

SPRING HILL HIGH SCHOOL STUDENT HANDBOOK

2020-2021

Dr. Christine G. Potts, Principal

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Office (931) 486-2207 * Fax (931) 486-3113



The Raider Way:

Be Ready/ Be Responsible/ Be Respectful

<https://springhillhighschool.mauryk12.org/>






The Maury County Board of Education does not discriminate on the basis of race, creed, religion, national origin, age, gender, marital status, disability or any other unlawful area in the operation of its educational programs and in personnel administration.

The Section 504, Title II and Title IX Coordinator and complaint manager for students for Maury County Schools is Dr. Ron Woodard Address: 501 West 8th Street, Columbia, TN 38401. Phone: (931) 388-8403, ext. 8114.

DISCRIMINATION/HARASSMENT GRIEVANCE PROCEDURES

All discrimination/harassment will be taken seriously and will be investigated. Should you feel you have been a victim of discrimination or harassment, please contact Dr. Ronald Woodard, Assistant Superintendent or Scott Lindsey, Human Resource Supervisor at the Maury County Board of Education, 501 West 8th Street, Columbia, Tennessee 38401, 931-388-8403.

Filing a Complaint – Any student of this school district who wishes to file a discrimination/harassment grievance against another student or an employee of the district may file a written or oral (recorded if possible) complaint with a complaint manager. Students may also report an allegation of discrimination/harassment to any teacher or other adult employed in the school who shall inform a complaint manager of the allegation. The complaint should include the following information:

-  *Identity of the alleged victim and person accused;*
-  *Location, date, time and circumstances surrounding the alleged incident;*
-  *Description of what happened;*
-  *Identity of witnesses; and*
-  *Any other evidence available.*

Complaint Manager for students is Director of Student Services, Mr. Karl Lang may be reached at 501 West 8th Street, Columbia, Tennessee 38401. The telephone number is 931-388-8403, Ext. 8110.

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2020-21 MCPS CALENDAR

https://www.mauryk12.org/UserFiles/Servers/Server_225794/File/Communications/APPROVED%20REVISED%2020-21%20SY%20CALENDAR.pdf

PRINCIPAL'S MESSAGE

Welcome to Spring Hill High School, home of the Raiders! We are very excited about the 2020-2021 school year! Thank you for choosing to attend SHHS. We have great expectations for our students and school community. We know our school will continue to be successful with your support and cooperation.

Our handbook is designed to provide students and parents with a brief overview of our school program. We have included basic school operations in this handbook. *We encourage you to read the handbook and contact us if you have questions concerning school operations.* Positive attitudes and open communication lines are imperative among students, parents, faculty, and local community for optimum success to be achieved at SHHS. We encourage you to read the Maury County Schools' Code of Student Rights, Responsibilities, Rules, and Due Process Procedures. This web-based publication is provided by Maury County Schools to each stakeholder and contains board policies pertaining to attendance, academics, grading, discipline, dress code, and other important student and school issues. Our school will function more smoothly if we all understand the expectations of students, faculty, and staff at Spring Hill High School.

We encourage students and parents to *immediately* contact the teacher/counselor/administrator if concerns arise throughout the school year. *Also, please attend parent-teacher conferences, which are provided during the school year.* If you would like to volunteer at SHHS, please call the school office. We would be happy to have you become a part of our team!

Once again, welcome to Spring Hill High School. Together, everyone achieves more! We look forward to a very productive year!

