

STUDENT HANDBOOK

2018-2019



T-STEM ACADEMY
EAST HIGH SCHOOL



THE UNIVERSITY OF
MEMPHIS



A Better Way to Learn

East High School and TSTEM Academy TEAM MEMBERS HANDBOOK

Introduction

This handbook represents a good faith effort to present you, in writing, the policies, expectations, and procedures for students at T-STEM @ East. Additions and amendments may be given to you during the school year when change is deemed necessary.

TEAM EAST

Administration

Mrs. Lischa Brooks, Executive Principal
Dr. Marilyn Peete Hilliard, Principal
Matthew Hernandez, Assistant Principal
Dr. Newman Roberston, Assistant Principal

Staff

Mrs. Wanda Hunt, PLC Coach
Mrs. Shonda Keys, Director of Admissions/Optional Coordinator
Ms. Latisha Harp, Professional School Counselor
Mr. Myron Hewitt, Professional School Counselor
Ms. Keisha P. Jackson, Professional School Counselor
Mrs. Kristy Alley, Media Specialist
Ms. Teresa Williams, Financial Secretary
Ms. Kimberly Holliday, Clerical Assistant
Latasha Bogard, Clerical Assistant
Mr. Thomas Hamer, Plant Manager
Ms. LaSane, Nutrition Manager

Contact Us

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School Pledge

INVICTUS

**Out of the night that covers me,
Black as the Pit from pole to pole,
I thank whatever gods may be
For my unconquerable soul.**

**In the fell clutch of circumstance
I have not winced nor cried aloud.
Under the bludgeonings of chance
My head is bloody, but unbowed.**

**Beyond this place of wrath and tears
Looms but the Horror of the shade,
And yet the menace of the years
Finds, and shall find, me unafraid.**

**It matters not how strait the gate,
How charged with punishments the scroll.
I am the master of my fate:
I am the captain of my soul.**

[William Ernest Henley](#)

SCS Mission

Preparing all SCHOLARS for success in learning, leadership and life.

SCS Vision Statement

Our District will be the premier school district attracting a diverse student population and effective teachers, leaders, and staff all committed to excellence.

Strategic Goals

1. STUDENT ACHIEVEMENT: Accelerate the academic performance of all SCHOLARS
2. ACCOUNTABILITY: Establish a holistic accountability system that evaluates the academic, operations and fiscal performance of the school district
3. PARENT AND COMMUNITY INVOLVEMENT: Build and strengthen family and community partnerships to support the academic and character development of all schools
4. HEALTHY YOUTH DEVELOPMENT: Create a school community that listens to student input promote student leadership and healthy youth development
5. SAFETY: Maintain a positive, safe and respectful environment for all SCHOLARS and staff
6. DIVERSITY: Create a school community that is sensitive and responsive to the need of an increasingly diverse population

School Colors

Cardinal Red represents bravery

Gray represents flexibility

White represents open mindedness

School Mascot

Mustangs

Our Approach

The Scientific and Engineering Practices dimension is highly aligned with problem- based learning, which is cited as a key element for inclusive STEM schools. At the core of what we do at the T-STEM Academy will be the Framework's dimension of Scientific and Engineering Practices, which states that students should be involved in:

- 1) Asking questions and defining problems;
- 2) Developing and using models;
- 3) Planning and carrying out investigations;
- 4) Analyzing and interpreting data,
- 5) Using mathematics and computational thinking;
- 6) Constructing explanations and designing solutions,
- 7) Engaging in arguments from evidence; and
- 8) Obtaining, evaluating, and communicating information.

Common Mission of T-STEM Academy

With our local context in mind, the T-STEM Academy at East High School will emphasize STEM career opportunities throughout its rigorous curriculum, engage students in practical experiences shared by members of the transportation and STEM workforce, prepare students for postsecondary education and careers, and maintain a special focus on local needs and opportunities. Connections will be made with STEM institutions and professionals via T-STEM partnerships to allow students and teachers the experience of participating in actual STEM work activities and challenges related to engineering and transportation, thus piquing students' interest, building their confidence, and nurturing an appreciation for STEM and STEM careers.



