

HUNTLAND SCHOOLS

400 Gore Street Huntland, TN 37345
PH: 931-361-0300 | FX: 931-469-0590



STUDENT & PARENT HANDBOOK 2026-2027

“Building a better community one student at a time.”



Huntland Schools
400 Gore Street
Huntland, Tennessee 37345
931-361-0300

Lisa Crabtree, Ed.S.
Principal

James A. Carr
Assistant Principal

Dr. Sarah Beth Spray
Assistant Principal

Sherry Coleman, M.A.
Elementary and Middle School Counselor

Sarah Carmack Smith, M.S.
High School Counselor

Bob Robertson, B.S.
Athletic Director

Alma Mater

On our county's southern border, Reared against the sky,
Proudly stands our Alma Mater As the years roll by.
Forward ever be our watchword,
Conquer and prevail.
Hail to thee, our Alma Mater
Huntland High All Hail!

Faculty/Staff Directory

High School Office

Lisa Crabtree	Principal
Tammy Sanders	Bookkeeper
Caitlyn Ray	Receptionist/Secretary
Dean Garrett	Attendance Secretary

Guidance

Sherry Coleman	Elem/MS Counselor
Sarah Carmack Smith	HS Counselor
Lisa Dickson	Guidance Secretary

Faculty PK-8

Amy Houk	PreK
Misty Hall	Assistant PK
Tracy Kuhar	Kindergarten
Monica Smith	Kindergarten
Jennifer Jackson	First Grade
Courtney McBee	First Grade
Jennifer Shadow	Second Grade
Jennifer Riddle	Second Grade
Kayla Williams	Second Grade
Michelle Pogue	Third Grade
Stacey Phillips	Third Grade
Crystal Burt	Fourth Grade
Krista Fanning	Fourth Grade
Karlee Davis	Fifth Grade
Brent Davis	Fifth Grade
Matthew Prince	Elem/MS PE
Brandy Frame	6th Grade ELA/SS
Cindy Garrett	8th ELA/6th Math
Brook Davis	7-8th Grade Science
Benji Garland	7th ELA/STEM
Sheila Williams	7-8th Math
Karen Michael	7-8th SS
Mike Jernigan	8 Comp Sci/Careers/7th Explore
Brandi Danley	6-8 STEM/ 6th Sci
Greggory Wooten	6-7th Exploratory

Faculty 9-12

Beverly Bowlen	Spanish I & II, Computer Science
Adrian Cawley	US Hist, ELL/ESL, Econ
Janet Campbell	CTE Business/FBLA
Kim Collins	CTE STEM I, II & III
Ashley Fitch	English I, IV, Yearbook
Leslie Jones	Librarian
Alicia Walker	Algebra I, Geometry
Sean Creighton	Music and Band
Karen Mathews	Physical Science & Chemistry
Sean McLennan	World Hist, Govt. & Personal Finance
Kermit Reed	Wellness & Physical Education
Bob Robertson	Psychology, Sociology, PE
Gary Sanson	Fine Arts
Michael Tipps	Algebra II, Math Reasoning, Pre-Calculus
Jason Walker	Agriculture/FFA
Stephen Williamson	Env. Science, Biology, Anatomy/Physiology
Austin Williams	English II & III

MS Office

James Carr	AP
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ELEM Office

Sarah Beth Spray	AP
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Special Services

Casey Tate	SPED 6-12
Amberley Speer	SPED K-5
Tara McMaster	School Psychologist
Carla Avalos	ESL/ELL
Emily Kelly	ESL/ELL
Crittendon/Dawson	Speech
Kim Riley	SPED Assistant
Melinda Walsh	SPED Assistant
Julie Ennies	SPED Assistant

Melany Gardner	RTI Coordinator
Denise Jacks	Ed. Assistant
Jennifer Counts	Ed. Assistant
Olivia Lanier	Ed. Assistant
Sarah Spaulding	Ed. Assistant
Megan Tipps	Ed. Assistant
Claressa Carmack	HS Computer Lab EA

Chelsey Cates	School Nurse
Mike Roberts	SRO
Michael Hall	SRO

Custodians

Andy Green
Beth Armentrout
Hollie Simmons
Teresa Stevens
Shane Guffey

Maintenance

Kevin Fitzpatrick

Cafeteria Staff

Lori Wilkerson- manager
Mikayla Sweeton
Mia Bouldin
Judy George
Jeanette Johnson
Rita Padgett
Amber Pitts

August 2026

Welcome to Huntland Schools and our wonderful Hornet family!

I want to extend a sincere thank you to everyone for your continued support of our school. We are incredibly blessed to live and work in this community, and I am confident that this will be an outstanding school year for our students, teachers, and staff.

Our dedicated staff members have worked hard to prepare for the year ahead. We are eager to help our students grow through exceptional teaching and learning in every classroom. Beyond academics, we also want our students and staff to feel deeply connected to Huntland through our various extracurricular activities, athletics, and school-sponsored events.

Parents and guardians, please feel free to reach out to your child's teachers with any questions or concerns. Providing our students with the best possible education requires a strong partnership between home, school, and the community. If you ever need assistance, please do not hesitate to contact us.

The 3 R's of Huntland Schools Every morning, we remind our students of the core values that drive our success:

- Be Ready: Arrive prepared for class with a positive attitude. Being ready improves attendance, boosts test scores, and paves the way toward graduation.
- Be Respectful: Show respect for yourself, others, your environment, and our school property.
- Build Relationships: Cultivate positive attitudes toward classmates and foster strong, constructive connections with our faculty.