SHHS Administration

Student Expectations

SHHS expects all students to follow: **The Raider Way**
 Be Ready/ Be Responsible/ Be Respectful

| | All Settings | Technology | Classroom | Common Areas | Extracurriculars |
|--------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Ready | Participate positively Set and obtain goals | Bring useable device | Stay on task Participate positively Use free time productively | Alert staff members of unsafe situations Use free time productively Recycle | Join extracurricular activities Support SHHS Organizations |
| Responsible | Show up ready to learn Follow directions Accept consequences | Instructor directed usage Report inappropriate content Be aware of what you put on the internet | Show up ready to learn Bring all necessary materials to class Follow directions | Keep SHHS neat and clean Leave surroundings better than you found them Obey bus, driving, and parking rules | In the community represent SHHS with class Exceed the eligibility requirements Obey bus, driving, and parking rules |
| Respectful | Use appropriate language/volume Treat materials and equipment with care Respect others space Display affection appropriately | Leave equipment the same way you found it Keep food and drink away from devices Remember social boundaries | Listen to teacher and other students Be in class on time Treat materials and equipment with care | Follow the traffic patterns Use table manners Present ID when required | Treat visiting schools as guests Sport a winning attitude |


Vision


Educating Every Child for **LIFE!**


Mission


We will provide the educational instruction, tools, and environment for every child to succeed in **LIFE** as **Life-long Learners, Independent Thinkers, Fearless Innovators and Exemplary Citizens.**


Beliefs


 We believe that our teachers, school, district, local, and state leaders must work together to align policies, resources, initiatives, and accountability efforts to support our school as they adopt and implement comprehensive school improvement designs.


 We believe key conditions such as strong leadership, a plan for continuous improvement, qualified teachers, commitment to goals, flexible scheduling, and support for professional development must exist.


 We believe all students should be enrolled in a program of study that will prepare them for further study and a career.

 We believe a safe and healthy learning environment is imperative for student success.

 We believe that all students who have a goal and see meaning and purpose in learning are more motivated to learn grade level and course standards.

 We believe all students learn best when they have a personal connection to the school.

 We believe all students learn best when teachers maintain a demanding and supportive environment that pushes students to do their best.

 We believe all faculty members should be involved in continuously improving teaching and learning.

Spring Hill Alma Mater

*On the city's southern border,
Reared against the sky,
Proudly stands our Alma
Mater, As the years go by.*

*Forward ever be our
watchword, Conquer and prevail,
Hail to thee our Alma
Mater, Spring Hill High, all
hail.*

*Cherished by our sons and
daughters, Memories sweet shall
throng,
Round our hearts our Alma
Mater, as we sing this song.*

*Forward ever be our watchword,
Conquer and prevail,
Hail to thee our Alma
Mater, Spring Hill High, all
hail!*

Spring Hill Colors and Mascot

Maroon and White
Raiders

2020-2021 REGULAR BELL SCHEDULE


Occasionally, we will operate the school day with an abbreviated schedule.


**** Dates and bell schedules are posted on our school's website.***


2020-2021 Bell Schedule

| Start Time | End Time | Description | Minutes |
|------------|----------|-------------------|---------|
| 7:35 | 7:43 | Warning Bell | |
| 7:45 | | Tardy Bell | |
| 7:45 | 8:28 | RAP | 43 |
| 8:28 | 8:33 | Change Classes | 05 |
| 8:33 | 9:53 | 1st Block 1a & 1b | 80 |
| 9:53 | 9:58 | Change Classes | 05 |
| 9:58 | 11:18 | 2nd Block 2a & 2b | 80 |
| 11:18 | 11:23 | Change Classes | 05 |
| 11:23 | 13:18 | 3rd Block 3a & 3b | 115 |
| 11:18 | 11:45 | A Lunch | |
| 11:49 | 12:16 | B Lunch | |
| 12:20 | 12:47 | C Lunch | |
| 12:51 | 1:18 | D Lunch | |
| 1:18 | 1:23 | Change Classes | 05 |
| 1:23 | 2:45 | 4th Block 4a & 4b | 82 |


GENERAL SCHOOL OPERATIONS


 School Hours (in class) for Students: 7:45 am – 2:45 pm (Students should not be in the building unsupervised before 7:00 am and after 3:00 pm).