A Better Way to Learn

The Memphis-based **Peer Power Foundation** currently serves as a valuable partner of East High School. Since 2005, East alum Charles McVean has personally funded an innovative educational support model at the school that combines performance-based compensation for students and student-to-student mentoring. Peer Power's model has been recognized as an exemplary out-of-school program by the U.S. Department of Education (2012 National Education Startup Challenge, Division Winner). Peer Power will continue to serve East students and will serve on the T-STEM Advisory Committee for this project. Additionally, Peer Power services will be heavily interwoven into the T-STEM Academy. Specifically, Peer Power will facilitate support for T-STEM Academy students to have access to ACT preparation and math and science support.

Shelby County Schools Graduation Course Requirements

| | |
|--------------------------|-------------|
| ENGLISH (I, II, III, IV) | 4 CREDITS |
| LIFETIME WELLNESS | 1 CREDIT |
| or ROTC I & II | |
| MATH | 4 CREDITS |
| FINE ARTS | 1 CREDIT |
| SCIENCE | 3 CREDITS |
| WORLD LANGUAGES | 2 CREDITS |
| SOCIAL STUDIES | 3 ½ CREDITS |

Which include

| | |
|------------------------------------|-----------|
| • WORLD HISTORY/GEO | 1 CREDIT |
| • US HISTORY | 1 CREDIT |
| • US GOVERNMENT | ½ CREDIT |
| • ECONOMICS | ½ CREDIT |
| • PERSONAL FINANCE | ½ CREDIT |
| PHYSICAL EDUCATION | ½ CREDIT |
| MINIMUM OTHER ELECTIVES IN A FOCUS | 3 CREDITS |
| TOTAL OF 22 CREDITS | |

Genius Days

Mondays are extended hour days and are called our Genius Days. The Genius hour is a movement that allows students to explore their own passions and encourages creativity in the classroom. It provides students a choice in what they learn during a set period of time during school. Google, allows its engineers to spend 20% of their time to work on any pet project that they want. They believe that if people work on something that interests them, the productivity will go up. Google's policy has worked so well that it has been said that 50% of Google's projects have been created during this creative time period. Ever heard of Gmail or Google News? These projects are creations by passionate developers that blossomed from their Genius time. Each Monday, students will participate in Genius Day to work on new ideas or master new skills. Each teacher will have established office hours on Mondays for students to receive extra support, work on assignments, or develop their own creative projects for each quarter. Students needing intervention will be able to work in peer groups, with U of M Student Ambassadors, or work on math or reading programs specially tailored to their needs. We believe this set amount of time for the students to work on their passion projects will set the tone for the entire week.

STEM Virtual School at East High School

In 2012, SCS used Race to the Top funding and leveraged additional Career & Technical Education (CTE) funding to renovate East's underutilized Career & Technology classroom space to serve as evening and Saturday laboratory space for the District's innovative **STEM Virtual School**. The STEM Virtual School's students are not included in East's or the T-STEM Academy's enrollment, instead the students maintain their enrollment in their registered home schools.

The T-STEM Academy is one of many high quality optional school options for high school students within Shelby County Schools. As a result, participation in the Virtual School allows students to maintain their enrollment in the school of their primary enrollment (SCS only) while benefitting from some of the experiences available to students in the T-STEM Academy. You get the best of both worlds! There are four dedicated instructional staff at East High School that teach in the Virtual School. Virtual School students select to participate in Tract IV in either of the pathways listed.

Families commit to students attending the Virtual School after school, on average, once per week, for hands-on labs and activities and these motivated students complete assignments on their own schedules. . Students in the STEM Virtual School are racially and ethnically diverse and are enrolled in 17 separate SCS high schools, including several at a distance of more than 15 miles from East High School.

In addition, we are exploring options to offer AP and Dual Enrollment courses to Virtual School students to augment student's opportunities to take rigorous courses while maintaining enrollment in their home schools.

The Goals of the T-STEM Academy East High School are:

Goal 1: To design, implement, and evaluate a mission driven high school experience that supports the SCHOLARS' engagement in authentic, relevant experiences to ensure academic excellence and postsecondary educational attendance.

