

Union Grove Elementary School Student Handbook 2022-2023

UGES BOBCAT CREED:

Believing You Can
Otstanding Effort
Best You Can Be
Creative Minds
Attitude is Everything
Trustworthy and Truthful
Successful Student

Believing You Can CHANGES You into a Successful Student!

UGES MISSION:

UGES will foster the academic potential of EVERY child in a safe and caring learning environment through a partnership of family, staff, and community. We establish HIGH expectations for ALL students as they learn to adapt to change and become responsible, successful, and productive citizens.

Dear Union Grove Elementary School Families,
We are so excited to have you join us for the 2021-2022 school year. We have many exciting things planned for your students and our families throughout the year.

UGES Handbook

UGES provides this handbook of information to you to help you to know many of our required general policies and procedures that all Blount County Schools must follow. We ask that you pay special attention to UGES specific information:

- School Day beginning and ending times (give information about times to drop off and pick up);
- Parking;
- Dress Code;
- Attendance - New State Requirements included;
- School Fees;
- Parent Conferences;
- Visitors;
- Café procedures.

Here are some DATES to put on your calendar ahead of time as you plan for this school year!

No School Dates

August 4 - NO School Election day

September 2 - NO School Teacher Professional Development

September 5 - NO School Labor Day

October 3 - 10 - NO School Fall Break

November 8 - NO School Teacher Professional Development

November 11 - NO School Veterans Day

November 23-25 - NO School Thanksgiving Break

December 19-January 3 - NO School Christmas Break

January 16 - NO School Martin Luther King, Jr. Day and Professional Development for Teachers

February 20 - NO School President's Day and Professional Development for Teachers

March 13-20 - NO School Spring Break

April 7 - NO School Good Friday

May 22 - LAST Day - half day of school

Picture Dates

August 30 - Fall Pictures

November 15 - Make-up pictures for Fall and Basketball Pictures

January 31 - Class Picture Day

March 28 - Spring Pictures



Union Grove Elementary School - The School Day

SCHOOL HOURS

***Morning arrival

- Front doors open at 7:00am - no students can be dropped off until 7:00 am
- Students dismissed to class at 7:30 am
- **SCHOOL STARTS AT 7:45 am** - tardy bell rings at this time

***Afternoon dismissal

- Students are dismissed to the buses at 2:45 pm
- Car riders are dismissed after buses pull away starting at 2:50 pm

First Day(s) of School - Staggered Days and FIRST Full Day ONLY

***Morning Arrival - parents will be allowed to walk students to class the first staggered day and the first FULL day of school; We ask that you leave your student at the door of the classroom so that the day can get started. NO Visitors will be allowed into the building after 7:45 am.

***Parents' parking will be in the upper lot - there will be NO parking in the front lot of the school

Bobcat Bye Line

***If you want to continue to walk your student to the building for morning arrival, you will need to park in the upper lot and walk down the sidewalk to the flagpole. This point is the Bobcat Bye Point and the walk down the sidewalk is the Bobcat Bye Line. Students will then walk into the building on their own from that point.

Regular Morning/Afternoon Car Riders

***Morning car riders

- All drop off is in the front of the school - please pull all the way up to the first cone and/or safety patrol member
- Please allow your child to unbuckle and be ready to exit the vehicle on the passenger side. This is to help keep traffic moving in the morning as well as to keep everyone dry on days that are weathering.

***Afternoon car riders

- Cars remain in the upper lot until the buses pull away at which time the cars can approach the school
- K-2 will be picked up the front; 3-5 will be picked up in the back
- K-2 siblings in 3-5 will come up front to be picked up
- There will be NO parking in the front or back of the school
- PLEASE have your car tag hanging up in your vehicle in order to move traffic along quickly

Visitors- During the school day:

***Morning arrival

- No visitors between 7:00-7:45 w/o appointment
- Parents may not walk students to class due to safety concerns and loss of instructional time

***Breakfast- no visitors

***Lunch- visitors will be welcomed starting in September

- Specific guidance for lunch will be sent home the first of September

***By appointment only

- Volunteers (to be arranged with teachers)
- Parent conferences & IEPs

***Parent involvement events

- Full parent access

Communications

***Seesaw will be the primary method of communication between the school and parents - parents will be sent a code to link to specific teachers for the 2022-2023 school year.