 Bus/Breakfast area open at 7:00 am


 Teacher Hours: 7:30 am – 3:00 pm


 School Office Hours: 7:00 am – 3:30 pm


 Food and/or drink from outside eating establishments (i.e. McDonald's, Sonic, Burger King, etc.) are not permitted in the school.


 All students must enter and exit the main (front) Entrance of the building after 7:45 AM and before 2:45 PM.


 Car Rider drop off is at the main (front) Entrance.

 Students that drive to campus enter the lower A hall entrance prior to 7:45 AM.

 Bus drop off and pickup at the set of doors next to the cafeteria on the Northside for the building.

 ID badges are to be in a student's possession at all times (when issued). Failure to produce one's ID upon request may result in disciplinary action.

 Discipline infractions, unmet academic expectations, and/or attendance issues may result in students being prohibited from participating in school functions and extracurricular activities, including, but not limited to, Junior-Senior Prom, School Dances, Field Trips, Pep Rallies, Plays, Athletic Activities, and any other activities deemed appropriate. RTI-B and or Truancy placement in Tier II or Tier III will result in said consequences/prohibitions above.

 Students must leave campus at the end of the school day (3PM), unless they are participating in a school activity supervised by a SHHS staff member. Parents failing to see that students are picked up in a timely manner will be reported to the authorities and or DCS.

ATTENDANCE

ATTENDANCE/TRUANCY OFFICE

Office: 931-486-2207 * FAX: 931-486-3113

JoDee Ailshie, Attendance Clerk (*Grades 11 & 12*) ex. 2062

Procedures to Follow When Absent from School

ABSENCES FROM SCHOOL

If a student is absent all day, part of the day, or from any class, he/she must bring a dated note explaining the absence. The note must be signed by a parent/guardian. If the student has a doctor/dental appointment, the note must be on letterhead, have the doctor/dentist's name and time of the appointment. All notes must be turned in to the school office. All notes will be reviewed and may be verified with doctor/dental office. The note will be kept in the student's attendance file.

- ◆ Excuse notes must be submitted within five (5) days of absence. NO EXCEPTIONS
- ◆ Funeral note must include either funeral card or obituary. Only excused if death of an immediate family member (parents, children, grandparents, brother, or sister)
- ◆ College visits are allowed for 11th and 12th grade students during the school year. Forms are available in guidance office and must be completed prior to college visit.
- ◆ Students are allowed **twelve (12) parent notes per year**. If you choose to use all of your notes in the first semester, understand that additional notes will NOT be accepted, and you will be considered truant.

PARENT NOTES FOR ABSENCES OR TARDIES

- ◆ Must include student's full name (not a nickname or only first name)
- ◆ Must include date(s) student was absent
- ◆ Must include reason student was absent

- ◆ Must have parent/guardian signature and valid phone number to verify
- ◆ One student per note. Please do not include two or more students on one note. We must have a separate note for each student's file

TARDY TO SCHOOL

A student is expected to be on time to school and to class and be seated in his/her desk in the classroom when the tardy bell rings (See MCPS Board Policy 6.300 Exhibit B)

- ◆ Students who are tardy to school must sign in through the front office to get a tardy slip.
- ◆ Doctor, Court, funeral, etc. notes accepted for a tardy

TARDY INFRACTIONS:

- ◆ 7 Unexcused: One day ISAS lunch (parent/guardian notification)
- ◆ 9 Unexcused: One day In-School alternative setting
- ◆ Continued unexcused tardies: School privileges revoked (See Tier III PTIP)
- ◆ **Tardy count starts over each semester**

EARLY DISMISSAL

- ◆ Phone calls and emails to dismiss students from school are not permitted. NO EXCEPTIONS.
- ◆ Students must bring a note signed by parent/guardian including a valid phone number to the front office at the beginning of the school day.
- ◆ **No early dismissals after 2:15 PM**

IT'S THE LAW FOR YOUR STUDENT TO BE IN SCHOOL

The State of Tennessee passed and implemented new truancy laws beginning the 2018-2019 school year. SHHS in determining its attendance policies adheres to the following: Tennessee Department of Education Rules & Regulations, Maury County Board of Education Policies, Tennessee Code Annotated, and United States Code Annotated.