Goal 2: To develop a school culture that focuses on personalizing the student experience, building relationships with SCHOLARS and parents, and character development through a responsive classroom atmosphere of respect and trust.

Goal 3: To prepare, retain, and empower effective teachers to use research based teaching and learning strategies for problem based learning projects in a team-based approach in order to provide a common thread throughout all subjects.

Goal 4: To engage SCHOLARS in science, technology, and mathematics instruction which is construed through engineering disciplines and embedded in the arts as the SCHOLARS engage in a wide range of topics in order to become global and environmentally literate.

Goal 5: To use effective and innovative instructional strategies to decrease any gaps in achievement and technical skills among gender, racial/ethnic background and economic level, as measured by subgroup analysis of EOC/ACT/AP, technology skills assessments, and other assessments.

Goal 6: To develop strategic partnerships with families, businesses, and the school community to develop a national model for providing innovative STEM experiences for our SCHOLARS in large, urban school districts.

Organization of the School

Daily Schedule

| Period | 11-12 th | 9 th - 10 th |
|------------------------|---------------------|------------------------------------|
| Monday (Genius) | | |
| Warning | 7:10 | 8:10 |
| Period/Support 1 | 7:15 | 8:15 |
| | 8:00 | 8:55 |
| Period/Support 2 | 8:05 | 9:00 |
| | 8:50 | 9:40 |
| Period/Support 3 | 8:55 | 9:45 |
| | 9:40 | 10:25 |
| Period/Support 4 | 9:45 | 10:30 |
| | 10:30 | 11:10 |
| Period/Support 5 | 10:35 | 11:15 |
| | 11:45 | 11:55 |
| Period/Support 6 | 11:50 | 12:00 |
| | 12:30 | 12:45 |
| Period/Support 7 | 12:35 | 1:20 |
| | 1:15 | 2:00 |
| Period/Support 8 | 1:20 | 2:05 |
| | 2:15 | 2:45 |
| Genius Hour | | 2:50 |
| | | 4:15 |

| Period | Time |
|------------------------------------|--|
| 9 th - 10 th | Grade Afternoon Activity- 4:15 Dismissal |
| Warning | 8:10 |
| 1st | 8:15 |
| | 8:55 |
| 2nd | 9:00 |
| | 9:40 |
| 3rd | 9:45 |
| | 10:25 |
| 4th | 10:30 |
| | 11:10 |
| 5th | 11:15 |
| | 11:55 |
| 6th | 12:00 |
| | 12:45 |
| 7th | 1:20 |
| | 2:00 |
| 8 th * | 2:05 |
| | 2:55 |
| Activity | 3:00 |
| | 4:15 |

| Period | 11-12 th | 9 th - 10 th |
|------------------------|-------------------------------|------------------------------------|
| Tuesday- Friday | | |
| Warning | 7:10 | 8:10 |
| 1st/2nd | 7:15 | 8:15 |
| | 8:45 | 9:45 |
| 3rd/4th | 8:55 | 9:50 |
| | 10:30 | 11:20 |
| 5th/6th | 10:35 | 11:25 |
| LUNCH | 10:35-11:05 or 11:15-11:45 | 12:45- 1:15 |
| 5th/6 th * | | 1:20 |
| | | 1:40 |
| 7th/8th | 12:50 | 1:45 |
| | 2:15 | 3:15 |

| Period | Time |
|------------------------------------|-------------------------------------|
| 9 th - 10 th | Grade Monday Skinny- 3:15 Dismissal |
| Warning | 8:10 |
| 1st | 8:15 |
| | 8:55 |
| 2nd | 9:00 |
| | 9:40 |
| 3rd | 9:45 |
| | 10:25 |
| 4th | 10:30 |
| | 11:10 |
| 5th | 11:15 |
| | 11:55 |
| 6th | 12:00 |
| | 12:45 |
| 7 th * | 1:20 |
| | 2:10 |
| 8 th * | 2:15 |
| | 3:15 |

1

Monday's bell schedule varies based on Genius Monday (once/month) 4:15 dismissal or normal dismissal 3:15.