GO BIG BLUE!

Lisa Crabtree
Principal, Huntland Schools

MISSION STATEMENT

The mission of Huntland Schools is to empower students to achieve their highest potential through a secure and positive learning environment.

SLOGAN

“Building a better community one student at a time.”

HUNTLAND SCHOOLS BELL SCHEDULES

REGULAR SCHEDULE (M,T,R,F)

Period	Start	End
1	8:00	8:52
2	8:56	9:48
Second Chance Breakfast HS Only		
3	9:53	10:45
4	10:49	11:41
5	11:45	1:08
5th period Includes MS/HS lunches		
6	1:12	2:04
7	2:08	3:00

M,T,R,F LUNCHES

Grade	Start	End
K	10:15	10:45
1	10:20	10:50
2	10:30	11:00
3	10:35	11:05
PK	10:55	11:25
4	11:05	11:35
5	11:10	11:40
MS	11:50	12:20
HS	12:38	1:08

WEDNESDAY/ACTIVITY SCHEDULE

Period	Start	End
1	8:00	8:47
2	8:51	9:38
Second Chance Breakfast HS Only		
3	9:42	10:29
4	10:33	11:20
5	11:24	12:41
5th period includes MS/HS lunches		
6	12:45	1:32
7	1:36	2:30

WED. LUNCHES

Grade	Start	End
K & 1	10:15	10:45
2	10:20	10:50
3	10:30	11:00
4	10:45	11:15
5	10:50	11:20
PreK	10:55	11:25
MS	11:28	11:58
HS	12:11	12:41

HUNTLAND SCHOOLS PROCEDURES

ARRIVAL/DEPARTURE PROCEDURES

Huntland Schools will open at **7:00 A.M.**

School starts promptly at **8:00 A.M.**

The School day ends at **3:00 P.M.**

In order to ensure safety and expedite morning arrivals, parents dropping off students before 7:45 a.m. are to **enter the campus from College Street** and unload students at the front side of the school.

Students arriving at school prior to 7:45 a.m. including drivers :

Students K-5 report to the cafeteria.

Students 6-12 report to the elementary gym.

Student drivers are not to remain in vehicles once on campus.

Please make sure daily dismissal plans for your child are prearranged, and the student is aware of these plans.

ATTENDANCE (See also, Attendance-Board Policy 6.200)

Good attendance is vital in order to achieve success in school. Students should be present every day, all day. When it becomes necessary for a student to be absent from school, he/she is required to bring a written note from a parent/guardian or from another official source (doctor, dentist, etc.) on the first day that he/she returns. The note is to be given to the front office before 8:00 A.M. **Only five (5) days of parent/guardian notes will be accepted** for excused absences. Only board excusable reasons will be classified as excused absences.

1. Personal Illness
2. Illness of Immediate Family Member including: Mother, Father or Sibling
3. Death in the Family
4. Extreme Weather Conditions
5. Religious Observances
6. Circumstances, which in the judgment of the Principal, create emergencies over which the student has no control.

School notes should include date, time, student name, parent signature, parent phone number and reason for absence. All doctor's notes should include the appointment time and time left the office along with the doctor's signature.

Students should bring the note to the attendance office on the first day he/she returns; however, if the student fails to bring a note within three **(3) days**, the absence will be considered **UNEXCUSED**. Parent or doctor notes will not be accepted and data in the state attendance database will not be changed after the third (3rd) day a student has returned.

ATTENDANCE (UNEXCUSED ABSENCES)

According to the Tennessee Code Annotated, 49-6-3007, when a student has reached five (5) unexcused absences, the parent/guardian will receive a letter concerning this situation from the attendance office. When the student has reached 6 or more unexcused absences, a petition to Juvenile Court regarding the truancy issue can be filed. **Letters will be sent to the parent/guardian when a student has reached five (5) and ten (10) days unexcused. Absences are continued throughout the school year and are not on a semester basis.**

ATTENDANCE (MAKE-UP WORK)

A student will be allowed an equal number of days to complete the make-up work as the number of days they missed. (Example: A student who is absent two days should have all work turned in by the second day that the student has returned to school.) More time for make-up work may be granted in special circumstances by making arrangements with the teacher involved.

It is the responsibility of the student to see that the requirements of the attendance policy are met, and all work missed is completed to the satisfaction of the teacher. This also applies when a student has been suspended from school.

LATE WORK/POINT DEDUCTIONS

A student who does not have an assignment completed and ready to turn in the day the assignment is due will receive a 20% point deduction and will be given one additional day to turn in the assignment. No late assignments will be accepted after the additional day.

ATTENDANCE (SCHOOL TARDY)- LATE TO SCHOOL

- All students who are tardy to school must report to the high school office to be admitted to school. After three (3) unexcused tardies, students will be subject to disciplinary measures which include: BSD/ASD, Saturday School. Continued violations can result in loss of driving privileges, activity and event suspension, ISD, possible truancy infractions as determined by Administration.
- An excused tardy may be obtained if there is a doctor's note or court note for appointments.
- **There are a total of three (3) unexcused tardies per semester.**

ATTENDANCE (CHECK-OUT)

Students are encouraged to be present for the entire school day.

