

# WELCOME

The faculty and administration of Maryville High School have high expectations for our students in both classroom work and student behavior. We consider ourselves very fortunate to have students who show pride in the traditions at Maryville High School, in their classroom performance, and who help uphold a positive image of our school within the community. The information in this document is designed to acquaint parents and students with the policies and procedures of Maryville High School.

## Student Code of Ethics

Revised and adopted by Student Council, 2018.

*“What it Means to be a Rebel”*

As Maryville Rebels, it is our duty to set an example for others. Every Rebel embodies the ideals of our school: inclusion, loyalty, academia, school spirit, honesty, integrity, and respect.

Every student is welcome at Maryville High School and has access to all of its opportunities. No student is unfairly discriminated against or to feel that he or she is not treated as an equal. Rebels always strive to be a unified student body regardless of race, gender, religion, or economic status.

Our loyalty extends beyond our friends; we are loyal to Maryville High School and to the identity of being a Rebel. We support our school and help it to grow and improve in order to better Maryville High School for classes to come.

Maryville High School holds itself to high academic standards, which we, as the student body, actively strive to uphold. We not only strive academically for our own benefit, but also to honor our school and our teachers. We always support one another in our academic endeavors and motivate each other to achieve our personal bests.

As Rebels, we celebrate our school’s accomplishments, whether athletic or academic. We are proud of everything our student body has accomplished, and we always commemorate our peers for their hard work. We are involved members of the student body and actively participate in the clubs and activities of which we are proud. Maryville High School’s school spirit has always been unparalleled, and we continue to keep this tradition alive.

In our pursuit of high academic standards, we value honesty as one of our highest principles. Our work, actions, and relationships reflect our value of honesty, and every student in the student body is held equally accountable for upholding this principle. All students are held accountable according to the cheating policy established in this Student Handbook.

Being a Rebel is more than how we show ourselves while the school is watching; Rebels embody integrity throughout our everyday lives, whether or not we will receive recognition. On school trips or at away games, in the hallways, and after we leave school, we act with integrity and always do what is right.

Maryville High School would be nothing without our teachers, administrators, and staff. It is our duty as Rebels to respect those who have devoted their lives to our education. We respect our peers as much as we ourselves want respect. Mutual respect between the students and the school community ensures each student has an equal opportunity to learn and grow.

## **Attendance (AP Office)**

Attendance at Maryville High School is recorded on a per class basis. If students miss (arrive late or check out early) more than 50% or more of class time from a class period or block, they are counted absent in that class for that day.

### **EXCUSED VS UNEXCUSED ABSENCES:**

All absences incurred by a student are included in the student's total. Maryville High School distinguishes between excused and unexcused absences, only for the purpose of truancy. Excused absences can be for medical reasons, court appearances, a death in the family, or a religious holiday. In addition, a student may be excused with a parental note up to ten days per school year. Absences without proper documentation (excuse note) are considered unexcused after three school days. A student that is on campus and not present in class will be counted unexcused.

### **EXCEPTIONS:**

Students will not be counted absent if they are representing Maryville High School in a local, state, or national competition that has been approved by the principal. Students have two days during each of their junior and senior years for college visits.

### **DOCUMENTATION:**

Notes must be taken to the attendance office prior the morning warning bell or upon arriving during the school day. The student will then be given an **Admit Slip** to show to their teachers. Documentation from parents should clearly state the days the student has been absent and the reason the student has been absent or will be absent. Notes from professionals should clearly state the period of time the child was or will be required to be absent from school and not simply that the child was seen in the office or place of business. After ten absences, the principal or assistant principal will require a note from a professional before issuing an "excused" admit slip to a student. Students who fail to report to the attendance office before the morning warning bell to acquire an admit slip to class, or to turn in a check-out notice, will receive two morning detentions.

### **CHECKING OUT**

Check-outs should be held to a minimum and are limited to the following:

1. Emergency - Decision to be made by the principal or assistant principals.
2. Prior arrangement - If a written request is received by officials in the attendance office prior to the beginning of the school day, the student will be dismissed at the requested time. The checkout note must include the student's full name, date, time of dismissal, phone number where parent/guardian can be reached for verification, and signature of the parent/guardian.
3. The parent/guardian comes to the main entrance office to sign the student out for a legitimate reason.