Monday ALL

Tuesday and Thursday ODD

Wednesday and Friday EVEN

School Entrance Procedures

- Please drop off students using the WEST entrance of the campus. If you need to park, please park in the spaces in the parking lot adjacent to the fields.
- Scholars will be allowed to enter at 7:15 am
- Scholars will enjoy breakfast from 7:45 A.M.-8:10 A.M
- Students may go to their lockers at 8:00am.

Dropoff Map

East High - Google Map



School Dismissal Procedures

- Scholars will be dismissed out of the west door of the school at 3:15/4:15.
- Parents may not enter the school at dismissal to pick up students.
- Scholars involved in extracurricular activities are dismissed to meet their coach/sponsor immediately.
- Once students leave the building, they should not re-enter.
- All unsupervised scholars must be off the campus by 3:30 P.M.
- Scholars who participate in an after school activity or event must be picked up within 20 minutes of the activity ending.
- Scholars who are not picked up in a timely manner may be removed from the after school activity.

Uniform Policy

Basic Uniform (Mustang Monday)

The basic school uniform shall be grey pants or white dress shirt or a polo shirt in the school colors of crimson, grey, white, or black. Either an official neck tie or the plaid skirt must be worn on Mondays unless students elect to wear only the traditional SCS uniform daily.

Please note the following regardless of the day:

- Skirts may be no more than 4 inches above the knee
- Pants must fit at the waist and be appropriately sized (no baggy/sagging pants, skin-tight pants) and must be appropriate material.
- No sheer, lace, or see through material may be worn as uniform apparel
- **On Mustang Mondays ONLY Outer Wear:** Coats, jackets, sweaters, hoodies, and all other outerwear worn during the school day must have the TSTEM logo or must be a SOLID color gray or black.
- Head and Foot Apparel: Hats, hoods, or caps may not be worn
- Headbands, ear buds, headphones, etc. may not be worn in the school building unless they are required for a class assignment, and may be used only during those required class periods.
- Shoes may have heels no higher than 1-1/2 inches.
- All sandals and dress shoes must have a strap on the heel.
- Flip-flops, slides, shower shoes, are not permitted.

Deliveries from Off Campus

Flowers, balloons, or special gifts sent to student at school will be held in the office until 2:45 p.m., at which time the student will be called to the office to receive them. Exceptions to this rule must be cleared through an administrator.

Cafeteria Special Request for Medical or Religious Reasons

In recognition of special circumstances concerning a student's diet, parents may request a special diet under the following circumstances:

Allergies: It is our policy and practice to be sensitive to any allergies on campus. Emergency forms with any health issues are maintained in main office and pertinent information is entered into our family/student management database.

Special note: Any seriously allergic individual should have a personal prescription of epinephrine or other allergy medicine available at all times and the SCS medication forms should have parental approval for administering this medication. Before the start of the school year, the classroom teacher of a student with a serious allergy meets with the parents and discusses the allergy and the necessary antidote for the allergy as specified on the medication form.

Fast food is not allowed in the cafeteria. Please do not bring these items into the cafeteria.

Religious Reasons: Should a dietary alteration for religious reasons be required, use the following procedure:

- The parents will notify the Assistant Principal and obtain and complete a Request for Modified Diet Form from.
- The completed request form must be turned in to the Assistant Principal.

Library Hours of Operation

Library hours are Monday – Friday, 8:00 a.m. – 3:45 p.m.

Circulation

Overnight items such as reference materials, are due back at 8:00 a.m. the next school day. Books in the regular collection may be checked out for one to two weeks with the option to renew as needed.

