

Hazel Green
High School



Student Handbook
2021-2022

Hazel Green High School
14380 Hwy 231-431 North
Hazel Green, AL 35750
256-851-3220

hazelgreenhigh.mcask12.org

Hazel Green High School Mission Statement

The mission of Hazel Green High: Preparing for a successful future

Hazel Green High School Vision Statement

Hazel Green High School challenges students to become productive citizens in the pursuit of excellence within a supportive environment.

NON-DISCRIMINATION STATEMENT

The Madison County School District does not discriminate in admission, treatment, or access to programs or activities on the basis of race, religious preference, disability, age, gender, national origin, citizenship, non-English speaking ability, or homeless status. The Title IX Compliance Officer's Contact Information: Mr. Ken Kubik, Director of Personnel; 1275 F Jordan Road, Building B; Huntsville, AL 35811; Telephone: 256.852.2557 extension 61401; Facsimile: 256.851.2127; Email address: kkubik@mcssk12.org and ADA Compliance Officer's Contact Information: Mr. Keith Trawick, Coordinator of Pupil Services; 1275 F Jordan Road, Building B; Huntsville, AL 35811; Telephone: 256.852.2557 extension 61715; Facsimile: 256.851.2127; Email address: ktrawick@mcssk12.org

Faculty and Staff

Administration

E. Quinn Headen - Principal
Stacy Junjulas – Assistant Principal
Andrea Davis – Assistant Principal
Brandy Scott – Assistant Principal

Office Staff

Vickie Tucker – Attendance Office
Donna Sharp – Secretary
Angie Gothard – Registrar
Donna Weeks - Bookkeeper
Lori Crawford - Bookkeeper
Na’Kerra Lewis - Clerical

Counseling Department

William Heard – 9th & 10th
Tara Harris– 10th & 11th
Verena Owsley - 12th & College and Career
Kristin Masterski - Social Worker

Plant Manager

Carey Jones

Night Plant Manager

Joey Sims

Transportation Department

Kim Woodard – Lead Driver
Donnie Donovan
Ginny Friar
Tim Miller
Amanda McVay
Johnny Shamblin
TBA

Child Nutrition Program

Lisa Mullins – Manager
Nancy Ables
Joy Bohaychyk
Deborah Cardwell
Martha Clardy
Martha Corum
Michelle Mann
Amanda Sharpe
Brittany Thomas
Lisa Walters
Carolyn Wells
Laura Williamson

Instructional Coach

Holly Crippen

Alternative Placement

Jasmin Scruggs

Fine Arts

Melissa Jarvis
Debbie Flynn
Emily Brady
Patrick Harper

Custodial Department

Bill Hoebbel
Larry Jenkins
Issack Robertson
Walter Mendez
Marcus Moore

Collaborative/Learning Community

Specialists

Yvonne Hanna
Alexandra Arce
Darrell Crutcher
Laura Curry
Daniel Haynes
Shayla Henry
Jill Holcomb
Juliette Hutcheson
Erin Malone
Cindy Stanley - World of Work
Zelda Arterberry - Student Aide
Lisa Jacobsen - Student Aide
Anita Morris - Student Aide
Erik Ramos - Student Aide
Kathy Wetherholt - Student Aide

Language Arts

Beth Barnes
Angela DeHart
Jennifer Harris
Kayla Harris
Eric Hunter
Randy Lilavois
Beth Miller
Cassie Ross
Shea Squires

Science

Daniel Beard
Dawn Cole
Doug Glenn
Cheryl Havner
Jean Henderson
Dawn Hudson
Steve Williamson
TBA

PE/Health/Driver's Ed/Career Prep/EL

Jessie Brooks
Jeremy Crutcher
Mike Henson
CoCo Tate
R. Blake Montgomery
TBA
Mitchell Wright

Foreign Language

Penny Dean

SRO Officer

Terrence Petty

School Nurse

Kelly Tucker

Library/Technology

Pam Brazzell
Casey Stewart
Darel Veal

EL

Amy McConnell

Math

Lauren Agee
Christy Baeder
Kristin Bain
Brad Bassler
Cindy Butler
Lorah Cunningham
Suzanne Giles
Brooke Kuykendall
Lauren Jay
Demetrius Miller

