsors the prom for both the juniors and seniors. All outside dates must be approved by the administration (forms available in the main office). The prom is held for Lookout Valley juniors and seniors. However, juniors or seniors may invite one Lookout Valley underclassman (freshman or sophomore) as their date for the prom.