- When checkouts are necessary: a parent/guardian may come in person to the front office, or the student must bring a **verifiable note signed by a parent/guardian or send an email to Ms. Dean. Phone calls will not be accepted for check-outs.**
- **Checkout notes must include the student's name, date and time to check-out, the reason for checking out, parent/guardian phone number, and parent/guardian signature.**
- **Students leaving early MUST sign out in the high school office. At the beginning of each semester, after a student has checked out for the 4th time, no more parent notes will be accepted.**
- If a student checks out of school before 11:30 A.M. or checks in after 11:30 A. M. the student will be considered absent for the day.
- **Check out requests will not be processed after 2:30 P.M.**

ATTENDANCE (GETTING/KEEPING A DRIVER'S LICENSE)

- Requests for driver's permit paperwork must be done 24 hours in advance of completion.
- Ten (10) consecutive days, or a combination of suspended days and unexcused absences totally fifteen (15) days during any semester, renders a student of legal age **ineligible to retain(keep)** a driver's permit or license.
- A student must also pass a minimum of half of their courses to be eligible to **keep** his/her driver's license.
- Grading periods for driver's license purposes are at the end of the semester. The attendance office will submit a list of students, at the end of each semester, to the attendance office at the Franklin County Board of Education in order for notification to be sent to the parent/guardian.

ATHLETICS

Huntland Schools offer a variety of athletics for elementary, middle, and high school students which are governed by the TSSAA rules and regulations.

Huntland Sports:

Elementary

Basketball

Huntland Middle School

Football

Basketball

Baseball

Softball

Girls Soccer

Cheerleading

Cross-Country

Huntland High School

Football

Girls Soccer

Basketball

Baseball

Softball

Cheerleading

Golf

Cross-Country

BUS RIDERS

Students transported by bus will be dismissed at 3:00 P.M. from their classrooms. Bus riders will report to the loading zones located between the high school and the elementary gyms.

BUS POLICY ([Board Policy 6.308](#))

The school bus is an extension of school; therefore, students shall conduct themselves on the bus in a manner consistent with the established standards for safety and classroom behavior. Any student who rides a bus other than the one assigned or who gets off the bus at a different location must give the driver a note of authorization from the parent and approved by the transportation director/principal/designee. Bus passes may be obtained in the Attendance Office. For questions regarding bus issues, please contact the Director of Transportation.

The principal of the student transported shall be informed by the bus driver of any serious discipline problem and may be called upon to assist if necessary. A student may be denied the privilege of riding the bus if the principal determines that his/her behavior is such as to cause disruption on the bus or if he/she disobeys applicable policies and procedures pertaining to student transportation.

CAFETERIA

State and Federal guidelines prohibit fast food meals being brought into the cafeteria during school lunch hours.

Charges

Currently breakfast and lunch are free at Huntland School. If your child wants any of the ala carte' items, they must pay for those. Parents may monitor and deposit monies into individual student accounts through www.mynutrikids.com

Prices

Franklin County students will receive **FREE BREAKFAST and LUNCH** during the 2026-2027 school year.

Elementary School Students

Breakfast	FREE
Lunch	FREE

Middle and High School Students

Breakfast	FREE
Lunch	FREE

Faculty and Staff

Breakfast	\$2.75
Lunch	\$4.25

Visitors

Breakfast	\$2.00
Lunch	\$4.00
Holiday Lunch	\$5.00

CAR RIDERS/PICKUP PROCEDURES

In order to ensure safety and expedite afternoon departures, parents picking up students are to **enter the campus from College Street** and pickup students at the front side of the school. Dismissal is at 3:00 P.M. For the safety of our students, **please stay inside your vehicle during afternoon dismissal**. Guardians must inform the attendance office before 2:30 PM if a student needs to ride a car that they normally do not ride in. Please wait patiently in line, and pull up as closely as possible to help keep dismissal running smoothly. **There is no picking up from the parking lot.**

Motorcycle Law TN Code § 55-8-164 (2024) Section (e) (1) An operator commits an offense who, on the streets of any municipality, roads of any county, or the highways of this state, carries a child as a passenger on a motorcycle whose feet are not on footpegs; provided, that this subsection (e) shall not apply to persons riding in a motorcycle sidecar.

USE OF CELL PHONES AND OTHER COMMUNICATION DEVICES ([Board Policy 6.312](#))

Personal communication devices (PCD) and personal electronic devices include, but are not limited to, cell phones, tablets, gaming devices, laptops, mp3 players, cameras, any wearable technology that can record, live stream or interact with wireless technology on school property.

“Use” means interacting, displaying, engaging with, holding, or operating a PCD. Use shall include the device ringing, vibrating, beeping, or causing any type of disruption. Use shall also include passively recording, filming, streaming, broadcasting, Facetiming, Airdropping, or Quick Sharing.

K-12 students may be permitted to utilize a PCD under the following special circumstances:

1. When the possession or use is required by the student’s individual education program, 504 plan, or individual healthcare plan;
2. When the device is being used by a student with a disability for the operation of assistive technology to increase, maintain, or improve the student’s functional capabilities.

Grades K-5

Students in grades K-5 may not possess a PCD unless needed by above circumstances. Middle School will store theirs when receiving their chromebooks each day. High School students may possess a PCD so long as such devices are turned off and stored.. A PCD for these students may only be accessed during a student’s lunch time.

VIOLATION OF PERSONAL COMMUNICATION DEVICES AND/OR ELECTRONIC DEVICES

1 st Offense	2 nd Offense	3 rd Offense	4 th & + Offense
*Device is collected by the teacher and kept secure until the end of the class period. *The offense is documented.	*Device is collected & the offense is documented. *Parent is notified and must pick up device from office.	*Device is collected & the offense is documented. *Parent is notified and must pick up device from office. *Student is assigned to either 2 days of ASD (After School Detention), 1 day of ISS (In School Suspension) or 1 week of lunch detention.	*Device is collected & the offense is documented. *Parent is notified and must pick up device from office. Device is not allowed back on campus. *Student serves 2 days of ISS. *Student may be suspended or lose driving privileges as determined by the administration.