Social Science

Joel Loudon
Will Martin
Jon McKinney
Mary Katherine Reid
Shane Reid
Kimesha Thompson
Ben Williams

Career/Technical/Vocational

Davis Burbank - STEM
Christy Frazier - Medical Bev Massa - WBL
Joel Hill - NJROTC
Teresa Hodge - Engineering
Tabitha Malone - FACS
Bev Massa - Co-Op
Chana Miller - Business
Shannon Moore - Agriculture
Rachel Rhoades - Culinary
Lawrence Schultz - NJROTC
Tyann Thomson - Medical

Bell Schedule

8:00	Doors Open
8:23	Dismiss to class/End Zero Block
8:30	Tardy Bell
8:30-9:50	First Block (80 minutes)
9:55-11:15	Second Block (80 minutes)
11:20-1:13	Third Block (105 minutes)
Lunch A	11:20 – 11:40
Lunch B	11:43 – 12:03
Lunch C	12:06 – 12:26
Lunch D	12:30 – 12:50
Lunch E	12:53 - 1:13
1:18-2:05	Fourth Block (47 minutes)
2:10-3:30	Fifth Block (80 minutes)

Daily Bell Schedule:

8:30 – 9:50 First Block
9:55 – 11:15 Second Block
11:20 – 1:13 Third Block
1:18 – 2:05 Fourth Block
2:10 - 3:30 Fifth Block

Homeroom as needed

Lunch and Breakfast Prices

Note: Madison County School's current meal prices are on hold until further notice. Meal prices will be available at the beginning of the school year. ALL students breakfast and lunch free of charge.

<u>Lunches</u>	<u>Breakfast</u>
\$3.25 Employees	\$2.50 Employees
\$4.00 Adult Visitors	\$2.75 Adult Visitors

*** No outside food will be allowed in the lunchroom**

Trojan Cafe A-La-Carte

Numerous items are available for students to purchase.

Teachers will escort their students to and from lunch each day.

Grading Policy

One credit class will consist of two nine-week grading periods. Half credit classes will consist of one nine weeks grading period. Progress reports will be given to students every three weeks and six weeks during the nine weeks grading period. Report cards will be given at the end of each nine weeks. Nine weeks grades are determined by calculating averages based on 60% tests and 40% daily work. The final grade for one credit class will be determined based on 40% for each nine weeks grade and 20% for the final exam (40% + 40% + 20%). The final grade for half-credit classes will be determined based on 80% for the nine weeks grade and 20% for the final exam (80% + 20%).

All teachers are required to give final exams and all students are required to take them.

Grading System

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

Grading Periods

Progress Reports	Report Cards
Sept. 17	October 29
December 1	January 21
February 18	March 12
April 29	June 3

Madison County Schools
FINAL EXAM SCHEDULE
 2021-2022

FIRST SEMESTER EXAMS (All)

Tuesday, Dec. 14 <i>Full Day</i>	Wednesday, Dec. 15 <i>Full Day</i>	Thursday, Dec. 16 <i>Half Day</i>	Friday, Dec. 17 <i>Half Day</i>
Midterm Exams 3B & 4B	Midterm Exams 1A & 2A	Midterm Exams 1B & 2B Final Exams 1st & 2nd <i>Students dismiss after 2nd.</i>	Midterm Exams 3A & 4A Final Exams 3rd & 4th Exams given during 1st/2nd periods. <i>Students dismiss after 2nd dismissed after 2nd</i>

Block scheduled semester classes will give final exams; A/B scheduled classes should offer midterm exams.