***Remind will also be available to parents for “quick” messages about buses; school dismissal; school closures; and other short messages. Remind is not a messaging service to contact the school. To Join the Remind app send a text to 81010 and text this message @ugessc

Off campus field trips - Currently

***One field trip per grade per semester; must directly correlate to the district curriculum and Tennessee Academic Standards.



HANDBOOK VERIFICATION

It is very important that you and your child become familiar with the information in this handbook. Please read and discuss this information with your child. You **MUST** sign and return this document to your child's teacher.

We have read, understand, and will abide by the rules and regulations as they are stated in the Union Grove Elementary School Student Handbook.

Parent/Guardian Signature Student's Name

Date

CARE OF SCHOOL PROPERTY

Students are responsible for the proper care of all supplies and facilities supplied by the county and school. Students who damage school property will be required to pay for the damage and will be disciplined. Students who lose or damage textbooks or other loaned or checked-out items will be required to pay for such items.

TEXTBOOKS (4.400)

All classrooms shall be equipped with the textbooks and instructional materials needed to provide quality learning experiences for students in accordance with state law. The Board shall provide a wide range of textbooks and instructional materials that cover all levels of difficulty, generate critical thinking, and support the educational programs. The full policy is available online (4.400). Textbooks are furnished free to each student. Each child is assigned a numbered book and is responsible for the care of any books issued to him/her. Loss, damage, or destruction of these books will result in payment to the school.

TEXTBOOK AGREEMENT

I agree that I will be responsible for all FREE TEXTBOOKS used by my child or children. I also agree that I will reimburse the Blount County Board of Education for the value of any book or books that are badly damaged, destroyed, or misplaced which my child or children have used during the school year 20__ - 20__ at Union Grove Elementary School.

Parent/Guardian Signature Student Name

Date

Union Grove Elementary School Student Handbook

“Seasons of Learning, Seasons of Change”

WELCOME

Welcome to Union Grove Elementary School and all that it has to offer you. The information presented in this Handbook follows all Blount County School Board Policies and Procedures. *These are the policies we follow in a normal school year.

BLOUNT COUNTY SCHOOLS/UGES DISCRIMINATION CLAUSE

Union Grove Elementary School does not discriminate on the basis of race, gender, color, religion, national origin, age, or disability in provision of educational opportunities or employment opportunities and benefits pursuant to the requirements of Title VI of the Civil Rights Act of 1964 as codified in 42 USC 2000D, Title IX of the Education Amendments of 1972, Pub. L. 92-318, the Individuals with Disabilities Education Act Section 504 of the Rehabilitation Act of 1973, the Title II Americans with Disabilities Act of 1990, Pub. L. 101-336, the Age Discrimination Act of 1975, and the Boy Scouts of America Equal Access Act. Inquiries concerning Title VI, Title IX, Section 504, Title II, the Age Discrimination Act, and the Equal Access Act should be directed to the Blount County Schools Human Rights Officer Dr. Alisa Teffeteller at 831 Grandview Drive, Maryville, TN 37803 or call 984-1212. Charges of violation of the above may also be directed to the Director of Schools, Mr. David Murrell, 831 Grandview Drive, Maryville, TN 37803 or call 984-1212. Contact the Office of Civil Rights regional office for Tennessee is United States Department of Education, Office for Civil Rights, Atlanta Office, Southern Division, 61 Forsyth Street, S. W., Suite 19T70, Atlanta, GA 30303 or call (404) 974-9406.

BCS MISSION:

Our mission is to maximize the academic potential of every child in a safe and personalized environment. BCS will graduate students who are college and career ready and prepared to meet the challenges of the 21st Century workplace.