INAPPROPRIATE USE OF PCD AND/OR ELECTRONIC DEVICES In addition to the parameters established above, use of a PCD or other electronic device to bully, harass,

intimidate, or disseminate other inappropriate material will be subject to related disciplinary action and may be reported to law enforcement or other appropriate State or Federal agencies.

EMERGENCY COMMUNICATION PLAN

In the event of an emergency or possible emergency occurring at school, parent(s)/guardian(s) shall be alerted through our schoolwide notification system via text, phone call, and/or email. Additional updates will be posted on the school's website and official social media page. The Franklin County Board of Education, its schools, and employees are not responsible or liable for the loss or damage to any student's personal communication device, or for the unauthorized use of a student's personal communication device.

CLUBS AND ORGANIZATIONS (Board Policy 6.702)

Student organizations are an extension of the academic curriculum and are intended to complement the basic instructional program. One or more staff members will serve as faculty

Academic & Leadership Honor Societies

- **National Honor Society (NHS)** An elite honorary organization for high school students who demonstrate excellence in four core pillars: scholarship, leadership, service, and character.
Note: Financial requirements may be associated with membership.
- **Beta Club** An honorary club dedicated to promoting the ideals of academic achievement, strong character, and leadership among high school students.
- **Student Council** A premier leadership organization comprised of students elected by their peers to represent each grade level at both the middle and high school levels. Members serve as the voice of the student body, contributing ideas, hard work, and organization to school-wide initiatives.

Career & Technical Student Organizations (CTSOs)

- **Future Business Leaders of America (FBLA)** Bridging the gap between business and education, FBLA prepares students for the professional world through positive working relationships, leadership development, and career-focused programs.
Note: Financial requirements may be associated with membership.
- **Future Farmers of America (FFA)** A national youth organization rooted in agricultural education. Tied directly to high school classes, FFA promotes leadership, personal growth, and career success through agricultural science and technology.
Note: Financial requirements may be associated with membership.
- **Technology Student Association (TSA)** Designed for students passionate about science, technology, engineering, and math (STEM). TSA enhances personal development and career opportunities by allowing members to apply STEM concepts through exciting competitions and extracurricular activities.

Community Service & Civic Clubs

- **Interact Club (High School)** Sponsored by the Winchester Rotary Club, this organization connects high school students with community leaders to develop vital leadership skills. Members engage in meaningful service projects spanning the school, local community, and international initiatives.
Note: Financial requirements may be associated with membership.
- **Middle School Interact Club** Sponsored by the Winchester Rotary Club, this organization introduces middle school students to civic leadership. Members build foundational leadership skills while participating in school, community, and international service projects.
Note: Financial requirements may be associated with membership.
- **Leo Club** A high school service club proudly associated with the Huntland Lions Club. Members actively give back by organizing and supporting vital service projects that benefit both the school and the local community.

Faith-Based Organizations

- **Fellowship of Christian Athletes (FCA)** A nondenominational religious organization that brings students together in fellowship to share their faith. Despite the name, **membership is not limited to athletes**—all students are welcome.
Note: Financial requirements may be associated with membership.

CODE OF CONDUCT ([Board Policy 6.300](#))

The Board delegates to the Director of Schools the responsibility of developing specific codes of conduct which are appropriate for each level of school.

Full document is located at www.fcstn.net

COMPUTER AND INTERNET USE

The use of computers (with appropriate software) and access to the internet are encouraged to enhance specific instructional objectives here at Huntland. Before an account may be established for school use, the student must have a signed agreement of terms and conditions on file. A monitoring and tracking system is in place on all school electronic devices that maintains a history of access to internet sites. Students may be banned from accessing school electronic devices if inappropriate and/or unlawful sites are found to have been accessed.

DRESS CODE- MIDDLE AND HIGH SCHOOL ([Board Policy 6.310](#))

The Franklin County School System is committed to help create and maintain the very best learning environment possible. A correlation certainly exists between appropriate attire and a positive learning environment.

Any dress that is considered contrary to good hygiene, distractive or disruptive in appearance, detrimental to the educational environment or to the public image of the school shall not be allowed. The administration of the school reserves the right and responsibility to determine whether a student's attire is within the limits of appropriateness for school, decency, and modesty. In matters of opinion, the judgment of the principal/designee shall prevail.

The following specific expectations have been established to help create and maintain the best learning environment:

- All clothing must be clean, appropriate for school, and size appropriate. Clothing must not be see-through.
- Shirts must completely cover the abdomen, back, shoulders, midriffs, and cleavage.
- Rips, tears, or slits showing above midthigh length are not permitted without leggings, tights/yoga pants or compression-type clothes are worn underneath rips or tears.
- Outerwear with a hood is allowed but the hood is not to be 'up' (on, or covering, the student's head) inside school facilities.
- Shorts, skorts, capris, dresses and skirts should strike the legs at midthigh.
- Tights of any kind - leggings,/jeggings, or yoga pants - worn as outer wear are not permitted unless the following criteria is met: the shirt, skirt, or dress worn with the tights, leggings/jeggings, or yoga pants must strike the legs at midthigh.
- Pants must be worn above the hip-bone; sagging/bagging is not allowed. Pants will be belted at the waist when appropriate.
- Footwear is required and must be worn; footwear must be safe and appropriate for indoor and outdoor activities. Inappropriate footwear includes, but is not limited to, house shoes/bedroom slippers, and skate shoes.
- Clothing and accessories including, but not limited to, book bags, backpacks, belt buckles, patches, jewelry, and notebooks must not contain or have printed on them racial/ethnic slurs or symbols, gang symbols/affiliations, or vulgar, obscene, subversive, sexually suggestive language, symbols, or images.
- Clothing and accessories such as book bags, backpacks, belt buckles, patches, jewelry and notebooks shall not be derogatory to any individual or groups, or disruptive to the school environment.
- Clothing or accessories shall not promote products which students may not legally buy such as alcohol, tobacco, illegal drugs, and controlled substances or promote violence.
- Items which are prohibited include, but may not be limited to:
 - Sunglasses inside the school building, except for health purposes – doctor's verification of need is required;
 - Large, long, and/or heavy chains (including billfold chains); and
 - Offensive tattoos must be covered.