Attendance Policies/Procedures

The development of a strong sense of personal responsibility is important in high school. Presence in each class is necessary for academic progress. Attendance is required at assemblies, grade level meetings, field trips and all classes. We ask parents to make every attempt to schedule medical and dental appointments so they do not interfere with school attendance. Each student's absence and tardy record becomes part of his/her official educational record. *Parents are reminded that absences and/or tardies will impact renewal for Optional Schools.*

Tardies

Part of the emphasis we place on personal responsibility hinges upon a student being prompt and prepared. A student arriving late to class disrupts the flow of a daily lesson. We ask parents and scholars to be punctual. A student is marked tardy any time he or she is late arriving to school or to an individual class. All tardies will be marked unexcused unless the parent checks in the student in the main office and has an acceptable reason for tardy, e.g., oversleeping is not an acceptable reason, but a note from a doctor's office is excusable. All scholars arriving late to class must have a signed admission note from the main office. Scholars and parents will be notified when the number of tardies becomes excessive and may require a meeting with an administrator.

Absences

Scholars' presence in their courses is critical to maximizing achievement and scholarship. Scholars who are chronically absent from one or more classes deprive themselves and their fellow students the gifts of their scholarship and engagement in their daily lessons. Parents of Scholars who are chronically absent need to proactively contact the division office and schedule a meeting with the assistant principal. Documentation will be requested to support any information shared.

Research provides evidence that Scholars with good attendance also perform well in school. Good attendance also includes punctuality. Scholars should be present and prepared for learning each day. A SCHOLAR's absence may be excused for the following reasons:

1. Personal illness
2. Death or serious illness in the immediate family
3. Recognized religious holidays
4. Subpoena for court appearance
5. Approved school sponsored activities

A **written notice** explaining the absence **is required** when a scholar returns to school.

Days Absent Response and Action

2+ absences: A written letter by parent or guardian

3+ consecutive absences: An official doctor's notice

5+ absences: An official doctor's notice and meeting with administration.

10+ absences: An official doctor's notice, meeting with administration, and truancy report sent to SCS Pupil Services.

15+ absences: Non-renewal of Optional School admission

Doctor and Dental Appointments

Parents, please work with the school to schedule all doctor's appointments after school, on the weekends, or during holiday break. If you have to schedule an appointment during the school day, the lunch and enrichment periods are ideal. Scholars can return back to school after appointments.

Make-up Work

Scholars are able to make up work if they have an excused absence from the class. The teacher will provide make-up work upon the Scholars return. Make-up work must be turned in **3 days upon return to school**.

Chapter Three

Grading and Homework

Criteria for Grading

The assessment of a student's academic achievement is used to determine a grade for the student. The grading criteria shall include some combination of the following as determined by the teams/teachers.

10% Homework

15% Notebook and Notes

25% Class Participation/Class Work

50% Assessments (Tests, quizzes, and projects)

The second semester averages in mathematics, language arts, science, and social studies shall also include the score on the corresponding section of the TNReady weighted at 15%. Each quarter counts 42.5% and the TNReady counts 15%.

Calculations of Grades

A = 100 – 93 Excellent

B = 92 – 85 Good

C = 84 – 75 Average

D = 74 – 70 Low Average

F = below 70 Failure

Report Cards

Report Cards are sent home each nine-weeks grading period.

Progress Report

A progress report will be sent home with the scholars after the fourth week of each nine week period.

Parent Grievances

The following procedure will be followed whenever a parent/guardian has a particular grievance:

STEP 1: The parent/guardian is to set an appointment to meet with the teacher or staff member involved in the grievance. The teacher and/or the parent/guardian may request that the principal or his/her designee be present.

STEP 2: If the issue is not resolved, the parent/guardian may ask for a meeting with the assistant principal.

STEP 3: If the issue remains unresolved, the parent/guardian is requested to write a letter of grievance addressed to the principal, who will then meet with all parties as appropriate.

Parent Connect

Parent Connect is a district online system for parents. Parents can view grades, attendance, and conduct for their child. Teachers update grades on a regular basis in the system. The school will need a correct email address for parents to access the program.

Honor Rolls

The honor roll is determined from student report cards and is set by Shelby County School Board of Education policy.

Principal's List

Academic Subjects Numerical equivalent of all A's

Conduct All E's

Distinguished Honor Roll

Academic Subjects GPA of 3.6 or above No Grade below 75

Conduct E or S

Honor Roll

Academic Subjects GPA of 3.0-3.599 No Grade below 75

Conduct E or S

Citizenship

Conduct All E's

National Honor Society

The National Honor Society membership is based upon outstanding performance in the areas of Scholarship, Service, Leadership, and Character. Information and requirements will be distributed during the first semester.