STUDENT CODE OF CONDUCT

STUDENT DISCIPLINE (6.300; 6.313)

The Board of Education expects reasonable student conduct at all times. Unbecoming student behavior will not be condoned when it may impair the health, welfare, morals, or reputation of the student body. This applies to all student activities. Any Principal of any public school in this State is authorized to suspend a pupil from attendance at school, including its sponsored activities, or from riding a school bus, for good and sufficient reasons. Immediately upon the suspension of any pupil, the principal will report this action in writing to the school superintendent and to the parent of the pupil involved. The following are listed, but not limited to these:

1. Willful and persistent violation of the school rules or truancy
2. Immoral or disreputable conduct or vulgar or profane language
3. Violence or threatened violence against the person or any personnel attending or assigned to any public school
4. Willful or malicious damage to real or personal property, school property, or the property of any person attending school
5. Inciting, advising, or counseling of others to engage in any of the acts here-in before enumerated
6. Marking, defacing, or destroying school property
7. Possession of a pistol, gun, or firearm on school property
8. Possession of a knife, etc., as defined in TCA 39-6-1701 on school property
9. Assaulting a principal, or teacher with vulgar, obscene, or threatening language
10. Unlawful use or possession of barbiturate or legend drug, as defined in TCA 53-10-101

11. Sexual harassment by other students
12. Any other conduct prejudicial to good order or discipline in any public school
13. Making a Bomb Threat Call or maliciously activating a Fire Alarm

LANGUAGE: Obscene or foul language is not permitted in our school. This is considered inappropriate and disrespectful in the educational environment. Violation could result in suspension or other disciplinary action.

DRUG, TOBACCO, WEAPONS POLICIES: Union Grove Elementary follows the Blount County Schools' Policies and Procedures for these violations. (Policy # 6.307, 6.309, 6.313, 6.316) The Full Policy is available online.

INTERFERENCE/DISRUPTION OF SCHOOL ACTIVITIES (6.306): Union Grove Elementary staff shall take reasonable measures to establish appropriate school behavior. Any professional employee shall have the authority to control the conduct of any student while under the supervision of the school system. This authority shall extend to all activities of the school, including all games, school performances, trips, and all other activities under school sponsorship and direction. Such measures may include reasonable force to restrain or correct students and maintain order..... Harassment, intimidation and other conduct that may be considered "bullying" will not be tolerated.... A student found guilty of misbehavior may receive punishment ranging from verbal reprimand to suspension and/or expulsion depending on the severity of the offense and the offender's prior record. The full policy is available online (Policy #6.306).

BUS CONDUCT AND PROCEDURES (Policy 6.308)

Students must pay close attention to the time schedule and location of their bus stop and be at the proper place at the proper time. All students being transported are under the authority of the bus driver and must obey his/her requests. Improper behavior on the bus will not be tolerated and infractions of the rules should be reported to the principal. The first report will usually be treated as a "warning" unless the conduct is ruled too extreme. A second report may lead to automatic dismissal from bus service as provided in Board of Education policy and State law. A complete list of bus violations and their consequences are found on the Blount County website and will also be sent home with students on their first bus offense. The full policy is available online (Policy #6.308).

SAFE RELOCATION OF STUDENTS (6.4801): Employees who are directly responsible for a student's education or who otherwise interact within the scope of their assigned duties may relocate a student from the student's present location to another location when such relocation is necessary for the student's safety or the safety of others.... Reasonable force may be used to physically relocate or intervene in a conflict if a student is unwilling to cooperate. If an employee is unable to resolve the matter with the use of reasonable or justifiable force as required, the student shall be allowed to remain in place until such a time as local law enforcement officers or SRO can be summoned to relocate the student or take the student into custody until such a time as a parent or guardian can retrieve the student. The employee will follow all policy procedures in notification of administration, supervisors, and completion of discipline referrals. The full policy is available online (Policy #6.4081)

CAFÉ INFORMATION AND PROCEDURES

The Blount County Schools' Nutrition Program offers students both breakfast and lunch. Students may bring lunch to school from home and purchase side items or milk at an additional cost. Parents are encouraged to come eat with their student*. Soft drinks and lunches from outside vendors (fast food restaurants) are not allowed in the Café. The lunchroom program is an essential part of the school setting. In addition to serving meals to children, it should be a place where students learn good nutrition and acceptable social behavior

ATTENDANCE REGULATIONS (6.2001)

******NEW Attendance Law effective July 1, 2018**

Regular attendance is one of the most important factors determining the success or failure in school and is the individual student's and his/her parent's responsibility. When students are absent, they should return to school with a note signed by the parent or guardian. The principal or designated person in charge of attendance then decides if the absence is excused or unexcused. Five (5) unexcused absences per nine (9) weeks may result in failure in any subject or grade for that particular nine (9) weeks. Please note excessive absences and tardies can result in a referral to truancy and possible retention within the grade. The full K-5 Attendance Policy can be found online (Policy #6.2001).