MCPS PROGRESSIVE TRUANCY INTERVENTION PLAN

Prior to referral to juvenile court, the following progressive truancy intervention plan will be implemented:

- ◆ 3 Unexcused Absences: (Tier I begins) Letter sent to parent/guardian and student placed on a Attendance Contract
- ◆ 5 Unexcused Absences: (Tier II begins) Parent/guardian called to SHHS Truancy Review Board. *Both student and parent are REQUIRED to attend. Failure to attend will result in a meeting with Vice Principal Richey and Attendance/Truancy Office*
- ◆ 7 Unexcused Absences: (Tier III begins) Parent/guardian notified.
- ◆ If Progressive Truancy Intervention Plan fails, student will be sent to District Truancy Review Board and petitioned to Juvenile Court

While student is in Tier II or III, school privileges are revoked and or not allowed. (This includes parking passes, participation in athletic events & practices, field trips, prom, etc.) Student may also be placed in ISAS lunch

STUDENT CONTACT INFORMATION

It is the parent/guardian's responsibility to complete the student registration/contact form with valid information so that we may contact you regarding any school-related issues.

- ◆ NO phone calls, emails or notes will be accepted to change contact

information. Parent/guardian MUST make changes in person in the attendance office





TENNESSEE LEARNER’S PERMIT/DRIVER LICENSE

A Certificate of Compulsory School Attendance Form may be secured by contacting the Maury County Board of Education at (931) 388-8403.

SCHOOL SUCCESS STARTS WITH ATTENDANCE

SHHS adheres to the attendance policies of the Tennessee Department of Education Rules and Regulations, Maury County Board of Education Policies, Tennessee Annotated, and United States Code Annotated.

Please refer to the on-line version of the Maury County Board of Education Handbook for the following Board Policies:

-  Policy 6.200 – Attendance / Attendance Procedures for Truancy
-  Policy 6.201 – Compulsory Attendance Age
-  Policy 4.704 – Class Attendance Grades 9-12
-  Policy 6.300 Exhibit B – Excessive Absences / Tardiness to School

EVERY DAY COUNTS
Procedures to Make-up Work Due to Absences

1. It is the STUDENT’S responsibility to complete work missed during his/her absences.
 2. It is the student’s responsibility to make arrangements with the teacher within three (3) days upon returning to school.
- All work should be made up during remediation time or before/ afterschool hours.

Withdrawal or Transfer of Students

To withdraw from SHHS, contact the Guidance Office Clerk for complete instructions and a Withdrawal Form.

All debts must be paid to the school, cafeteria, and all books returned to the teachers and the library before students withdraw or transfer.

New address and/or new school name, address and phone number must be provided.

Students and parents are encouraged to schedule a conference with their student's guidance counselor to discuss continued success with the student's educational program.




******ALL OUT-OF-ZONE STUDENTS ARE REQUIRED TO REAPPLY EACH YEAR AND ARE SUBJECT AT ANYTIME TO BEING SENT BACK TO THEIR HOME SCHOOL FOR FAILING GRADES, EXCESSIVE TARDIES, OR PLACED IN ANY OF THE TIERS FOR TRUANCY OR RTI-B (DISCIPLINE)**

BUS TRANSPORTATION/CONDUCT

Refer to MCPS Board Policy 6.308

TRAFFIC FLOW/STUDENT PICK-UP

Our SRO's (school resource officer) and school personnel will be supervising and monitoring the arrival and dismissal of students to and from school.

-  The speed limit on school property is 10 miles per hour. All traffic must follow the traffic flow as posted.
-  Students are to be dropped off at designated locations.
-  Remember, students CAN NOT bring in food or drink to the school from outside establishments. This will be confiscated and thrown in the trash.