Students who become sick during the school day must report to the assistant principal's office/school nurse before they call home. The assistant principal's office will assist the student and permit the student to call home. The student will remain in the assistant principal's office or with the school nurse until he/she receives permission to go home or until he/she is picked up by a parent/guardian.

Students are allowed to check out during third block only for medical or legal purposes and proper documentation is provided. Students are not allowed to check out to retrieve items needed for school. Leaving school without permission will result in automatic suspension.

Students checking out of school on an altered schedule day will receive an unexcused absence.

## **TARDINESS TO CLASS**

Students are expected to be on time for class. A student will be allowed a total of three class tardies per term for all classes before the following disciplinary policy will take effect.

On the fourth tardy to class, the student will serve two days of morning detention. If the fourth tardy is to second block, then the student will lose his/her "break" privileges for the remainder of the term. A student will lose parking privileges after receiving five (5) tardies to class.

The fifth, sixth and seventh tardies will result in after-school detention. The eighth tardy will result in out-of-school suspension of 1 day and revoking of all student privileges for that term (ballgames, dances, extracurricular activities) and being placed in lunch detention for the remainder of the term. Continued violation of this policy will result in a Disciplinary hearing.

## **TARDINESS TO SCHOOL**

Students are expected to be on time for school. Any student who reports to school after the morning tardy bell is considered tardy. On the fourth tardy to school, the student will serve two days of morning detention. On the fifth tardy to school, the student will serve four days of morning detention.

Any following tardies will result in afterschool detention or suspension. Medical and legal notes are not counted as tardies. A student will lose parking privileges after receiving six (6) tardies to school. At eight (8) tardies to school, the student will lose all privileges for that term (ballgames, dances, participation in extracurricular activities) and will be placed in lunch detention for the remainder of the term. Continued violation of this policy will result in a Disciplinary hearing.

# **Classroom Procedures and Grading**

\*Please refer to the Maryville High School Course Catalog and teacher's policies and guidelines.

## **GRADING POLICIES**

Maryville High School expects students to be academically successful in all course work. Opportunities for recovering lost credit are limited.

## **CHEATING**

Personal integrity is valued by the members of the Maryville community. Cheating will be dealt with at the classroom level and can be elevated to the administrative level with teacher discretion. Cheating may have associated consequences up to expulsion. Cheating on a state mandated exam will result in administrative intervention and the state will nullify the student's test score.

## **HALL PASSES**

Students are not permitted in the halls during class periods unless they are accompanied by a teacher or have a hall pass from an authorized staff member.

## **MAKE-UP WORK**

Students with excused absences have the responsibility for arranging make-up work with all teachers upon their return to school. In the case of single day absences, the student will be expected to be prepared to participate in all previously assigned classroom activities, including tests and quizzes, on the day he/she returns to class. In cases where a student misses more than one consecutive day, a student shall receive at least the number of days missed plus three additional days to complete missed work. For planned absences (doctor appointments, trips, college visits, etc.), students should consult with the teacher about completing work prior to the absence. Long-

term projects, papers, and reports are due, regardless of an absence, and should be sent to school if the student must be absent.

## **FINAL EXAMS**

A final comprehensive assessment is required in all courses. The exam grade will count as 25 percent of the student's final grade. **All final exams will be taken during the designated testing period unless prior arrangements have been made with the assistant principal's office.** The administration will review requests to take a final exam at a time other than during the designated testing period for unanticipated reasons only such as illness, family emergencies, hospitalization, etc. If such permission is granted, the exam will be administered after the regularly scheduled exam period. Students will not be granted permission to take the exam prior to the designated date and time.

## **Student Behavior Expectations (AP Office)**

### **Student Behavior**

To create a learning atmosphere with high expectations and to foster a positive attitude, a school must have consistent guidelines. In addition to specific regulations detailed in this document, students are to refrain from the following: fighting, stealing, possessing or using anything that might be considered a weapon, showing disrespect toward teachers or other school employees, behaving in a rowdy manner, displaying affection that is in poor taste, using vulgar language, name-calling and hazing other students, or exhibiting any other behaviors that disrupt the classroom, campus environment, or any school-related activities.

