

# CHS HANDBOOK

2024-25



# **WELCOME TO COLLINWOOD HIGH SCHOOL**

## **Message from the Principal:**

**I would like to welcome you to a new year at Collinwood High School. We strive to keep our school safe, clean, and welcoming at all times. We expect excellence from our students and do our best to provide you with the skills necessary to be successful upon graduating from CHS. You are also expected to be at school each day, show up prepared, and put forth your best effort to make our school the best learning environment possible. Let's have a great 2024-25 school year!**

*Mrs. Jennifer Vandiver*

## **Forward**

The purpose of this handbook is to set forth the school policies and behavior standards established for all students attending CHS.

When all persons concerned are aware of the school's policies and conduct standards, the need for punishment and long explanations is almost completely eliminated. More information about our school and the current activities can be viewed on our school website at [www.collinwoodhigh.com](http://www.collinwoodhigh.com).

## **COLLINWOOD HIGH SCHOOL**

### **VISION AND MISSION**

**VISION:** Collinwood High School will facilitate a safe and supportive learning community that fosters continuous academic achievement and personal growth for all students.

**MISSION:** CHS will prepare students to be responsible and productive citizens in an ever-changing society.

**ALMA MATER**

On our city's northern 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  
CHS, All Hail!

**MASCOT: TROJAN**

**SCHOOL COLORS:**

GREEN, WHITE, GRAY

**ADMINISTRATION:**

Jennifer Vandiver, Principal

Kala Abernathy, Assistant Principal

Daphne Robertson, Guidance

**SCHOOL OFFICE:**

Mrs. Melinda Dicus, Secretary/Bookkeeper

Mrs. Cindy Caperton, Administrative Assistant

## **SCHEDULE OF BELLS**

7:30 Doors open at 7:30 a.m.

7:45 1<sup>st</sup> Block warning bell

8:00-9:20 1st Block

9:20-9:30 Break

9:35 – 10:55 2nd Block

11:00 – 1:00 3rd Block (includes lunch)

1:00-1:10 Break

1:15 – 2:45 4th Block

## **COLLINWOOD HIGH SCHOOL PROCEDURES/POLICIES**

### **ATTENDANCE**

**The Collinwood High School attendance policy is as follows:**

1. Collinwood High School students will be given four excused absences (with a parent note) each semester. Absences over four will be excused only by a doctor/dentist's note, death in the immediate family, and/or a documented court appearance.
2. Collinwood High School will implement the Attendance Call Home program. In order to improve communication with parents,

an automated calling program will notify parents when their child is absent from school. Parents can expect these calls after 10:30 a.m. on the day that their child misses school. Parents can also view student attendance on the ParentVue app.

3. Per board policy, parents will be notified by letter from the school after five unexcused absences. If the parent does not provide appropriate documentation within adequate time excusing those absences or request an attendance hearing, then the progression truancy intervention plan described below shall be implemented prior to referral to juvenile court:

### **Tier I**

Tier I of the truancy intervention plan shall include the following:

1. A conference with the student and the student's parent(s)/guardians
2. An attendance contract based on the conference, signed by the student, the parent(s)/guardian(s), and an attendance supervisor or designee. The attendance contract shall include:
  - a. A specific description of the school's attendance expectations for the student
  - b. The period for which the contract is effective, and
  - c. Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court, and
  - d. Regularly scheduled follow-up meetings to discuss the student's progress

### **Tier II**

If a student accumulates additional unexcused absences in violation of the attendance contract in Tier I, the student will be subject to Tier II.

Under this tier, a school employee shall conduct an individualized assessment detailing the reasons a student has been absent from school. The employee may refer the student to counseling, community-based services, or other services to address the student's attendance problems.

### **Tier III**

This tier shall be implemented if the truancy interventions under Tier II are unsuccessful.

These interventions shall be determined by a team formed at each school. The interventions shall address student needs in an age-appropriate manner. Finalized plans shall be approved by the Director of Schools/designee.