Standards for admission are determined by the faculty council, and include GPA requirements, standards for character, leadership, and service in accordance with the guidelines established by the NHS/NJHS.

Beta Club

The National Beta Club promotes the ideals of character, service, and leadership among students. Information and requirements will be distributed during the first semester.

Standards for admission are determined by the faculty council and include GPA requirements, standards for character, leadership, and service.

Intervention

The school is responsible for ensuring that anyone experiencing academic difficulties is identified by his teachers and reported to the principal as early in the school year as possible. The school is also responsible for ensuring that appropriate intervention services and programs are used to assist each child in reaching academic benchmarks. Academic interventions shall be required for scholars who meet the following criteria:

- at risk of failing the current school year
- not meeting State standards for grade level performance
- at risk for non-renewal of Optional transfer.

The school shall notify the student and his/her parents of the student's academic progress and advise them of recommended intervention opportunities. Intervention services and programs may include, but are not limited to:

- additional structured instruction outside the standard school day (structured before, after school, and week-end instruction)
- one-to-one, small group, or subject-specific tutoring programs
- excusal from electives for tutoring

Homework Policy

Homework will be assigned to serve the following purposes:

- To develop and strengthen skills
- To train scholars in good study habits
- To promote growth in responsibility
- To prepare the student for the expectations of the next grade level

Scholars are expected to complete 100% of homework assigned and submit this work to the teacher on time. There are age appropriate consequences for non-completion of homework.

Parents and students are responsible for informing the teacher of any concerns. Teachers will then develop a plan to assist the child for a successful homework experience.

Chapter Four

Student Behavior

Student Behavior

The mission of Shelby County Schools is to provide each student with experiences, activities, and forms of instruction that will cultivate and develop to the fullest possible extent the understanding, skills and habits of mind that are necessary to contribute to and benefit from citizenship in our society. To fulfill this mission, we must have an academic environment that is safe, secure, and conducive to learning. Good discipline is the foundation of a successful educational program.

The Board of Commissioners is responsible for using reasonable steps to promote a positive learning environment by ensuring the protection of the rights of each student to benefit from their educational experiences. If a student breaks a zero tolerance rule, this action will result in immediate suspension or expulsion.

Textbook Policy

During the first weeks of school, scholars are assigned textbooks. The textbooks are assigned to one single ID number.

Scholars are responsible for maintaining the condition of each textbook. As such, scholars are not allowed to write in textbooks. Parents are responsible for paying for the cost of any lost, stolen, or damaged textbooks.

Textbooks are periodically checked during the school year. Textbook inventories take place in December and May. Scholars with textbook fines will not receive report cards.

Lockers Policy

Lockers with built-in locks are available for all scholars. Lockers are school property and may be opened by authorized personnel at any time. It is the scholars responsibility to keep the locker clean and secured at all times and to report locker problems to the homeroom teacher or to the main office.

Student Code of Conduct

The following are Student Expectations from the Student Code of Conduct: There will be NO tolerance of:

1. Using, possessing, distributing, purchasing, or selling tobacco, alcoholic beverages, illegal drugs, look-a-like drugs or drug paraphernalia. Scholars who are under the influence are not permitted to attend school or a school function and are treated as though they had drugs or alcohol in their possession.
2. Using, possessing, distributing, purchasing, or selling explosives, firearms (including look-a-like), knives or any other object that can be considered a weapon.
3. All Scholars are banned from possessing any type of phone or personal communication device that is turned on or in visible/audible use at any time during the regular school day. Possession means being found in any article of clothing, purse, book bag, carry bag, or in any other location other than the assigned locker during the school day. Other electronic devices such as tablets, MP3 players, game devices, etc... are not allowed. The district and/or school does not take responsibility for lost/confiscated items and will not compensate the owner for any lost, stolen, or damaged confiscated items while in the custody of the district.
4. Using violence, force, coercion, threats, intimidation, fear, harassment, or other comparable conduct toward anyone (including school personnel, students, or designated visitors) or urging other students to engage in such conduct.
5. Causing or attempting to cause damage to, stealing or attempting to steal, school property or another person's personal property.
6. Unexcused absenteeism.
7. Involvement in gangs or gang-related activities, including the display or possession of gang symbols or paraphernalia, gang recruitment, or gang initiation.
8. Involvement in activities associated with secret societies, sororities, fraternities, or other clubs, by displaying related symbols or paraphernalia, or participating in recruitment or invitation activities. No gang, sorority, fraternity, or other club T- shirts.
9. Cursing or use of profane language directed toward other scholars or staff.
10. Fighting.
11. Threatening or striking school personnel, designated visitors or scholars.