### **ALCOHOL AND DRUG ABUSE**

Any of the following activities by a student will result in a suspension from regular school for a minimum of 90 days except that the Director of Schools may modify the suspension on a case-by-case basis: 1) being under the influence of, 2) using, 3) possessing, 4) furnishing to another student, or 5) showing clear indication of recent use of alcohol, drugs, or drug paraphernalia while at any school related activity, whether on or off campus. It will be the responsibility of the principal to notify the Maryville Police Department or other authorities as applicable as soon as possible when evidence is found that there has been a violation of this policy.

If a student receives any remuneration whatsoever, whether monetary or otherwise, for furnishing alcohol, drugs, drug paraphernalia, or substances represented to be unlawful drugs to another student (of any school jurisdiction) at any school related activity whether on or off campus, or on any school property, said student will be expelled from school attendance and not be eligible for enrollment in the alternative school, except that the Director of Schools may modify the suspension on a case-by-case basis.

For the purpose of this policy, the following definitions shall apply: "Drug" means any controlled substance, marijuana, alcohol (any liquid containing alcohol), legend drug or any other substance whose possession or use is regulated in any manner by governmental authority, including the school system.

Without limiting the above definition, "drugs" shall specifically include the possession of any glue, paint, gasoline, aerosol, chlorofluorocarbon gas or other substance containing or having the property of releasing fumes which can cause a condition of intoxication, inebriation, elation, dizziness, excitement, stupefaction, paralysis, or the dulling of the brain or nervous system or disturbing or distorting of the audio or visual processes. Such definition shall further include, but not be limited to, over the counter or prescription medications such as cough syrup where such medications are ingested in excess of the recommended dosage absent the orders of a physician.

"Drug paraphernalia" means all equipment products and materials of any kind which are used, intended for use, or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body, a drug as defined in this

policy. An electronic pager or cell phone in possession of a student shall be included in this definition if used or intended for use as defined in this policy.

## **TOBACCO**

Students of any age are forbidden to use or possess tobacco or any tobacco-like substitute, in any form, while at school or while participating in any school-sponsored activity, at school or away. The offender will receive a minimum consequence of a three day suspension. The administration will notify the Maryville Police Department when evidence is found that there has been a violation of this policy.

## **CARE OF SCHOOL PROPERTY**

Students are responsible for the proper care of all books, supplies, and furniture supplied by the school. Students who disfigure property, break windows, or in any way damage school property or equipment will be required to pay for the damage done or replace the item. Disciplinary action will also be taken. Any unlawful act taking place on the school grounds or on buses not only makes the student subject to penalties which the courts may prescribe, but also could result in suspension or dismissal from school.

## **CELL PHONES**

Students are permitted to use cell phones in classrooms only with teacher permission. Students are permitted to use cell phones throughout the school day for purposes other than receiving and making calls or taking pictures and videos.

*1<sup>st</sup> Offense:* The student's cell phone/device will be confiscated. The device will be returned when the student presents a parentally signed cell phone policy form.

*2<sup>nd</sup> Offense:* The student's cell phone/device will be confiscated and the parent/guardian must retrieve the cell phone/device from the assistant principals' office. The student will be required to serve (3) hours of After School Detention.

*3<sup>rd</sup> Offense:* The student's cell phone/device will be confiscated and the parent/guardian must retrieve the cell phone/device from the assistant principals' office. The student will be required to serve (6) hours of Saturday Detention with additional consequences including loss of parking permit, loss of extracurricular activities, etc.

Refusal to give your cell phone or device to a staff member will result in suspension.

Any further Offenses will result in administrative meeting with parent and consequences could include suspension and/or placement in an alternative setting.

Any cell phone or electronic device suspected of having pornography will be immediately turned over to the SRO and Maryville Police Dept.