\*THIS YEAR, WE WILL BEGIN ATTENDANCE MAKE-UP TIME. IF A STUDENT RECEIVES 4 ABSENCES IN A QUARTER CLASS AND/OR 8 ABSENCES IN A SEMESTER CLASS, S/HE WILL BE REQUIRED TO MAKE UP THAT TIME. THIS POLICY APPLIES TO **EXCUSED AND UNEXCUSED ABSENCES**. THE RECOMMENDED METHOD OF MAKE-UP TIME WILL BE AFTER-SCHOOL TUTORING. OTHER METHODS MAY BE APPROVED BY THE ADMINISTRATION. FAILURE TO SHOW UP FOR MAKE-UP

TIME WILL RESULT IN NO CREDIT FOR THE AFFECTED CLASS(ES.)

**Tardiness Policy**

Morning Tardies:

Students will be given 4 excused morning tardies per semester. Each tardy after, will be considered **unexcused**.

\*4 unexcused tardies accumulate into one unexcused absence.

**Checking students out of school**

Parents or a designated adult who wish to check their child out of school must come into the school lobby and sign the sign-out form in order for their student to be dismissed from school. Parents who wish to sign their student out but cannot come to the school, may designate a responsible adult to check the student out of school. The designated person should be 18 years of age and present a license while completing the sign-out form.

**Skipping Class**

Students caught skipping class will be assigned ISS the first time and alternative school for any further infractions.

**Closed campus**

Collinwood High School is a “closed campus.” Students must stay on the school grounds from the time they arrive until they are dismissed for

the day. **Students leaving campus at any time during the school day without permission from the principal or assistant principal will receive the following disciplinary action:**

1st Offense: **3 days ISS**

2nd Offense: **3 days AEP**

### **Driver's Permit**

Students wishing to get a driver's permit **must** obtain a compulsory attendance form from the school at least one day before going to the drivers' license office.

### **Fighting/Physical Altercations**

Students shall conduct themselves in a manner that shows respect for faculty, staff, and fellow students. If a student is involved in a physical altercation with another student, the students will be sent to the principal's office. The involved students will be questioned by the appropriate personnel to gather information. Depending on the severity of the incident, the principal may request assistance by the police department to investigate the incident. The police shall have permission to interrogate a student (BOE Policy 6.303). The parents will be contacted by the administration. Punishment will be determined by administration and could include **3X AEP, or Suspension.**

### **Bullying and Cyberbullying**



Bullying is an unwanted aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has a potential to be repeated, over time. State Law prohibits all forms of bullying on school property, school buses, and all school sponsored events. **School Board Policy 6.306** requires that all bullying incidents include parent notification and bullying paperwork is filed.

### **FERPA (Federal Education Right to Privacy Act)**

Wayne County Schools follow rules and guidelines as outlined through FERPA.

### **Junior/Senior Prom Rules**

Prom attendees are subject to administrative approval. A permission form must be filled out and signed by a parent or guardian. Guests cannot be over the age of 20. Students who have over 10 unexcused absences for the year are not allowed to attend. Any person who is determined to be in possession of or under the influence of alcohol and/or drugs at the prom will be removed and sent to alternative school. Seniors who violate the drug/alcohol rule will not be able to participate in graduation ceremony.

### **Military Recruiters Access to Information**

Districts receiving federal education funds are required to provide military recruiters with student names, addresses, and phone numbers when requested.

## **Driving and Parking Privileges**

Driving and parking on campus is permissible to those who accept the responsibilities that go with those privileges. Students must have a valid driver's license and maintain attendance and academic standards set forth by the WCBOE. The following can result in a loss of driving privileges:

- 1. Illegal parking**
- 2. Loitering**
- 3. Transporting unauthorized persons**
- 4. Moving cars without permission**
- 5. Leaving campus without permission**
- 6. Loss of drivers license**
- 7. Excessive tardiness or absences**

## **Visitors**

The school policy is to accept only visitors who have legitimate business to attend to at the school. Guests and visitors **MUST** register in the office. Parents are always welcome. Because of our goals to improve the level of instruction and learning in the classroom, students **MAY NOT** have visitors on campus during regular school hours. Visitors in vehicles who are not on school business are not allowed on school property during school hours and are subject to removal by local law enforcement officials.