The director of schools may allow exceptions for some of the above listed items for special school activities.

Appropriate corrective/disciplinary action will be taken by the school administration if a student comes to school in clothing that is not deemed to be appropriate. The principal's discretion shall prevail in regard to appropriate attire for all after-school activities.

The Board expects the Director of Schools to require all principals and all certificated personnel to enforce the above dress code in a consistent manner.

FIELD TRIPS

From the TN Dept. of Education website: Beginning in the 2017-18 school year, chronic absenteeism will be a part of district and school accountability. The measure will be called the

Chronically Out-of-School Indicator. This indicator will be based on what research calls chronic absenteeism, which is defined as a student missing 10 percent or more of the days the student is enrolled-for any reason, including excused absences and out-of-school suspensions.

Excessive absences from school represent lost instructional time for a student. The department of education encourages districts and schools to carefully review attendance data throughout the school year to ensure supports are in place to maximize learning time for all students.

Therefore at Huntland School students are not eligible to attend a field trip if he/she is failing any class or if his/her absences are 10% or more at the time of the trip. Attendance and grades should be checked within the week of the trip.

FINAL EXAMS (HIGH SCHOOL)

Students are REQUIRED to take final exams unless they are exempt. It is imperative that every student is at school to take exams on the dates they are given. Any student that misses the final exam and is deemed excused will be required to take the exam on the first available make-up day listed on the calendar. Any student that misses the final exam and is unexcused will receive a grade of 0. The exams will count 15% of the final grade. Students may be exempted from final exams under the conditions outlined below. Please keep in mind this is an attendance incentive and not necessarily a grade incentive though grades are used to qualify students.

Final Exam Exemption in Each Class

Students who have **no unexcused** absences may be exempt from final exams if they meet the following criteria.

Full Year Courses

Semester Courses

A - no more than 8 excused absences
absences

A - no more than 4 excused

B - no more than 6 excused absences
absences

B - no more than 3 excused

C - no more than 4 excused absences
absences

C - no more than 2 excused

- 3 tardies is equivalent to 1 absence for the purpose of exemptions only.
- Students must be in attendance for at least half the period in order to be counted present: tardies will be counted for late check-ins and early checkouts where students miss less than half of the period.
- Field trips and school-sponsored events will not count towards exemptions.

GRADING SYSTEM

Schools teaching grades three (3) through twelve (12) shall use the uniform grading system established by the State Board of Education. Using the uniform grading system, students' grades shall be reported for the purposes of application for post-secondary financial assistance administered by the Tennessee Student Assistance Corporation.

Subject-area grades shall be expressed by the following letters with their corresponding percentage range:

Letter Grade	Grade Span
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

This grading system shall be uniform throughout the school district for each grade.

Advanced coursework grades shall be weighted with additional percentage points to calculate the semester average. Depending on the course taken, the following percentage points shall be assigned:

- Honors Courses – three (3) percentage points;
- Local and Statewide Dual Credit, Capstone Industry Certification Aligned Courses – four (4) percentage points;
- Advanced Placement, Dual Enrollment Courses, Cambridge International, College Level Exam Program (CLEP), and International Baccalaureate Courses – five (5) percentage points.

GRADING- VALEDICTORIAN/SALUTATORIAN

Students must be enrolled full time at the home base school to be eligible for ranking among the top high school seniors. All grades earned in grades 9, 10, 11 and both semesters of grade 12 will be counted toward the grade point average and the rank in class. To become valedictorian or salutatorian, a student must be enrolled in the high school at least four (4) of the seven (7) semesters preceding the final semester. One valedictorian will be named at each high school.

Steps to determine the valedictorian will be the following:

1. The honors scholar with the highest GPA. If there is a tie then,
2. Student(s) with the highest composite ACT score on a regular national test through the December test date for the graduation year. If there is a tie then,
3. Student(s) with the highest number of honors courses attempted. If there is a tie then,
4. Numeric average in core courses.

HONOR ROLL REQUIREMENTS

Grade Level	First Honor Roll	Second Honor Roll
K-2	None	None

3-5	All A's	No more than 2 B's, all other grades of A with S's in writing composition, PE, Art, Library, and Music.
6-8	All A's	At least three academic course grades of A and all other grades of B or higher
9-12	All A's	At least four full credits, or equivalent course grades of A's and all other grades B's

INTERROGATIONS AND SEARCHES (Board Policy 6.303)

Students may be questioned by teachers or principals about any matter pertaining to the operation of a school and/or the enforcement of its rules. Questioning shall be conducted discreetly and under circumstances which will avoid unnecessary embarrassment to the student. Any student answering falsely or evasively or refusing to answer a question may be subject to disciplinary action, including suspension.