## **DETENTION**

Detention is a punitive placement for those students who have violated the behavior policies established in the Maryville High School student handbook and is designed to be an alternative to out-of-school suspension. It is used by the Maryville High School administration when deemed appropriate. An administrator may place any student who commits a disciplinary infraction (excluding those offenses which result in an automatic suspension or expulsion) in detention.

Levels of detention:

- 1) Morning Detention is held daily 30 minutes prior to the start of school. Students must bring school work to study during this time.
- 2) Break Detention is held during morning break for students with 4 or more tardies to 2<sup>nd</sup> block.

- 3) After School Detention is for 3 hours immediately following school. Students should report to the Assistant Principals' office at 3:30 and may be picked up at 6:30PM. Campus beautification occurs during this time.
- 4) Saturday Detention is held from 9AM until 3PM. Students must bring their own lunch as they are not allowed to leave or have lunch brought to them. Campus beautification occurs during this time.
- 5) Teacher Detention may be held one hour before or after school or during break as a disciplinary measure. Such detention shall be supervised by the teacher who assigned this action. Students will be expected to notify their parents that they are remaining after school.

## **DISRUPTIVE DEVICES**

Disruptive devices are not allowed on campus. All such devices will be confiscated and returned at the end of the school year. Personal listening devices may be confiscated if being used without the appropriate approval. Earbuds and headphones will only be allowed with teacher permission in the classroom.

## **DRESS CODE**

The dress code for students at Maryville High School requires students to be neat and well groomed. When, in the opinion of the principal, assistant principal, teacher, or school employee, a student is not appropriately attired or exhibits grooming which constitutes a distraction/disturbance to the school environment, the student will be asked to change clothing or sent home and not readmitted until he/she is properly attired or groomed.

Shoes and proper clothing are to be worn at all times. The following attire is inappropriate: sunglasses; hats or headbands (hats are not permitted on campus); tank tops; shirts, blouses, sweaters, dresses or leggings which are inappropriately revealing or suggestive; revealing pants or shorts with rips, tears, or holes; clothing which allows undergarments to be visible when standing or sitting; any clothing that has obscene/profane language, depictions of alcoholic beverages/unlawful substances, or is gang-related; visible body piercing or facsimiles other than ears or a small nose stud; or sagging pants. Tennessee State Code Annotated prohibits "wearing while on the grounds of a public school during the regular school day, clothing that exposes underwear or body parts in an indecent manner that disrupts the learning environment."

The hemlines of students' dresses, shorts, skirts, etc. should fall at or below 4 inches above the knee (as a general rule, fingertip length with arms extended at sides).

## **FIGHTING**

Any student who participates in a fight at school or any school activity will be suspended from school for a minimum of three days.

Any student committing battery upon any teacher, principal, administrator, or any other employee of the LEA will be suspended for one calendar year.

## **HARASSMENT POLICY**

Students shall be provided a safe learning environment free from sexual, racial, ethnic, religious discrimination, harassment, intimidation, bullying, or cyber bullying. This policy addresses conduct taking place on school grounds, at any school-sponsored activity, on school-provided transportation, or any official school bus stop immediately before boarding and immediately following de-boarding. If the act takes place off school property or outside of a school-sponsored activity, an act of discrimination, harassment, intimidation, bullying or cyber bullying occurs if the act is directed specifically at a student or students and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment or learning process. Discrimination, harassment, intimidation, bullying or cyber bullying of students will not be tolerated.

Discrimination, harassment, intimidation, bullying or cyber bullying means any act that substantially interferes with a student's educational benefits, opportunities, or performance.

In compliance with TCA Sec. 49-6-1014-1019, it is a violation for any student to harass, intimidate, bully or cyber bully or create a hostile educational environment for another student.

Complaints of discrimination, harassment, intimidation, bullying, or cyber bullying should be reported to a faculty member or administrator. The Director of Schools will ensure each principal has established appropriate written procedures to handle complaints. (Board policy **10.5.7**)

## **OUT OF BOUNDS**

During lunch, students are permitted to be in the front hallway from Student Services to the double doors outside Room 262. Students are also permitted to go outside to the visitors' bleachers at the football field. Students in violation will be assigned detention.