SECOND SEMESTER EXAMS (Seniors)

Tuesday, May 17 <i>Full Day</i>	Wednesday, May 18 <i>Full Day</i>	Thursday, May 19 <i>Full Day</i>	Friday, May 20 <i>Half Day - Seniors</i>
Final Exams 1A & 2A	Final Exams 3B & 4B	Final Exams 3A & 4A 3rd & 4th	Final Exams 1B & 2B 1st & 2nd <i>SENIORS dismiss after 2nd. Buses will run as normal.</i>

SECOND SEMESTER EXAMS (Grades 9 - 11)

Thursday, May 19 <i>Full Day</i>	Friday, May 20 <i>Full Day</i>	Monday, May 23 <i>Half Day</i>	Tuesday, May 22 <i>Half Day</i>
Final Exams 3B & 4B	Final Exams 1A & 2A	Final Exams 1B & 2B 1st and 2nd <i>Students dismiss after 2nd.</i>	Final Exams 3A & 4A 3rd and 4th Exams given during 1st/2nd periods. <i>Students dismiss after 2nd.</i>

- Schools offering either a zero period or a 5th period class should work with students to ensure no more than three final exams are administered on one day.
- On half days, schools should make arrangements with transportation dept./bus drivers. Lunch should be offered. Afternoon will be used for make-up exams, grading of exams, calculation of final grades, etc.

Credit Recovery

In accordance with the Alabama State Department of Education guidelines, Madison County Schools offers students who have received failing grades in many core courses that are required for graduation an opportunity to recover the lost credit through a standards-based approach that targets specific knowledge and skill deficits instead of requiring the student to repeat the entire course. Such students must meet eligibility requirements to apply, and the credit recovery program is operated under board-approved and established guidelines. Instruction is delivered through computer-based instructional software and may also include targeted instruction supervised and managed by a teacher certified in secondary education.

Students who complete their individualized remediation plans by demonstrating minimal proficiency in all required standards will receive a grade based on the conversion chart below:

Credit Recovery Grading Criteria

Credit Recovery Grade	Credit Recovery Grade Placed on Transcript
90-100	70%
80-89	67%
70-79	65%
60-69	60%

For students who fail to complete the remediation plan by demonstrating minimal proficiency in all required standards, there will be no grade change and no recovered credit for the failed course. *(It should be noted that Credit Recovery courses may not be accepted through the NCAA Clearinghouse.)*

Homeroom

Every student is assigned a homeroom by grade level. Homeroom is used for various housekeeping activities such as distribution of report cards or schedules, class elections and testing. Students are notified in advance when homeroom will be held.

Madison County Code of Conduct

The Board expects each student to know all policies of the Board and rules and regulations of his/her school. The Principal is responsible for developing rules, regulations, and procedures to carry out Board policy. Hazel Green High School will adhere to the policies and procedures found in the Madison County Code of Conduct. All students and parents/guardians are responsible for reading and familiarizing themselves with the Code of Conduct which will be provided to each student.

Pledge of Allegiance

The Character Education law mandates that we afford students an opportunity to recite the *Pledge of Allegiance* daily. The pledge will be recited each morning over the intercom before announcements.

Moment of Silence

In keeping with school board policy and state law, students will be provided an opportunity for a quiet moment of silence each day. This opportunity will follow the pledge over the intercom.

Participation in School Programs/Field Trips

Hazel Green High School encourages students to participate in all programs, activities and field trips sponsored by the school. These are offered as a privilege to the students and participation in such may be forfeited due to attendance, academic or discipline issues at the discretion of the school administration.

Absence Notes and Codes

Hazel Green High School believes good student attendance enhances learning and discourages missing school except in extreme cases. If an absence is necessary, parents/guardians must provide the school within 3 school days of each absence (or consecutive absences) a written explanation of the reason(s) for each absence. He/she will place an excuse for the absence/s in the designated basket in the attendance office. The excuse will contain the following information:

Student's first and last name (printed)
Date of absence
Reason for absence
Parent's signature
Parent contact number

Codes

1X Personal Illness (Parent Note)
2X Personal Illness (Doctor's Note)
3X Death in Immediate Family
4X Weather
5X Legal Situations
6X Prior Permission (Principal Permission)
7X Quarantine
8X Unexcused
9X School Sponsored Event

Students are allowed 4 excused absences per semester.

Check-out Procedures

The following procedures are used for check-outs:

- Students drop check-out notes in the basket on the attendance clerk's desk **before 8:30** in the morning.
- Notes will be verified by the attendance clerk prior to the time of check-out.
- Check-out notes need the following information:
- Student's first and last name (printed)
- Time of check-out
- Reason for check-out
- Parent's signature
- Parent's contact information

Without a parent note, no student will be allowed to check out unless a parent/guardian comes to the attendance office to check out the student. **Parent notes must be turned in to the Attendance Office before 8:30 am. No phone checkouts will be allowed.** The only exception will be if the school nurse determines that a student is sick and needs to go home. The school nurse will then contact the parent/guardian and the attendance office.