If a student is suspected or accused of misconduct or infraction of the student code of conduct, the principal may interrogate the student without the presence of parent(s)/guardian(s).

Refer to Board Policy 6.303 for more information. Located at www.fcstn.net

LOCKERS

Lockers are assigned to all students in grades 6-12. **All lockers are school property and are subject to inspection/search at any time.**

MEDICINE (Board Policy 6.405)

If under exceptional circumstances a child is required to take non-prescription or prescription medication during school hours and the parent/guardian cannot be at school to administer the medication, only the principal/designee will assist in self-administration of the medication if the student is competent to self-administer medicine with assistance in compliance with the following regulations.

Written instructions signed by the parent/guardian will be required and will include:

- Child's name
- Name of medication
- Name of physician
- Time to be self-administered

- Dosage and directions for self-administration (non-prescription medicines must have label direction;
- Possible side effects, if known
- Termination date for self-administration of the medication.

The medication must be delivered to the nurse's office by the parent/guardian of the student unless the medication must be retained by the student for immediate self-administration (i.e. students with asthma).

The parent/guardian is responsible for informing the designated official of any change in the student's health or change in medication. A copy of this policy shall be provided to a parent/guardian upon receipt of a request for long-term administration of medication.

PARKING

Visitor Parking: When visiting Huntland Schools, park in the visitor parking area located in the front of the school campus. Please do not park in fire lanes.

Student Parking: All vehicles operated by students on this campus are required to be registered with a parking permit through the front office. Parking permit decals must be displayed in the vehicle at all times. Parking permits are no charge.

POLICIES AND PROCEDURES FOR STUDENT PARKING

1. Register a vehicle by providing proof of valid driver's license, registered tag number, and insurance.
2. Obtain a parking decal from the front office.
3. Abide by all campus speed limits
4. Park in designated student spaces
5. No loitering at any time
6. Keep vehicle locked
7. Students are not to be in the parking lots between the hours of 8:00 A.M.- 3:00 P.M. unless permission has been granted.
8. **Students not conforming to school parking policies and procedures may lose driving privileges.**

PERSONAL PROPERTY

Huntland Schools are not responsible for loss or damage to personal property. All personal belongings should be clearly labeled with the student's name.

PROGRESS REPORTS

Progress reports are sent home at 4.5 weeks of the 9 week grading period.

REPORT CARDS

Report cards are issued every 9 weeks. Should you have questions or concerns regarding your child's performance, please contact your child's teacher. Grades can be accessed at any time in Skyward through your parent login.

SAFETY DRILLS

All drill instructions are posted in classrooms. Drills are held periodically so that students and staff may practice procedures.

STUDENT DRIVERS

Student drivers are dismissed at 3:00 P.M. from their classrooms. Student drivers will exit the school campus from the northeastern parking lot exit located next to the football field. Student drivers are to use caution and follow all driving laws while on campus.

STUDENT DISCRIMINATION/HARASSMENT, BULLYING/CYBERBULLYING, INTIMIDATION POLICY ([Board Policy 6.304](#))

DEFINITIONS

“Bullying/Intimidation/Harassment” is an act that substantially interferes with a student’s educational benefits, opportunities, or performance, and the act has the effect of:

1. Physically harming a student or damaging a student’s property;
2. Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student’s property;
3. Causing emotional distress to a student; or
4. Creating a hostile educational environment.

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (race, nationality, origin, color, sex, age, disability, religion) that is severe, pervasive, or persistent and creates a hostile environment.

“Cyber-bullying” is a form of bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication devices, text messaging, emails, social networking sites, instant messaging, videos, web sites, or fake profiles.

“Hazing” is an intentional or reckless act by a student or group of students that is directed against any other student(s) that endangers the mental or physical health or safety of the student(s) or that induces or coerces a student to endanger his/her mental or physical health or safety. Coaches and other employees of the school district shall not encourage, permit, condone, or tolerate hazing activities.⁵

Hazing does not include customary athletic events or similar contests or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.

DIFFERENCES IN ADDRESSING CONFLICT AND BULLYING

Conflict is an important part of growing up but bullying is not. Conflict teaches kids how to give and take, how to come to an agreement, and how to solve problems. When it comes to conflict, it is good for kids to learn conflict resolution skills. These skills promote listening and working together to come to an agreement that both parties can agree to.

Conflict resolution works based on the assumption that both people are in part responsible for the current problem and need to work it out. In this situation, both people make compromises and the conflict is resolved. Usually when children have a conflict, it is best to allow them the opportunity to work it out on their own.

Bullying is different. Bullying is about making a choice intentionally to target another person. There is nothing to work out in this situation. Bullies do not typically negotiate with others, rather they blame others. A bully may apologize, but may retaliate when no one else is around. As a result, it is crucial that parents/guardians and teachers recognize the difference between conflict and bullying.

When bullying occurs, the bully is fully responsible for the situation. The bully bears **all** the responsibility for change. There should be an intervention process in place that ensures the safety of the student being targeted.

SCHOOL MESSENGER

School Messenger will be used to communicate important information. Please make sure your phone number is up to date. If any changes need to be made, please contact the guidance office secretary.

STUDENT FEES

Student fees are funds paid directly to the school and for grades 9-12; they are defined as follows:

- Fees for activities that occur during regular school hours that are required for grade or credit;
- Fees for activities and supplies required to participate in all courses offered for credit or grade;
- Equipment and supplies required to participate in interscholastic athletics and marching band, if taken for credit;
- Fees or tuition for courses taken for credit or grade during summer school;
- Fees required for graduation ceremonies;
- Fees for a copy of a student's records; and
- Refundable deposits for locks or other security devices required for protection of school property when used in conjunction with courses taken for credit or a grade.