# GRADING

## Grading scale

The grading system will be based on two semesters per year with four (4) nine-weeks grading periods for reporting student progress to parents. Mid-quarter progress reports will be sent out if a student is in danger of failing.

**A= 90-100      C=70-79    F= below 60**

**B= 80-89      D=60-69**

Students who have **NO** unexcused absences and less than 3 tardies in a class will receive an extra 100 test grade or the equivalent of that class.

## Report cards

Report cards are prepared at the end of each nine-week grading period. Each report card will contain previous nine weeks scores as well as an attendance record for each course taken. Report cards will be mailed each quarter.

## Academic Dishonesty

If a student is found cheating on a test or any other assignment, the paper(s) will be taken and a grade of **ZERO** given. Cheating is considered giving or receiving information. Violations of this policy may result in other discipline as well, including expulsion from extracurricular clubs and activities.

### **Field trips**

Students must have a permission form signed by all teachers and a legal guardian in order to attend field trips.

### **Scholarships/Transcripts**

Scholarship forms are in the counselor's office. Transcripts are also obtained through the counselor's office.

### **Soliciting Funds at School**

Soliciting funds at school for an outside organization or individuals prohibited except by principal's approval.

### **School Fees**

A ten (\$10) dollar fee will be due at registration to cover the following items or services: grade card mailing fee, locker fee, and student handbook/ agenda fee. A record is kept of all fees and fines in the office. These must be paid before graduation or before records can be sent to other schools.

### **Internet Policies**

Students will abide by the rules and ethics for Internet use outlined in the Board Policy **4.406**.

## **ACADEMIC REQUIREMENTS FOR GRADUATION**

Each student must complete the core curriculum and either the university preparation curriculum or the technical preparation curriculum for a total of 28 units and take all End Of Course exams.

Numerical rank for the Top Ten honors will be calculated at the conclusion of seven semesters. Collinwood High School requires that in order to be eligible to receive the valedictorian or salutatorian award or top ten award, a student must have completed four semesters at the end of the fall semester of the senior year at CHS. Numerical rank will be based on the final grade for each course taken.

Students who complete all graduation requirements while enrolled at a Collinwood High School will be permitted to participate in graduation exercises. Seniors who will be eligible to complete the requirements for graduation in the summer school program will also be allowed to participate in graduation exercises.

## **ATHLETIC DEPARTMENT**

At Collinwood High School, students have the opportunity to participate in sports such as basketball, football, cross country, baseball, softball, cheerleading, soccer, volleyball, tennis, and band.

### **Athletic Eligibility**

Students that are participating in sports must meet TSSAA and CHS eligibility requirements. For fall sports, students must have earned six credits the preceding year as well as three credits in the spring. For spring sports, a student must have passed three subjects the preceding semester and cannot have more than ten unexcused absences. Flex path students are not eligible to play sports at CHS.

## **SCHOOL CAFETERIA**

Mrs. Ann Purser, Manager

(931) 724-6567

### **Lunch period**

1<sup>st</sup> Lunch: 11:00 – 11:30

2<sup>nd</sup> Lunch: 11:30 - 12:00

3<sup>rd</sup> Lunch: 12:00 - 12:30

4<sup>th</sup> Lunch: 12:30 - 1:00

Students will go with their group to the cafeteria and remain there for the entire 30-minute period. There will be no one leaving the dining area without the proper pass.

Students **are not** permitted to leave school for lunch at any time during the school day. All students will report to the cafeteria during their assigned lunch period with their group. Going home, to the store, or to a restaurant is not allowed. Students are allowed to bring lunch from

home and keep it in their locker until their assigned lunch period. If a student is signed out by a parent to go pick up lunch, it is an unexcused checkout.

The 30 minutes set aside for lunch is not “free time” as it is a portion of the required number of hours demanded by the State of Tennessee for the school day.