A student shall be excused for:

1. The child's personal illness. Parent's signature will be accepted for 10 days per year. After 10 days a year, a physician's statement is required.
2. Death in the family.
3. Family illness requiring temporary help. (Physician's statement required).
4. Religious observances.
5. Absences excused by the principal. (if prior to the student's absence, the parent or guardian consults the principal and both principal and teacher agree that the absence is legitimate, the absence shall be excused);
6. School related activities.
7. Circumstances which in the judgement of the principal create emergencies over which the student has no control.

Students who have five (5) absences without adequate excuse shall be reported to the director of schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's absence. The director of schools/designee shall also comply with state law regarding the reporting of truant to the proper authorities. In addition, the principal/designee shall initiate meaningful communications with the student and parent(s)/guardian(s) in order to determine the underlying cause(s) of the unexcused absences. When appropriate, the principal/designee shall develop an attendance plan and coordinate additional services designed to improve the student's attendance.

After thirty (30) days absence for the year, the student will be retained at his or her present grade level. An appeal can be made to the S-Team at the individual school.

Tier 1

Tier one of the progressive truancy plan shall apply to all students within the district and include schoolwide prevention-oriented supports. These supports shall include:

1. Letter sent home to parents or guardian for conference
2. Conference with student and his/her parent or guardian

Tier 2

1. Conference with student and his/her parent or guardian
2. Attendance contract, based on the conference, signed by the student, the parent or guardian, and an attendance officer. The contract shall include:
 - a. A specific description of the school's attendance expectations for the student
 - b. The period of time for which the contract is effective.
3. Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court;
4. Regularly scheduled follow-up meetings to discuss the student's progress;
5. An individualized assessment by a school employee, such as a school counselor or graduation coach, of the reasons a student has been absent from school; and

6. If necessary, referral to counseling, community-based services, or other services to address the student's attendance problems.

Tier 3

Tier three shall be implemented if tier two truancy interventions are unsuccessful. These supports may consist of one of the following supports:

1. School-based community services;
2. Participation in a restorative justice program;
3. Referral to a school-based teen court;
4. Saturday or after-school courses designed to improve attendance and behavior; or
5. Director of Schools or Director's designee report student's absences to juvenile court if the progressive truancy tiers have been unsuccessful and there is documentation the student's parents or guardians have been unwilling to cooperate with the truancy interventions.

Please see the Full BCS Policy for attendance regarding Military families (6.2001).

EARLY OUTS: Students should remain in school until 2:45 PM. The State records all Early outs as tardies and will be assessed to students as tardies.

TARDIES: Any student who is TARDY, (arriving after 7:45) is to report to the office before going to class. All tardies will be unexcused unless the student has a medical or dental excuse.

DISMISSAL: No student will be permitted to leave the campus unless a parent or guardian picks him/her. An adult must report to the office to sign the student out. If the student is to go home a different way than normal, he/she must bring a note signed by a parent or guardian and give it to the teacher to be signed. When a student leaves the school to go home with another student, each child must bring a note by parent or guardian.

SCHOOL DRESS CODE

The Blount County Board of Education recognizes the effect that student dress and grooming have upon student behavior and learning. Student dress or grooming considered disruptive to health or safety is not appropriate. In keeping with the educational purpose of public education, students are expected to dress and groom themselves as individuals with a sense of responsibility. It is expected that students, while exercising the right to dress and groom themselves in an individual way, will also show through their appearance a high degree of respect for the standards of decency, cleanliness, and style acceptable by the school district.