No fee will be charged to a student as a condition to attending school, but students shall be responsible for normal school supplies, such as pencils and paper. Student fees as defined above shall be waived for students who qualify for free or reduced-price school lunches. The application for determining eligibility for free or reduced price lunches or a form supplied by the State Department of education shall be used to verify student eligibility for fee waivers.

STUDENT FINES

Students who destroy, damage, or lose school property, including but not limited to buildings, school buses, books, equipment, and records, will be responsible for the actual cost of replacing or repairing such materials or equipment. The grade, grade cards, diploma or transcript of a student who is responsible for vandalism or theft or who otherwise has incurred a debt to a school may be held until the student or the student's parent/guardian has paid for the damages.

Textbooks are available free to students as a loan. Parent(s) will accept full responsibility for the proper care, preservation, return, or replacement of textbooks issued to the student(s). The condition of each book and a book number shall be recorded by the teacher issuing it.

TEXTBOOKS

Textbooks are the property of the Franklin County Board of Education and shall be returned upon completion of the course or upon withdrawal from a course or from school. Parents are to sign an agreement stating that they will be responsible for the textbooks received and used by their children. Students will be asked to pay for any lost or damaged book to the extent that it is no longer usable. (To be inventoried twice (2) a year).

VISITORS

All visitors must report to the main office immediately upon arrival at Huntland Schools to request a visitor's pass. Only visitors with legitimate business at school will be granted a pass. Parents are welcome, and we ask that an appointment be made to see a teacher (during their planning time), counselor, or administrator. Any person found on the school grounds without signing in and permission will be reported to the SRO's and law enforcement personnel.

Students who have officially checked out or are absent should not be on school grounds. Students who have been suspended or are in alternative school should not be on school grounds or school functions/events until they have been officially cleared to return to attend classes at Huntland Schools.

WALKERS

Students who walk home from school will be dismissed at 3:00 P.M. Walkers are dismissed from the 3-5 building.

DISCIPLINE REFERRALS TO ADMINISTRATION - All consequences for any type of referral will be grade/age appropriate. The days listed here are based on high school age students.

The following consequences will be applied by the administration when disciplinary action by the classroom teacher has not worked and a teacher sends a referral to an administrator.

Teachers will have had contact with you before students have been referred to administration, unless under extreme circumstances. These procedures are intended to serve as a guide for consistent student discipline.

***The Administrator has the flexibility to employ disciplinary measures other than the ones listed below. Parents will be contacted when circumstances allow.**

CAFETERIA MISCONDUCT

Referral to administration for isolated lunch, BSD, ISD, Saturday School

CLASS DISRUPTION

- 1st Offense – ASD/BSD/2 days ISD/Lunch isolation
- 2nd Offense- ASD/BSD/3 days ISD/Saturday School/Lunch isolation
- 3rd Offense – 4 days ISD/Saturday School/Suspension/School activity and event suspension
- Others - ISD/Loss of driving privileges/Alternative School

CUTTING CLASS

- 1st Offense – 2 days ISD/Sat. School/ASD/BSD/School activity and event suspension of school suspension (OSS)/Suspended from school activities and events/Alternative School 1st Offense – 2 days ISD/Sat. School/ASD/BSD/School activity and event suspension
- 2nd Offense – 3 days ISD/Loss of driving privileges/Suspension/Suspended from school activities and events/Lunch Isolation
- 3rd Offense- 4 days ISD/ Loss of driving privileges/Out

ALCOHOL CONSUMPTION / POSSESSION

- 1st Offense: Alternative School placement for a minimum of 45 days
- 2nd Offense: Alternative School placement for a minimum of 60 days
SRO contacted for Juvenile Court Petition • Suspended from all school activities

DRESS CODE VIOLATION (Board Policy 6.310)

- 1st Offense – Warning and change of clothes.
- 2nd Offense – 2 days ISD/Lunch isolation. Change of clothes.
- 3rd Offense – 3 days of ISD/Suspended from school activities and events, driving, etc./ change of clothes

DISRESPECT

- 1st Offense - 2 days ISD/Suspension/School activity and event suspension/Lunch isolation
- 2nd Offense- 3 days ISD/Suspension/Loss of driving privileges/School activity and event suspension
- 3rd Offense - Suspension/Alternative School

FIGHTING / ARGUING / BULLYING (PHYSICAL, VERBAL, EMOTIONAL, SEXUAL)

Pending an investigation, all parties involved will be sent home for the remainder of the school day. Following the investigation, consequences will be determined by administration. Consequences may include, but are not limited to, detention, ISD, suspension, request for alternate school placement, and court petition.

FIGHTING (WILL NOT BE TOLERATED)

For the purpose of these procedures in order for it to be classified as a fight there must be physical contact between students.

Category I- A simple fight where there is no serious personal injury and no weapon is used.

1st incident-

- Immediate suspension for the remainder of the day. Administrator conducts an investigation
- Parent Conference as soon as possible.
- 3 day suspension plus 3 days ISD
- SRO files petition to court

2nd incident

- Immediate suspension for the remainder of the school day. Administrator conducts an investigation.
- Parent Conference as soon as possible.
- 5 day suspension
- SRO files petition to court

- Other options after student returns from 5-day suspension:
 - (A.) Alternative School
 - (B.) 5 days ISD

Category II- There is serious injury to a student or a weapon is used.