### **Articles Prohibited at School**

The following articles are prohibited to be in the possession of a student while on campus at CHS:

1. Weapons or any article that can be construed as such (includes bullets, arrows, etc.)
2. Fireworks
3. Lighters/matches
4. Tobacco products and vapes
5. Drugs/drug paraphernalia
6. Alcohol
7. Any other article that can cause disruption to the normal educational process

Any violation of this policy could lead to the local law enforcement agencies being called in to investigate your intentions. Any article of the above nature found in your possession, locker, and/or vehicle will be confiscated and turned into the office. You may reclaim it at the end of the semester if suitable for returning. The administration will make the final decision as to whether it will be returned or not.

### **School Conduct**

Vulgar language, fighting, inappropriate personal contact, public displays of affection, and other unbecoming acts of behavior are not

acceptable and will not be condoned at school or school functions. Proper behavior is expected at school, athletic events (home and away,) on buses, school trips, and on the campus in general.

Disciplinary measures for inappropriate behavior or conduct will include punishments such as: detention, AEP, suspension from school, suspension from extra-curricular activities, expulsion, or a combination of any of the above.

**Remember that off campus activities that are school sponsored are a continuation of the school day and the school policies.**

## **WAYNE COUNTY BOARD OF EDUCATION POLICIES**

### **Cell Phones, Pagers, and Other Personal Signaling Devices (Policy 6.312)**

Students may possess personal communication devices and personal electronic devices as long as such devices are turned off and stored in backpacks, purses, or personal carry-alls. Such devices include, but are not limited to wearable technology such as eyeglasses, rings, or watches that have the capability to record, live stream, or interact with wireless technology; cell phones, laptops, and mp3 players. However, a teacher may grant permission for the use of these devices to assist with classroom instruction in his/her classroom. The principal or his/her designee may also grant a student permission to use such a device at his/her discretion.

Unauthorized use or improper storage of a device will result in confiscation until such time as it may be released to the student and/or



parent or guardian. A student in violation of this policy is subject to disciplinary action.

### **Discipline Procedure**

1st time-Warning issued. Phone confiscated until the end of the school day.

2nd time-Phone confiscated for 3 days.

3rd time-Phone confiscated for 5 days.

4th day-Phone confiscated. Disciplinary action will be determined by the administration.

### **Dress Code (Policy 6.310)**

Students shall dress and groom in a clean, neat and modest manner so as not to distract or interfere with the operation of the school. Proper hygiene is a necessity.

**Collinwood High School** has developed the following guidelines to facilitate the enforcement of this policy:

1. Sleeveless blouses or tops should have straps wide enough to cover undergarments. No spaghetti straps or tank tops allowed.
2. No extremely baggy pants.
3. No extreme hairstyles/colors.
5. Dresses, skirts, and shorts shall be no shorter than three(3) inches above the knee.
6. No midriff or chest area showing.
7. No backless attire.
8. No see through attire.

9. No open-toed shoes in shop areas/classes or in cosmetology classes.
10. No chains and spiked jewelry worn in any manner that could be considered a safety hazard.
11. Holes in jeans must extend no further than three inches above the knee without a patch. Patches may be sewn to the outside or inside of the jeans or pants. Leggings worn under jeans are considered patches.
12. Shirts with suggestive slogans, promotion of drugs, weapons, alcohol, tobacco, violence, and/or the use of disruptive music logos, etc. are not acceptable.
13. No hats, caps, hoods, bandanas, accessorized headbands, or sunglasses will be worn inside the building or gym during school hours. They must be placed in lockers or backpacks.
14. No writing on the “seat” of apparel.
15. Any type of leggings worn must have a top that covers the hip area.
16. No costume clothing or make-up (except on designated days.)
17. No blankets.
18. Only earrings and small nose studs are allowed. No other facial piercings.
19. Administration reserves the right to prohibit any attire that causes a disruption or a safety hazard.
20. Trench coats are not allowed.