When the student, in the judgment of the principal, is attired in a manner which is likely to cause disruption or to interfere with the operation of the school, the principal shall administer appropriate punishment, which may include suspension.

Following is a list of guidelines for Blount County Schools. The principal shall have the right to exclude any attire which is disruptive or which adversely affects the educational atmosphere.

1. Students should be modestly covered from shoulder (3 finger coverage) to knee. (A two-inch provision from the top of the knee may be determined appropriate or shorts that are below the fingertips when arms are extended at the sides. Students in grades K-5 and students in PE classes may wear shorts that are mid-thigh in length.)
2. Clothing that exhibits written, pictorial, or implied references to illegal substances, drugs, alcohol, tobacco, negative slogans, vulgarity, or that are sexual or racial in nature.
3. Gang related styles/apparel.
4. Pajamas or slippers.

5. Hats are not to be worn in the building.

6. Shoes must be worn at all times.

***UGES – Spaghetti Straps are to be worn over a shirt or under a sweater

Per TCA Title 49, students are prohibited from wearing on school grounds during the school day clothing that exposes underwear or body parts in an indecent manner that disrupts the learning environment. If a student cannot comply with the dress code based on special conditions or religious beliefs, his or her parent or guardian may write a letter explaining the situation to the director of schools or his/her designee, with a copy to the principal. Each case will be dealt with on an individual basis. The school principal may allow special dress on special occasions such as: field trips, field days, theme days, school spirit days, etc. The principal may allow special dress for specific classes or further restrict dress in certain classes such as gym, vocational classes (shops), science labs, etc.

SCHOOL FEES

For the 2022 - 2023 school year, ALL school fees are being paid for the students.

Tennessee law regarding school fees states the following: "The school shall not require any student to pay a fee to the school for any purpose, except as authorized by the board of education, and no fees shall be required of any student as a condition to attending the public school, or using its equipment to receive training."

We appreciate the additional monetary support provided through the donation of school fees from all of our families. We hope that you will see the benefit in being partners with us in this effort.

PARENT AND FAMILY ENGAGEMENT POLICY (4.502)

Union Grove Elementary School expects and encourages Parent/Family Involvement as part of its school culture and community. UGES shall carry out programs, activities, and procedures in accordance with the Elementary and Secondary Education Act (ESEA).

Parents and families are encouraged to attend Back to School night in August to be introduced to staff and school policies and procedures, Family Nights during the year focus on Literacy and Math activities, as well as volunteering in the classrooms and school. Parents are encouraged to serve on the District Parent Advisory Committee. Other Parent/Family involvement comes from attending field trips, eating lunch, being involved in programs and volunteering in the classrooms.

MEDICINES/IMMUNIZATIONS/CLINIC PROCEDURES (6.402; 6.405)

Any student taking any medication must bring the medication to the office. All medicines will be kept locked and will be dispensed only as prescribed or instructed. Medical permission forms are available in the office and must be completed before any medications may be given. Prescription medications must be brought to school in a pharmacy-labeled, childproof container containing instructions on how and when the medication is to be given. Non-prescription medications must be brought to school in the original container and must be labeled with the child's name. School personnel will not administer any medication to students unless they have received the medication in the properly labeled container and have received authorization through the completion of the medical permission form to protect the safety of the child, there will be no exceptions to this policy. Medicines WILL NOT be sent home with students on the school bus or with other students. Full medicines policy is available online (6.405).

Students will not be permitted to attend school without proof of immunization as determined by the Commissioner of Health unless circumstances outlined in state or federal law prevent a student from producing such records. It is the responsibility of the parent(s)/guardian(s) to have their children immunized and to provide such proof to the principal of the school which the student is to attend. Exceptions are defined in the full policy online (6.402).

The principal shall ensure that there is a complete physical examination of each student prior to: 1) Entering school for the first time; 2) Participating as a member of any athletic team or in any other strenuous physical activity program. Cost of the examination shall be covered by the parent/guardian of the student.