## **SUSPENSIONS**

The principal or assistant principal is authorized to suspend a pupil from attendance at school, including its sponsored activities, or from riding a school bus. Suspended students are expected to keep up with all in-class assignments as communicated by the teacher. Students who are suspended are not permitted to attend or participate in school-sponsored or related activities during the period of suspension. This provision is inclusive of all such activities regardless of the location of event. Suspended students are not to be present at the school at any time during the suspension except for scheduled meetings with administrators or counselors and must be accompanied by a parent/guardian.

# **Student Services**

## **ATHLETICS**

Maryville High School fields teams in the following sports that are sponsored by the Tennessee Secondary Schools Athletic Association (TSSAA): football, basketball, baseball, girls' softball, volleyball, wrestling, track, golf, soccer, and tennis. A non-TSSAA sport in swimming is also offered. To be academically eligible, each participant must earn six credits the preceding year. In order to participate, a student athlete must meet requirements set forth by TSSAA and adhere to Maryville High School's expectations.

For any student to be eligible for participation, he or she must be present at least 50% of the school day.

## **BUS TRANSPORTATION**

Students living farther than one and one-half miles from the school are eligible for bus transportation. All bus riders are expected to comply with the rules given out at the beginning of each school year. If violations occur, the principal may suspend the pupil from the privilege of riding the school bus.

## **LIBRARY MEDIA CENTER**

The Library Media Center is open from 7:30 a.m. to 4:30 p.m. daily and Monday night until 6:00 p.m. Books may be checked out for three weeks; magazines and reference books are to be used in the library, but may be checked out overnight for emergency needs. For most overdue books, there is a fine of ten cents per school day. There is a fine of 25 cents per book for overnight overdues. I.D. cards are required for checking out any library materials. Payment must be made for lost or damaged books or fines by the end of each term. Visit the library web site at [www.maryvillehighschool.org](http://www.maryvillehighschool.org) for more details.

## **PRESCRIPTION MEDICATION**

Any student who is required to take medication during the school day should bring the medication with the prescription to student services prior to the start of the school day.

## **STUDENT INSURANCE**

Student insurance is available at a nominal cost and is optional. When a student insured under this plan is injured, the student or parents should obtain a claim form in the office. This form must be completed by his/her parents and be presented to the doctor or hospital. The school merely acts as a medium in supplying the insurance. All students participating in athletics or in shop classes must have student insurance or a note from their parents explaining that they are covered by another policy.

## **TEXTBOOKS**

Students are accountable for all free textbooks. Maryville City School System must be reimbursed for any books that are damaged, destroyed, or misplaced. If a student loses a book during the school year, he/she must pay for the lost book before another one can be issued. Classroom teachers and the librarians make the decisions regarding book damage. All monies for lost or damaged books must be paid to the librarians.

## **YEARBOOKS**

Yearbooks are reserved through smart-pay.com only. No yearbooks are reserved through the school. Because no extra books are ordered, it is the student's responsibility to reserve his/her book through smart-pay.com.

## ***CAFETERIA/ FOOD AND DRINK POLICY***

The Maryville High School Cafeteria offers the choice of a hot lunch, a fast food line or a salad bar at all lunch periods. Breakfast costs \$1.50 and lunch costs \$3.00. Students also have the opportunity to purchase biscuits, juice, and milk at break.

Students are to return trays and utensils to the proper racks and dispose of trash in appropriate containers. Lunches outside shall include only disposable items. NO plates, NO trays, and NO silverware are allowed outside the cafeteria. Failure to maintain a clean outside area will result in forfeiture of privileges. No fast food meals, pizza, or carbonated beverages are to be brought to school or sent to students at school.

Payment may be made to a lunch account by cash, check or online ([www.schoolpaymentsolutions.com](http://www.schoolpaymentsolutions.com)). All students must use their accounts when purchasing a meal. Money cannot be withdrawn from an account to use for other activities. Money may be carried over from one year to the next. Cafeteria workers will notify a student when their account is below \$3. No charging will occur after the last four weeks of school and negative balances must be paid before the last day of school.