DO NOT PARK IN THE FIRE LANES! THIS IS A FIRE CODE VIOLATION. YOU ARE SUBJECT TO BEING TICKETED BY THE POLICE and/or TOWED AT OWNERS EXPENSE, BUT MORE IMPORTANTLY, IT IMPEDES THE FIRE DEPARTMENT'S/EMS ACCESS TO THE BUILDING!

STUDENT PARKING

All students who drive to school must purchase a \$20.00 parking pass, which must be **properly displayed**. Students are to park in

designated student spaces. An illegally parked vehicle may be towed away at the owner's expense. Failure to comply with traffic/parking regulations may result in action that could include loss of on-campus driving/parking privileges.

Students are not permitted to loiter in the parking lot before or after school. Upon arrival, (preferably at 7:35 am) students should immediately exit their vehicle and report to their assigned class. Teachers/staff/SROs will be assigned to supervise the parking areas. The parking lot should clear by 3:00 p.m. except for students in after-school activities. Students arriving after 7:45 am will enter at the main entrance located in front of the campus and receive a late slip.

*******Students who utilize their vehicle to skip school or cut classes will lose the privilege of parking at SHHS until further notice.*** Any student caught not parking in the student parking lot (ie. During afterschool activities) are subject to having their parking pass revoked as well as having the car towed at the owner's expense.**

HANDICAPPED PARKING

Handicapped spaces are to be used only by persons issued such permits or who have been authorized by the Spring Hill High School administration.

LOCKERS

Each student who wants a locker will be assigned a locker for a \$10.00 non-refundable locker fee. Students must use school issued locks. A record of lock and locker assignments will be kept in the nurses/copy room. Students are to use the locker assigned to them. No items of value should be left in lockers. All unassigned lockers will be secured and unavailable for student use. SHHS will not be held responsible for lost or stolen articles.

Lockers are subject to search by school officials. Lockers are public property and will be checked randomly for weapons, drugs, or other illicit property. Students will be assessed for damage or defacement of lockers.

TELEPHONE

Students having to make an EMERGENCY call will, with teacher permission, report to the Front Office Clerk. In addition, we will contact students in the event of an emergency at the parent/legal guardian's request. Other personal phone calls will not be permitted unless an administrator grants permission.

USE OF PERSONAL COMMUNICATION DEVICES IN SCHOOL

Refer to MCPS Board Policy 6.312

SCHOOL NURSE/CLERK

If a student is feeling sick, they should ask permission from their teacher (With Note) to go to the School Nurse/Clerk's office. The Clerk will then contact the student's parent/guardian.

PRESCRIPTION/OVER THE COUNTER (OTC) DRUGS

Students are NOT allowed to be in possession of any drug including prescription/over the counter drugs, unless the school nurse has granted written permission for emergency medications or breathing devices such as an inhaler. Parents should contact the school nurse for a meeting if special medical needs should be considered. A physician's statement must accompany all special requests.

Students taking prescription/OTC medications should notify the office with a note from the attending physician/parent for OTC medications. A current phone number for the parent/legal guardian must be on file in the event of an emergency. A record of any health problem/concerns should also accompany medication(s). All medications are to be locked in the nurse's office and will be made available at the proper time during the day. An Administration of Medication Form must be completed and on file in order for medications to be disbursed. Medication Forms may be obtained from the office of the school nurse. At the end of the school year, all medications must be destroyed by the school nurse or released to the

parent.

SCHOOL VISITORS

ALL visitors must enter the building through the Main Entrance and report directly to the Front Office upon arrival to the campus.

Spring Hill High School uses Raptor, a visitor management system that scans a driver's license and/or state ID.

Visitors may not loiter on campus or in the school parking lot.

No visitor shall be permitted to visit or attend classes with a SHHS student. Administrators may make an exception to visitors if deemed appropriate.

All visitors with children are to remain in the school office unless special permission is granted by the administrator.