SAFE SCHOOLS

UNSAFE SCHOOL CHOICE POLICY (6.408)

Under the Tennessee State Board of Education's Unsafe School Policy, any public school student who is the victim of a violent crime as defined in TCA 40-38-111(g) or the attempt to commit one of these offenses as defined under Tennessee Code Annotated 30-12-101, shall be provided an opportunity to transfer to another grade-level appropriate school within the district.

AMERICANS WITH DISABILITIES ACT

Title II of the Americans with Disabilities Act, 1990/ Section 504 of the Rehabilitation Act, 1973

Title II of the Americans with Disabilities Act, 1990 prohibits discrimination on the basis of disability by state and local government entities: No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity. Section 504 prohibits discrimination on the basis of disability in programs and activities that receive or benefit from federal financial assistance through the Department of Education: No otherwise qualified individual with a disability in the United States...shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The Blount County Board of Education has adopted procedural safeguards, including provisions of Section 504 impartial due process hearings with respect to evaluation, eligibility, and placement of students. The procedural safeguards shall be found at www.blountk12.org under parent resources. Those who have ADA related questions may call April Herron at 984-1212 and questions related to 504 may contact Dr. Alisa Teffeteller at 984-1212.

DISCRIMINATION/BULLYING/CYBERBULLYING/INTIMIDATION (6.304; 6.305)

It is the policy of Blount County Schools to maintain a learning environment that is free from harassment because of an individual's race, color, national origin, or disability. The School District prohibits any and all forms of harassment because of race, color, national origin, and disability. Students shall be provided a safe learning environment. It shall be a violation of this policy for any student to bully, intimidate or create a hostile educational environment for another student. Alleged victims of the offenses shall report these incidents immediately to a teacher, counselor or building administrator. Any allegations shall be fully investigated by a complaint manager (as set forth in Student Concerns, Complaints and Grievances 6.305).

The school system will act to promptly investigate all complaints, either formal or informal, verbal or written, of harassment because of race, color, national origin, or disability; to promptly take appropriate action to protect individuals from further harassment; and, if it determines that unlawful harassment occurred, to promptly and appropriately discipline any student, teacher, administrator or other school personnel who is found to have violated this policy, and/or to take other appropriate action reasonably calculated to end the harassment. The full policy is available online (Policy #6.304; 6.305).

For more information or to make a referral in regards to student concerns, complaints, grievances, discrimination or harassment, contact Blount County Schools Title VI Coordinator at (865)984-1212, TN Dept. of Education Office of Civil Rights at (615)253-1550, or US Dept. of Education Office of Civil Rights at (404)562-6350.

TITLE IX & SEXUAL HARASSMENT (6.3041)

In order to maintain a safe, civil, and supportive learning environment, all forms of sexual harassment and discrimination on the basis of sex are prohibited. This policy shall cover employees, employees' behaviors, students,

and students' behaviors while on school property, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop in accordance with federal law. The Title IX Coordinator shall respond promptly to all general reports as well as formal complaints of sexual harassment. He/she shall be kept informed by school-level personnel of all investigations and shall provide input on an ongoing basis as appropriate. The full policy is available online (Policy #6.3041).

Any individual may contact the BCS Title IX Coordinator, 831 Grandview Drive, Maryville, TN 37803, 865-984-1212 or by email: Alisa.Teffeteller@blountk12.org.

EQUAL OPPORTUNITY INSTITUTION

Blount County Schools is an equal opportunity employer and does not discriminate in employment, recruitment, consideration, or selection on the basis of race, sex, color, national origin, age, disability, or veteran status. Blount County Schools complies with the provisions of Title VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Age Discrimination Act of 1967; and Section 504 of the Rehabilitation Act of 1973.

SPECIAL SERVICES

SPECIAL EDUCATION SERVICES (6.500)

The Blount County School System provides a full range of special education services for students with disabilities whose educational needs cannot be met through the regular education program. Students who have disabilities that meet the criteria established by the State Department of Education and/or the federal government are afforded due process rights under the individuals with Disabilities Education Act (DEA). Conditions that may qualify a student for these services include specific learning disabilities, mental retardation, emotional disturbance, and developmental delays. Students suspected of any of these conditions have the right to a comprehensive evaluation by a multidisciplinary team, a free and appropriate education with non-disabled students to the greatest extent possible, and due process rights. All records and information regarding the assessment and Individualized Educational Program (IEP) of the student are kept confidential and can only be released with parental consent. Parents have the right to review the records upon request. For more information or to make a referral, contact: Mrs. April Herron, Blount County Schools, 831 Grandview Drive, Maryville, TN 37803, (423)984-1212.