1st incident

- Immediate suspension for the remainder of the day. Administrator and SRO conduct investigation.
- Parent Conference as soon as possible.
- SRO files petition to court
- The nature of the injury or type of weapon used will be considered when determining the actual length of the Alternative School placement.
- If circumstances dictate, expulsion from school may be considered an option.

2nd incident

- Immediate suspension for the remainder of the day. The administrator and SRO will conduct an investigation.
- Parents contacted as soon as possible
- SRO files court petition
- Student referred to Alternative School

INSUBORDINATION

- 1st Offense – 2 days ISD/Sat. School/ASD/BSD/School activity and event suspension
- 2nd Offense – 3 days ISD/Loss of driving privileges/Suspension/Suspended from school activities and events/Lunch Isolation
- 3rd Offense- 4 days ISD/ Loss of driving privileges/Suspension/Suspended from school activities and events/ Alternative School

KNIFE

Any knife will be immediately confiscated and turned into administration.

- 1st offense- Warning/ Parent contact
- 2nd offense- 3 days ISD/ Parent Conference
- 3rd offense- 4 days ISD /Parent Contact/Suspension/Alternative School

LEAVING CAMPUS WITHOUT PERMISSION

- 1st Offense – 2 days ISD/Parent contacted
- 2nd Offense – 3 days ISD/Parent contacted/Loss of driving privileges/Suspended from school activities and events/Lunch isolation
- 3rd Offense – 4 days ISD/Parent contacted/Suspension/Suspended from school activities and events/Alternative School

PROFANITY/INAPPROPRIATE LANGUAGE

The use of profanity/hate speech/racial or ethnic slurs/derogatory words or actions, etc. is inappropriate and will not be tolerated. Discipline will be determined by administration and may include but not limited to: •ASD •ISD •BSD•Saturday School • Suspension

PUBLIC DISPLAY OF AFFECTION (EMBRACING, KISSING, ETC...)

- 1st Offense - Warning
- 2nd Offense – 2 days ISD/Sat. School/Activity Suspension/Lunch isolation/Parent contacted
- 3rd Offense – 3 days ISD/Parent contacted/Alternative School

TARDY TO CLASS- (2-7th periods)

- 1st Offense-Warning by the classroom teacher
- 2nd Offense- Turned into administration
ASD/BSD/Sat. School/ ISD/ Lunch isolation/Suspended from school activities/events

TOBACCO-FREE SCHOOLS

The Franklin County School District maintains a strict tobacco-free environment to ensure the health and safety of students and staff.

- **Prohibited Items:** All uses of tobacco, electronic/battery-operated devices, vapor products, and associated paraphernalia.
- **Restricted Areas:** Prohibitions apply to all district buildings, vehicles (owned, leased, or operated), and public seating areas such as bleachers and restrooms.
- **Extracurriculars:** Employees and students may not use these products while participating in any district-sponsored class or activity.
- **Notification:** Signs must be posted throughout facilities. Specific notices regarding the legal prohibition of tobacco and vapor products must be displayed at ticket booths for sporting events.

Progressive Tobacco Intervention Procedures

For Middle and High Schools (Effective 2026-2027 School Year)

Offense Tier	Consequence / Intervention
Tier I (1st Offense)	INDEPTH Assignment: Nicotine dependence intervention. Includes a 4-hour Saturday class (8:00 am – 12:00 pm) at FCHS. Parents must attend the first hour. 1 day of ISS/Impact – 6th- 8th grades 3 days of ISS - 9th-12th grades Failure or refusal to complete the Tier I program will result in going to Tier II

Tier II (2nd Offense)	INDEPTH Assignment: Repeat of the INDEPTH. Includes a 4-hour Saturday class (8:00 am – 12:00 pm) at FCHS. The parent must attend the full 4 hours. 2 days of ISS/Impact- 6th-8th grades 5 days of ISS – 9th-12th grades Failure or refusal to complete the Tier II program will result in going to Tier III.
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VAPE/DAB PENS WITH THC-

- Zero tolerance/Alternative School
- SRO will petition to court

ZERO TOLERANCE OFFENSES ([Board Policy 6.309](#))

In order to ensure a safe and secure learning environment, the following offenses shall not be tolerated:

WEAPONS AND DANGEROUS INSTRUMENTS

Students shall not possess, handle, transmit, use, or attempt to use any dangerous weapon on school buses, on school property, or while on school sponsored outings.

Dangerous weapons for the purposes of this policy shall include, but are not limited to, a firearm or anything manifestly designed, made, or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or serious bodily injury.

Violators of this section shall be subject to suspension and/or expulsion from school.

FIREARMS

In accordance with state law, any student who brings to school or is in unauthorized possession of a firearm on school property shall be expelled for a period of not less than one (1) calendar year.

The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

DRUGS

In accordance with state law, any student who unlawfully possesses any drug, including any controlled substance, controlled substance analogue, or legend drug on school grounds or at a school-sponsored event, shall be expelled for a period of not less than one (1) calendar year.

The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

ASSAULT

In accordance with state law, any student who commits aggravated assault or commits assault that results in bodily injury upon any teacher, principal, administrator, any other employee of the school, or school resource officer shall be expelled for a period of not less than one (1) calendar year.

The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

ELECTRONIC THREATS

In accordance with state law, any student who transmits by an electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee and the transmission of such threat creates actual disruptive activity at the school that requires administrative intervention shall be expelled for a period of not less than one (1) calendar year.

The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

NOTIFICATION

When it is determined that a student has violated this policy, the principal of the school shall notify the student's parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.

Huntland School Traffic Flow Map