**Approved graduation attire will be relayed to seniors and their parents before graduation. All seniors are expected to follow those guidelines.**

These policies are in effect for ALL CHS STUDENTS. Students who do not have the appropriate dress will be sent to the office to call a parent or guardian to bring a change of clothes for the first time that they are in

violation of dress code; if the parent can't be reached, the student will change into clothing available from the office or sit in office .

**THE ADMINISTRATION OF CHS IS THE FINAL ARBITER  
CONCERNING ANY QUESTION OF THIS DRESS CODE!**

**Hazing Policy (Policy 4.301)**

Coaches and other employees of the school district shall not encourage, permit, condone, or tolerate hazing activities.

**Internet Policy (Policy 4.406)**

Students will abide by the rules and ethics for internet use outlined in Board Policy 4.406.

**Interrogations & Searches (Policy 6.303)**

Teachers or principals may discreetly question students about any matter pertaining to the operation of a school and/or the enforcement of its rules. If the principal has requested assistance from the police department to investigate a crime involving his/her school, the police shall have permission to interrogate a student suspect in school during school hours. The principal shall first attempt to notify the parent(s)/ guardian(s) or legal custodians. The interrogation may proceed without attendance of the parent(s) /guardians(s) or legal custodians. The principal or his designee, having reasonable suspicion, may search any student, place anything on school property or in the actual or constructive possession of any student during any organized school activity off campus, including buses, vehicles of students or visitors, and containers or packages if he receives information which would cause a

reasonable belief that the search will lead to the discovery of evidence of any violation of law or school rules or any object or substance which presents an immediate danger of harm or illness to any person. When necessary, dogs trained to detect drugs or dangerous weapons may be used in conducting searches.

### **Medicine Rules and Regulations (Policy 6.405)**

If under exceptional circumstances a child is required to take non-prescription or prescription medication during school hours and the parent cannot be at school to administer the medication, only the nurse, principal, or the principal's 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:

The nurse has paperwork that **MUST** be filled out by the parent/guardian before medication can be administered.

The medication must be delivered to the school nurse in person by the parent or guardian of the student unless the medication must be retained by the student for immediate self-administration. (i.e. students with asthma.)

Volunteer personnel, trained by a registered nurse, may administer glucagon in emergency situations to a student based on that student's Individual Health Plan (IHP).

The administrator/designee will:

1. Inform appropriate school personnel of the medication to be self-administered.
2. Keep written instructions from parent in student's record.
3. Keep an accurate record of the self-administration of the medication.

4. Keep all medication in a locked cabinet except medication retained by a student per physician's order.
5. Return unused prescription to the parent or guardian only.
6. Ensure that all guidelines developed by the Department of Health and the Department of Education are followed.

The parent or guardian is responsible for informing the school nurse of any change in the student's health or change in medication.

### **Possession of Unauthorized Substances (Drugs and/or Alcohol)**

Possession and/or use of alcohol, drugs, or related paraphernalia will result in the automatic AEP and referral to the proper legal authorities. The AEP sentence may be up to one calendar year.

**Students suspected of drug/alcohol use may now be legally required to submit to drug/alcohol testing at the expense of the student or parents.** Refusal to submit to testing could result in a student not being readmitted to school.

### **Registered Sex Offenders Policy(Policy 1.808)**

Individuals registered as sex offenders in Tennessee or any other state are prohibited from the premises of any school in this district, except for the limited instances outlined in board policy 1.8

**Toll free number for Department of Child Services 1-877-237-0004**

### **Use of Tobacco Products/Nicotine Delivery Systems/Vapes**

The laws of the State of Tennessee and the policies of the Wayne County Board of Education forbid the possession and/or use of tobacco

products or nicotine delivery systems by students at any time they are on school property. A visit to juvenile court usually carries a fine of \$50.00 and court costs plus several hours of community service.

This following policy is now in effect:

**1<sup>st</sup> Offense - Citation to juvenile court**

**2<sup>nd</sup> Offense - Citation to juvenile court and 3 days AEP**

**3<sup>rd</sup> Offense - Citation to juvenile court and 5 days AEP**

This policy is in effect any time you are on school grounds or attending a school function of any type whether on our campus or on a school associated trip, ballgame, field trip, etc.