STUDENT RECORD CONFIDENTIALITY (FERPA) (6.600)

Student records maintained by the Blount County School System are protected under Section 438 of the General Education Provisions Act. The statute governs the disclosure of records maintained by educational institutions which receive federal funds. Student records shall be confidential. Authorized school officials shall have access to and permit access to student education records for legitimate educational purposes. Authorized school officials may release information from or permit access to a student's education record without the parent(s)/guardian(s) or eligible students* prior written consent. Authorized school officials may release information from a student's education record if the student's parent(s)/guardian(s) or the eligible student gives written consent for the disclosure. The student's parent(s)/guardian(s) or the eligible student may obtain a copy of any records disclosed under this provision. The school district will maintain an accurate record of all requests to disclose information from or to permit access to a student's education records. The district will maintain an accurate record of information it discloses and access it permits. The district will maintain this record as long as it maintains the student's education record. This office is the Family Policy Compliance Office of the U.S. Department of Education, charged with the investigation and adjudication of violations and complaints under Section 438. A copy of the policy and administrative regulations adopted by the Blount County Board of Education in compliance with Section 438 may be obtained by contacting Amanda Vance, 831 Grandview Drive, Maryville, TN 37803 at 984-1212.

RELEASE OF DIRECTORY INFORMATION (6.601)/MILITARY RECRUITER ACCESS

Blount County Schools has designated certain information contained in the education records of its students as directory information for purposes of the Family Educational Rights and Privacy Act (FERPA). "Directory information" means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to the student's name, address, telephone listing, electronic mail address, photograph, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (e.g., undergraduate or graduate; full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent educational agency or institution attended. Parents have the right to request that their child's name, address, and telephone number not be released to a military recruiter without prior written consent.

MEDIA ACCESS TO STUDENTS (6.604)

School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools. Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public. The media may interview and photograph students involved in instructional programs and school activities, including athletic events. Such media access shall not be unduly disruptive and shall comply with Board policies. Each year parents/guardians will be given the option to withhold permission for public news media interviews or photographs of their child at school. If any student is to be recorded and will be identified or a primary subject of the recording, prior written consent/release/waiver will be obtained from the student's parent/guardian. District employees may release student information to the media only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information. This policy will also apply to in house media sources such as our public service channel, school websites and social media. Parents will be advised of this policy at the time of the student's registration and each fall in the student/parent handbook.

HOMELESS STUDENTS (6.503)

Homeless students are individuals who lack a fixed, regular or adequate nighttime residence. Each homeless student shall be provided services comparable to services offered to other students in the district. The district's homeless coordinator is Kelly Roberts, 1500 Jett Road, Maryville, TN 37804, 681-6410.

TEACHER/PARAPROFESSIONALS QUALIFICATIONS

Parents have the right to request information about the highly qualified qualifications of teachers and paraprofessionals who instruct their child.

STUDENT EQUAL ACCESS (LIMITED PUBLIC FORUM) (4.802)

UGES will, in accordance with BCS Board Policy, follow the procedures for student requests for clubs or groups who wish to meet before or after the school day. For more information about this policy, please see the full policy on the Blount County School webpage.

TESTING PROGRAMS (4.700)

System-wide testing programs shall be periodically reviewed and evaluated. The Director of schools shall be responsible for planning and implementing the testing programs. State-mandated student testing programs shall be undertaken in accordance with procedures published by the State Dept. of Education. For more information about this policy, please see the full policy on the Blount County School webpage.

Other Policies of Interest include (Full Policies available on the BCS Website):

Voluntary Pre-K Attendance (6.2011)
Emergency Preparedness (3.202)
Promotion and Retention (4.503/4.603)
Fundraising Activities (2.601)

We wish you and your family the best school year ever! Go Bobcats!