No visitor shall be permitted to visit teachers during regular school hours unless administrative approval is given.

CODE OF STUDENT CONDUCT

Refer to Maury County Public Schools Student Handbook

******Notice******

All individual persons and or personal property (including electronic devices) are subject to search and or seizure if reasonably suspected to be involved in any activity that compromises the educational mission and or safety of SHHS.

Students that are not on track to graduate, on academic probation, Tiered in RTI-B or Truancy, owe an encumbrance, on an Academic Behavior Plan and/or No Contact Order may be prohibited from participating in athletic events, dances, pep rallies, field trips, graduation and/or any other school sponsored events.

STUDENT SEARCHES/VIDEO SURVEILLANCE

All students who are on campus and not in their assigned location are subject to being searched (this would include but not be limited to bookbags and electronic devices.

School facilities are monitored by video surveillance. (Exceptions are restrooms and dressing areas)

DETENTIONS

Detentions shall be served as assigned by the teacher. Teachers have the option to assign detentions during lunch and before or after school. Failure to serve the assigned detention will be considered defiance of authority.

ISAS (In-School-Alternative-Setting)

Served during normal school hour in designated classroom. This includes ISAS Lunch

******Failure to meet expectations while assigned**

ISAS may result in OSS (Out-of-School-Suspension) for 1 to 5 days****

EXTENDED LEARNING

Extended learning may be assigned by teachers or administration on an as needed basis. Extended learning is held throughout the school year. A schedule for extended learning times will be available via social media.

All school rules and policies are in effect during Extended Learning.

DRESS CODE

Refer to Maury County Board of Education - Policy 6.310 (Most Recent Revision)

DISCIPLINE

Refer to Maury County Board of Education - Policy 6.300

When assigned ISAS or ISAS lunch or SWPBP (School-wide Positive Behavior Program), all electronic devices will be turned off and placed in a container. (Unless given administrative permission to use electronic device for educational purposes) Failure to do so, will result in being written up for defiance of authority and may result in out of school suspension for 1-5 days.

LOST/DAMAGED TEXTBOOKS/ELECTRONIC DEVICES and All Other Encumbrances

***When issued to students through the library/classroom each student is responsible for each item and the condition in which it is returned. ***

1. Procedures: Lost or damaged beyond repair, the following

reimbursement schedule shall be used as a guide for collecting those books damaged beyond repair:

Condition:

- 1 year old.....90% of original cost
- 2-3 years old..... 75% of original cost
- 4 or more years old.....50% of original cost




2. Books issued normally last a 6 to 12 year period. Students having books that have been willfully damaged due to neglect will be charged a mending cost of 20% of half the original cost of the book for each year of service lost.


3. After determining that the student has lost or damaged an item, the student and parents will be notified of the cost of the item(s). The principal may include with the notice a provision stating that failure to pay for the item(s) within a reasonable time may result in the imposition of one or both of the following sanctions:


- a. Withholding of all grade cards, diplomas, or transcripts until payment is made.
- b. Denial of participation from school events.

GENERAL EXPENSES

Students and parents can expect to purchase certain items that are required for class. These may include, but are not limited to the following:

-  Workbooks - See curriculum descriptions
-  Outside Reading materials - i.e., novels
-  Lab and Art Supplies - cost determined by teacher

 **Consumable Fee - \$20.00** - to be paid the first day of school. The consumable fee covers the cost of student handbooks, student ID badges, report card/newsletter mailings and consumable items used during the school year.

 **Locker Fee - \$10.00** – to be paid upon receipt of a locker assignment.

Students are expected to pay all lab/class fees during the first week of class meetings.

Also, there are optional items such as school pictures, yearbooks, pep club, etc.

Class Fees: *Fees are subject to change due to supplier cost increases. Your teacher will notify you concerning class fees.