## **FOOD AND DRINKS**

**No food is permitted in classrooms or hallways. No outside beverages are allowed. No energy drinks are permitted at any time at Maryville High School.**

## ***GUIDANCE***

### **CHANGE OF ADDRESS**

All students must immediately inform the office of any change of address, telephone number, or guardianship. **Failure to immediately report moving outside the Maryville City School district will result in withdrawal from Maryville High School.**

### **GUIDANCE AND COUNSELING**

Counseling services for students include confidential, individual, and group counseling; career and college information; scholarship and financial aid information; standardized testing and interpretation; and class registration assistance. Students are encouraged to take advantage of the guidance services offered, not only by the counselor, but also by the principals and other faculty members. Guidance counselors may be reached at 977-7970.



## **PARENT CONFERENCES**

Parents may make appointments for conferences with teachers, counselors, or the principal by telephoning the school office, 982-1132 or the guidance office, 977-7970. If possible, these conferences should be scheduled and the involved teachers notified at least two days before the conference is to be held. An attempt will be made to schedule these during the teacher's planning period.

## **REPORT CARDS**

Report cards will be issued at the end of each term (eighteen weeks). Student progress can be viewed by accessing Power School at any time. There will be a \$1.00 fee to reprint a grade card. Transcripts can be requested in the guidance office with a \$3.00 fee to print.

## **SCHEDULE CHANGES**

On the first day of school, all students will receive their schedules. All schedules are considered complete at this time.

## **WITHDRAWAL AND TRANSFER**

The procedure for withdrawal from school is as follows: (1) provide evidence of authorization for withdrawal or transfer from a parent/guardian; (2) obtain the appropriate forms from the school office; (3) have the forms filled out by the teachers, return all school books and property, including the student I.D. card, and make sure all fees are paid; (4) return parking pass to the Assistant Principal's office; and (5) take completed forms to the school office for final clearance.

# **MHS Procedures**

## **AUTOMOBILES**

Driving an automobile to school is a privilege, not a right. All vehicles must be properly parked in a designated parking lot with parking decals properly displayed. On-campus student parking is restricted to only those students who have a parking decal. A student who parks on campus without a permit will forfeit his or her opportunity to purchase a parking permit in the future. Students must park, lock, and exit their vehicle immediately upon arrival to school. No student may return to his/her car without permission from the principals. **Automobiles are subject to search by school authorities.** Illegally or unlawfully parked vehicles will be issued a parking citation (\$55 fine) , booted, and/or towed at the owner's expense. Failure to follow all parking rules, six tardies to school, or five tardies to class per term will result in loss of all parking privileges, and no money will be refunded.

## **COMPUTERS**

Students will be required to have a signed Acceptable Use Policy on file.

## **DELIVERIES TO SCHOOL**

The school does not accept celebratory deliveries for students.

## **FIELD TRIPS, ATHELETIC TRIPS, AND EXTRACURRICULAR ACTIVITIES**

All school-sponsored field trips will require appropriate approval. All campus disciplinary rules apply to students while on school-sponsored trips. Buses for games and field trips are scheduled by the school and each is under the direction of a faculty member. Students are required to return to the school on their assigned bus unless the parents make other arrangements with the faculty member in charge. Reasonable dress and conduct appropriate to the situation are expected. Students going on field trips, athletic trips, or attending any extracurricular activity are expected to be in regular school attendance both before and after the trip. For any student to be eligible for extracurricular activities, they must be present at least 50% of the school day.

## **FORFEITURE OF EXTRACURRICULAR ACTIVITIES**

Extracurricular activities are a privilege at Maryville High School. Poor student conduct can result in a suspension of those privileges. Once a student has been suspended, expelled, or placed at Maryville Academy (the alternative school), he/she immediately forfeits participation in all extracurricular activities sponsored by or associated with Maryville High School.

## **GRIEVANCE PROCEDURE**

Any student of this district who believes that he/she has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity may file a written complaint with the director of schools. The director of schools shall cause a review of the written complaint to be conducted and a written response mailed to the complainant within ten working days after receipt of the written complaint. A copy of the written complaint and the director of schools' response shall be made available to each member of the board of education indicating with particularity the nature of disagreement with the response and the reasons underlying such disagreement.