### **Weapons and Dangerous Instruments**

Students shall not possess, handle, transmit, use or attempt to use any dangerous weapon in school buildings or on school grounds at any time, or in school vehicles and/or off the school grounds at school sponsored activity, function or event.

Dangerous weapons for the purpose of this policy shall include, but are not limited to.... any firearm, explosives, explosive weapon, knives, blackjack, knuckles, etc. Students who are found to have violated this policy shall be subject to AEP for a period of one (1) year. The superintendent shall have the authority to modify this term requirement on a case-by-case basis.

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

## **Vandalism**

Students involved in vandalism on school property shall be punished at the administrator's discretion on a case-by-case basis. Punishment may include restitution, alternative school, and/or ISS.

## **Wayne County Nondiscrimination Policy**

It is the policy of the Wayne County School System not to discriminate on the basis of race, religion, creed, age, color, sex, handicap, or national origin in its educational programs, activities, or employment, policies as required by Title VI of the 1964 Civil Rights Act, Title IX of the Educational Amendments of 1972 and Section 504 of the Federal Rehabilitation Act of 1973.

If you are unable to Speak English an interpreter will be provided for you upon request.

## **La Política de No Discriminación**

Es la política del Sistema Escolar de Condado de Wayne de no discriminar a base de raza, religión, credo, edad, color, sexo, desvantaja ni a base del origen nacional en sus programas educativos, sus actividades ni en sus políticas del empleo como requerido por el Título VI Acto Civil de Derechos de 1964, el Título IX de las Enmiendas Educativas de 1972, y la Sección 504 del Acto Federal de Rehabilitación de 1973.

Si usted es incapaz de hablar inglés, un intérprete será proveído para usted a pedido.

## **Grievance Procedures**

The following procedure will be used to address all grievances or complaints:

- 1.** A complaint may be filed by a student, employee or applicant for employment or participation in an educational program who believes discrimination or unfair treatment has been practiced against him/her or that practices or procedures have resulted in discrimination against them.
- 2.** Efforts must first be made by the complainant to resolve the differences with the person or persons responsible for such alleged discrimination or mistreatments.
- 3.** In the event a complaint cannot be resolved as provided above, the complaint must be submitted to the Board of Education. Complaints may be made orally or in writing and should include specific evidence of discrimination or mistreatment, be signed by the complainant, and filed within three (3) working days after a solution has been attempted and failed or seven (7) working days after the alleged discrimination or mistreatment occurred.
- 4.** The Superintendent shall conduct an investigation and present findings and recommendations to the Board of Education within three working days.
- 5.** The Superintendent may render judgment on the validity of the complaint or may refer it to the Board of Education for an informal hearing of the allegation. The Superintendent shall notify the complainant within three (3) working days either that no hearing is



warranted or notification of the scheduling of a hearing. In the event of a hearing, members of the Board of Education, those accused of discrimination or unfair practices, and any witnesses of the alleged discrimination or practice are also notified of the scheduled hearing.

The Board shall meet within three (3) working days after notice of referral to hear testimony and study all evidence. Their written recommendation will be presented to the Superintendent or his designated representative(s) within five (5) working days of the hearing. The complainant and/or person accused of discrimination or mistreatment may bring legal counsel or an advisor to the hearing.