CAFETERIA POLICIES

1. All students have a daily lunch period.
2. Our school offers a breakfast program. Breakfast is \$1.50 (subject to change) for a 3-4 item breakfast. Breakfast ends at 7:35 a.m. and students must be in their classes by 7:45 a.m. **NO food or drink is allowed out of the cafeteria.**
3. All students are assigned lunch code number, which is bar coded on their ID badges. Students may prepay for lunch each Monday. Checks must be deposited in students' lunch accounts. No change will be given when paying with a check.
4. A monitor is in the dining area at all times. If a student's dining expectations are not met, the student will be assigned a seat for an extended period of time.
5. Students may charge up to maximum of one day. No student will be allowed to charge school meals during the month of May until the end of the school year to allow for collection of unpaid balances. The following is the procedure of charging a school lunch:

Students who need to charge must report to the Cafeteria Manger to secure a lunch charge ticket. They may do this before school or during the first class break. Charges must be paid the following school day.

6. Students are NOT permitted to bring food into the cafeteria from any outside eating establishments (i.e. McDonalds, Sonic, and Burger King).

| <u>Breakfast Prices*</u> | | <u>Lunch Prices*</u> | |
|------------------------------------|--------|------------------------------------|--------|
| Grades 9-12 | \$1.50 | Grades 9-12 | \$2.75 |
| Reduced Breakfast | \$0.30 | Reduced Lunch | \$.40 |
| 2 nd Plate for Students | \$2.00 | 2 nd Plate for Students | \$3.25 |
| Staff Breakfast | \$2.00 | Staff Lunch | \$3.25 |
| Visitors (child minimum) | \$2.00 | Visitors (child minimum) | \$3.10 |
| Visitors (adult minimum) | \$2.75 | Visitors (adult minimum) | \$3.90 |
| | | Holiday Meal (child visitor) | \$4.00 |
| | | Holiday Meal (adult visitor) | \$6.25 |

*Lunch prices are subject to change without notice.










STUDENT INSURANCE

Individual insurance is available early each year to all students. Purchase of the program is optional. All athletes should be able to show proof of coverage under a family policy or should purchase other individual insurance. ***Sports injuries are not covered by the school's insurance.***

PTSA

The Parent/Teacher/Student Association Membership Fee - \$5.00 per person.

The PTSA Goals are:

-  To support the commitment of maintaining educational excellence
-  To increase PTSA membership and encourage parental involvement
-  To increase communications with parents
-  To be a visible presence at school events
-  To provide education seminars
-  To increase awareness and usage of e-mail and electronic newsletters
-  To increase public awareness
-  To increase volunteer opportunities for stakeholders
-  To supply funding for programs, activities and material

PTSA®

everychild.onevoice.®

CLUBS AND ORGANIZATIONS

ABC (Anti-Bullying Club)

Art Club

Beta Club

Key Club

Math Club

DECA (Marketing)

Drama Club

FCCLA (Human Services)

Fellowship of Christian Athletes

Yearbook

HOSA

Interact Club

FFA

National Honor Society

Mock Trial

Skills USA

Spanish Club

Student Council

Future Teachers of America

| | |
|----------------------------------|--------------|
| PEP Club | Robotics |
| Forensic Science Club | Best Buddies |
| National Technical Honor Society | Science Club |
| Spring Hill Scholars | |

ELIGIBILITY RULES FOR ALL SHHS ATHLETES

A summary of TSSAA eligibility rules is provided for your information. Read these rules carefully and be sure that you understand them.

1. A student must have made a passing grade during the preceding semester in at least six (6) full unit subjects. (The preceding semester is the last semester school was in session.)
2. A student must be enrolled before the 20th school day of the semester, in regular attendance, and carrying at least five full courses during the present semester.
3. A student is permitted eight semesters of eligibility beginning with the ninth grade.
4. A student shall be ineligible in high school if he becomes 19 years of age on or before September 1st.
5. Athletes must live at home with their parents.
6. In order for a transfer student with an athletic record to be eligible at another school, there must be a bona-fide change of residence by the athlete's parents.
7. All transfer students must be approved by the Executive Director of TSSAA before participating in any game.
8. Three (3) day practice rule: any student who participates in a high school sport at SHHS for three or more days and then enrolls in another school without a corresponding change in the residence of his parents shall be ineligible to participate in any high school sport for 12 months.
9. A student whose name is listed in the school eligibility report cannot participate in an independent game or meet until the season has closed in that particular sport. (This does not include golf or tennis.) Any fine levied against the school due to a violation shall be paid to the school by the parent.