The board of education shall consider the appeal within the next 30 days following receipt of the response. The board of education shall permit the complainant to address the board in an open meeting concerning the complaint and shall provide the complainant with its written decision in the matter as expeditiously as possible following completion of the hearing.

## **I.D. CARDS**

I.D. cards are required to be carried at Maryville High School. I.D. cards must be presented to check out books or materials from the library, for admittance to the library, to buy tickets to athletic events or after-school functions (dances, etc.), and most importantly, to be identified as a student at Maryville High School.

I.D. cards are made for sophomore students for a fee of \$5.00. Students are expected to keep their ID's until they graduate. Any lost I.D. card should be reported to Ms. Petree in room SO1. The cost of any remake will be \$5.00. I.D. cards should be carried at all times and are to be shown and/or surrendered to faculty and staff members upon request. Any student who withdraws or drops from school must turn his/her I.D. card in to the assistant principal.

## **LOCKERS**

Any student who wishes to be assigned a locker should report to student services. The school reserves the right to inspect student lockers at any time.

## **SCHOOL FUNCTIONS**

It is necessary to secure approval from the principal in order to hold any school-sponsored function. The sponsor or sponsors of the organization must approve, be present, and assume responsibility for the function. Approval of the board of education is required for outside groups to use school facilities.

## **SIGNS, ADVERTISEMENTS, Etc.**

Before signs or advertisements are displayed in the school, an administrator must give permission. Signs can only be placed on tile or painted block walls, and masking tape should be used. It is the responsibility of the person who puts up the sign to see that it is taken down within a reasonable length of time.

## **TELEPHONES**

The school telephone is for school business and will be used by students only in the case of an emergency and then only with the permission of the administrative support staff. Telephone messages will only be accepted from parents and employers.

**TUITION**

The tuition fee required of all students residing outside the city limits of Maryville for the current school year is \$2,200.00. Tuition fees are due and payable on the first day of school. **Failure to immediately report moving outside the Maryville City School district will result in withdrawal from Maryville High School.**

**VISITORS**

The Student and Employee Safe Environment Act of 1996 requires that all visitors, except on occasions such as athletic events and open house, must report to the receptionist and register as a guest. Guest passes will be issued. Authorization to have a guest, other than a parent/guardian, must be obtained from the principal or assistant principal prior to that person’s coming to school.

**STATEMENT OF NONDISCRIMINATION**

It is the policy of the Maryville City School System not to discriminate on the basis of sex, race, national origin, creed, age, marital status, or disability in its educational programs, activities, or employment policies as required by Title VI and VII of the 1964 Civil Rights Act, Title IX of the 1972 Educational Amendments, and Section 504 of the Federal Rehabilitation Act of 1973. It is also the policy of this district that the curriculum materials utilized reflect the cultural and racial diversity present in the United States and the variety of careers, roles, and lifestyles open to women as well as men in our society. One of the objectives of the total curriculum and teaching strategies is to reduce stereotyping and to eliminate bias on the basis of sex, race, ethnicity, religion, and disability. The curriculum should foster respect and appreciation for the cultural diversity found in our country and an awareness of the rights, duties, and responsibilities of each individual as a member of a pluralistic society.

Inquiries regarding compliance with Title VI, Title IX, and Section 504 may be directed to Maryville City Schools, 833 Lawrence Avenue, Maryville, Tennessee 37803, telephone (865) 982-7121.

**Who’s Who at Maryville High School**

Principal	Greg Roach	
Assistant Principals		Brett Coulter
Maria Greene		Joe Pinkerton
Donna Wortham		
Athletic Director	Larry Headrick	
Guidance Counselors		Jennifer Abernathy (A-G)
		Rachel Scarboro (H-N)
	Kori Holland (O-Z)	Kim Porter (Seniors H-N)
		Jackie Stryker
(Transition Counselor)		
Maryville City Police Department School Resource Officer		Raymond Barnhart

Maryville City Schools and Maryville High School reserve the right to add, delete, or change any information within this handbook without prior notification.