12. Engaging in immoral, obscene, indecent and/or offensive behavior, language, gestures, pictures, writing, or propositions.
13. Falsely activating the fire alarm or making bomb threats.
14. Sexually harassing school personnel or other scholars.
15. Being insubordinate or disrespectful to school personnel, including cursing or using profane language.
16. Engaging in other behaviors that are inappropriate, detrimental, or which negatively impact others or the learning environment.

Offenses that Warrant Immediate Office Referral

- Threats/fighting/sexual harassment
- Defiant behavior toward an authority figure
- Major destruction or defacing of school property
- ZERO TOLERANCE OFFENSES

Chapter Five

Student Name _____

Academic Integrity

Students at East High School are expected to adhere to the highest standards of academic integrity. Plagiarism, whether intentional or unintentional, violates the established expectations for East High School students and is subject to disciplinary actions that could include dismissal from the Optional Schools program.



While collaboration is encouraged and even expected in many courses, collaborative work must be completed collectively.

Academic dishonesty includes, but is not limited to:

- Copying work from the internet and passing it off as one's own
- Using unauthorized notes on a test, quiz, or assignment
- Copying another student's answers with or without permission
- Allowing another student to copy your answers
- Obtaining test questions or answers from a teacher's test, answer sheet, computer, or other personal property
- Using the Internet to share or receive answers before, during, or after completing an assignment
- Collaborating on an assignment or portion of an assignment without permission
- Stealing, distributing, or receiving stolen test questions or answers
- Changing or altering grades for oneself or for others
- Knowingly misleading a teacher in order to gain extra time or extra credit

Consequences

First Violation: Any student involved in violating the Academic Integrity policy will receive a zero on the assignment. Additionally, the teacher will contact the parents of all students involved. Lastly, students may lose eligibility for Beta Club, National Honor Society, or any other academic honors.

Second Violation: Any student who violates the Academic Integrity policy for a second time will receive a zero on the assignment. Additionally, the student will be referred to an administrator. Lastly, the parent will be notified and the student will receive an N in conduct for that class.

Third Violation: Any student who violates the Academic Integrity policy for a third time will receive a zero on the assignment. In addition to being referred to an administrator, the student will receive an N in conduct and an out-of-school suspension. Lastly, a parent conference will be held before the student will be allowed to return to school.

Any student who violates the Academic Integrity policy more than three times will be dismissed from the Optional Program at East High School and reassigned to their zoned school.

Student Signature _____

Date _____

Parent Signature _____

Date _____

By signing this form, I agree to the terms of the Academic Integrity policy at East High School.

Student Handbook
Signature Page

Printed Name: _____

I hereby acknowledge receipt of the T-STEM Student Handbook. I agree to read the handbook and abide by the standards, policies, and procedures defined or referenced in the document. My signature indicates I have read, understand, and will comply with the Student Handbook. I understand that non-compliance may result in disciplinary action consistent with Board Policies and state law.

The information in the handbook is subject to change. I understand that changes in Shelby Schools' policies may supersede, modify, or eliminate the information summarized in the booklet. As SCS provides updated policy information, I accept responsibility for reading and abiding by the changes.

I understand I have the responsibility to contact the Executive Principal, or the Principal, if I have questions or concerns or need further explanation regarding the Student Handbook.

Signature

Date