Spring Hill High School Athletic Policy

Refer to the Maury County Public Schools Athletic Handbook

SCHOOL COUNSELING SERVICES

School counselors are available to assist students and parents with invaluable educational information. Please contact the Guidance Clerk for an appointment with a school counselor. The guidance office is available to help with the following:

1. Academic Records – student information on academic achievement and test results.
2. Individual Program Planning/Schedules - Assistance in the selection of appropriate high school courses.
3. Counseling - Conferences with students about educational, vocational, or personal problems.
4. Informational Services - Information about schools and colleges, occupations and careers, financial aid, etc.
5. Testing Programs - ACT, SAT, PSAT, State Testing, Dual Credit, AP Testing and ASVAB. *Federal law requires public schools to give the address and phone number of students to military recruiters.*



ACADEMICS

Please refer to the Spring Hill High School Curriculum Guide for the following information:

- Scheduling Guidelines and Policies
- High School Graduation Requirements
- Grading Policies
- Graduation Recognitions
- Course Types and Levels
- TN Ready Graduate
- Course Catalog
- Elective Course Descriptions
- CTE Elective Course Descriptions
- Spring Hill Scholars Program
- Dual Enrollment Information
- Testing and Assessment
- Tennessee Scholarship Programs
- Collegiate Athletics Eligibility
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The Curriculum guide is located on the SHHS website under the access tab.

Mastery Redo/Retake Policy

The purpose is to enable students experiencing non-mastery of an assessment to achieve acceptable mastery of the class (es) content. This practice is promoted in our school because we are committed to the idea that we want all of our students to master the content in all of our courses. It is directly related to our mission of “Preparing our Students to be College and Career Ready” upon graduation. Redo/Retake is not to be used to improve a student’s standing in competition for top ten recognition. It is our belief that we are obligated to prepare high performing students to the rigorous expectations that they will experience at the four-year universities. We believe that high performing students must develop the habits to prepare properly and timely for assessments, presentations, projects, etc. in order to be successful in rigorous studies of the major universities. Therefore, the SHHS Redo/Retake procedures are aimed at the group of students that have not experienced high levels of academic success. Our goal is to have this group reach mastery and hopefully, instill enough confidence in them that the motivation will come for reaching their full potential.

1. Students will be allowed to retake tests in order to raise their grade for that assessment according to departmental guidelines.
2. Teachers are not to give retakes unless the student has completed some type of remediation over the content tested, i.e.- tutoring, homework, supplemental reading with student questions, etc.
3. Teachers are encouraged to construct different tests for retake purposes-not more or less difficult simply different.
4. Retakes must be done within a week (5 school days) of the original test unless illness or an emergency is a factor.
5. Final exams must be administered within the first week (5 school days) following the end of the grading period.

GRADUATION EXERCISES

Students who have met all graduation requirements on or before the communicated deadline may participate (walk) in graduation activities. Students who do not wish to participate in graduation activities shall make this known to the school principal at least five (5)

days prior to the day of graduation. (MCPS Board Policy 4.707)

Spring Hill High School honors the graduates and their parents with formal exercises. These ceremonies are conducted with dignity, and all involved are expected to show the respect due the occasion. Graduation practice(s) will be held before the ceremony.

Taking part in the graduation ceremonies is considered a privilege rather than a right. Students risk being denied participation in these ceremonies in the event a student's behavior does not merit him/her this privilege or the student has not met all graduation requirements.