Legal counsel will not be permitted to speak for their client and may act in an advisory capacity. If the complainant is not satisfied with the action, he/she may appeal the decision to the following:

Wayne County Board of Education

419 South Main Street

Waynesboro, TN 38485

or

Director of the Office for Civil Rights

Department of Health, Education, and Welfare

Washington, DC

Compliance Administrators for

Title VI of the Civil Rights Act of 1964 and Title IX of the Education  
Amendment of 1972 (Race, sex, color, or national origin)

Section 504 of the Rehabilitation Act of 1973

(Handicapping Conditions)

Walter Butler—Compliance Supervisor

Kristy Prince—Compliance Supervisor

Wayne County Board of Education

419 South Main Street

Waynesboro, TN 38485

(931) 722-3316

TENNESSEE DEPARTMENT OF EDUCATION  
CONTACT INFORMATION

Answers to many questions and much helpful information may be  
obtained from the State Department of Education by calling

1-888-212-3162 or visiting

**<http://www.state.tn.us/education/speced/index.htm>**.

**Legal Services Division**

**Division of Special Education, Tennessee Department of Education**

710 James Robertson Parkway

Andrew Johnson Tower, 5<sup>th</sup> Floor

Nashville, Tennessee 37243-0380

Phone: 615-741-2851

Fax: 615-253-5567 or 615-532-9412

**West Tennessee Regional Resource Center**

100 Berryhill Drive

Jackson, TN 38301

Phone: 731-421-5074

Fax: 731-421-5077

**East Tennessee Regional Resource Center**

2763 Island Home Blvd.

Knoxville, Tn 37290

Phone: 865-594-5691

Fax: 865-594-8909

**Child Advocacy Group Contact Information**

In addition to the state and local resources available to parents and children, there are many agencies and organizations that offer support, information, training, and help in advocating for persons with disabilities in Tennessee.

**Family Notification**

*\*Family Notification section and Student Accounting and Reunification section should be included in the student handbook provided to parents annually.*

**Refer to the Wayne County Schools Board Policies for specific information.**

**Any student assigned to AEP or suspension has the right to appeal the decision by emailing the director of schools.**

**WAYNE COUNTY SCHOOL CALENDAR  
FALL SEMESTER 2024**

Thur.	Aug. 1	In-service at Individual Schools
Fri.	Aug. 2	County-wide In-service
Mon.	Aug. 5	Administrative Day
Tue.	Aug. 6	Abbreviated Day (Registration)
Wed.	Aug. 7	In-service at Individual Schools
Thur.	Aug. 8	First Full Day of School for Students
Mon.	Sept. 2	Labor Day (No School)
Mon.	Sept. 16	Parent/Teacher Conference (10:00-5:00)+1/2 Day In-Service at Schools
Fri.	Oct. 11	End of 1 <sup>st</sup> 9 Weeks
Mon.	Oct. 14	Professional Development Day (Columbus Day)
Tue.-Fri.	Oct. 15-18	Fall Break
Thurs.	Oct. 24	Grade Cards Issued for 1 <sup>st</sup> 9 Weeks
Mon.	Nov. 25	Professional Development Day
Tue.-Fri.	Nov. 26-29	Thanksgiving Break (No School)
Wed.	Dec. 18	Last Student Day Before Christmas (Full Day)
Thurs.	Dec. 19	Professional Development Day

(83 Student Days + 3 Prof. Dev.)

**SPRING SEMESTER 2025**

Fri.	Jan. 3	Administrative Day
Mon.	Jan. 6	In-service at Individual Schools
Tue.	Jan. 7	Students Return to School
Thur.	Jan. 9	Grade Cards Issued for 2 <sup>nd</sup> 9 Weeks
Mon.	Jan. 20	Professional Development Day (Martin Luther King Jr. Day)
Mon.	Feb. 17	Parent/Teacher Conference (President's Day) (10:00-5:00) +1/2 Day In-Service at Schools
Fri.	Mar. 7	End of 3 <sup>rd</sup> 9 Weeks
Thurs.	Mar. 13	Grade Cards Issued for 3 <sup>rd</sup> 9 Weeks
Mon.	Mar. 24	Professional Development Day
Tue.-Fri.	Mar. 25-28	Spring Break
Fri.	Apr. 18	Professional Development Day (Good Friday)
Wed.	May 21	Last Full Day
Thurs.	May 22	Administrative Day
Fri.	May 23	Last Day of School (Abbreviated Day) Grade Card

(89 Student Days + 3 Prof. Dev.)

**Approved by the Board January 11, 2024**