Excused Absences

Parents/custodians must provide the school within three school days of each absence (or consecutive absences) a written explanation of the reason(s) for each absence. If such written explanation is not provided within the three school day period, the absences(s) will be coded unexcused.

Absences will be excused for the following reasons:

1. Personal illness with a written note from parents (must state sick) but without a doctor's statement
2. Personal illness with a doctor's statement
3. Death in the immediate family
4. Weather preventing attendance
5. Legal requirements, such as a subpoena or other required court appearance
6. Prior permission by the principal at the request of parent/custodian
7. Legal quarantine

Unexcused Absences

Any absence not classified as an excused absence will be coded unexcused. Any student having an unexcused absence will be considered truant as defined by the Alabama Administrative Code, Chapter 290-3-1-.02(7)(c).

Unexcused Absences consequences are as followed:

1. 1-3 unexcused absences (Administrator individually meets with the student/parent notification)
2. 7 unexcused absences (Student driving privileges may be revoked and parent is required to attend truancy meeting)

Athletic Eligibility

Athletes will not be allowed to try-out, practice or participate in any athletic activity until all required paperwork is on file with the athletic department, uploaded to DragonFly, and in compliance with the requirements of the AHSAA.

The following items will be considered before allowing an athlete to participate in any sport-related activity.

- Attendance requirements - Students must attend school half-day or more to participate in extracurricular events including games.
- School zone residency requirements
- Insurance Waivers
- Grade requirements

The Following MUST be uploaded into Dragonfly and approved by coaches/administration:

- Physicals – on proper AHSAA forms
- Preparticipation Evaluation
- Participation Agreement
- Concussion Information Form
- Birth Certificates / Certified Copy
- STAR certificate (prior to 2017 school year) NFHS sportsmanship certificate
- Madison County Out of Town Form
- HGHS Social Media Policy
- Students' names should be submitted to the state and should appear on their official list

Note: If a student quits an athletic team during the school year, that student will be taken out of Athletic PE and placed in a regular PE class.

Tardy Policy/Unexcused Check-outs

Students who are late 1st period will report to the attendance office and check in with the attendance clerk. She will write the student a pass and send him/her to 1st block class. *An unexcused check-in at any time of the day is considered tardy.* The tardy consequences are as follows:

1st Block Per Semester

1 st Tardy	Warning
2 nd Tardy	Warning
3 rd Tardy	Warning
4 th Tardy	Detention
5 th Tardy	One (1) day ISS
6 th Tardy	Three (3) days ISS
7 th Tardy	Extended ISS, assign to bus and/or withdrawal of parking privileges
Additional Tardies	Administrators' Discretion

- If student/parent refuses school discipline OSS may be added (may not substitute for) to disposition.

Per Semester Tardies to 2nd - 5th Blocks

1 st -3rd Tardy	Warning	Teacher handles 2 nd , 3 rd , 4 th , 5 th block
4 th Tardy	1 Detention	Office Referral and parent communication
5 th Tardy	1 Day of ISS	Office Referral and parent communication
6 th Tardy	2 Day of ISS	Office Referral and parent communication
7 th Tardy	3 Day ISS	Office Referral and parent communication

*Parking privileges may be revoked due to excessive tardiness - Administrative discretion will be used.

Students with unexcused check-outs will face consequences also. The consequences will be the same as the tardy consequences. All unexcused check-outs will be handled through the attendance office.

Unexcused Check-in

An unexcused check-in is considered tardy.

Unexcused Check-out

Unexcused checkout will be recorded and consequences will follow the tardy policy.

Parents/custodians must provide the school within three school days of each check-out a written explanation of the reason(s) for the check-out. If such written explanation is not provided within the three school day period, the check-out will be coded unexcused.

Cell Phone / Electronic Devices Policy

The use of personal, wireless communication devices by students is prohibited on school grounds or while students are being transported on a school bus, except as provided for herein. Personal, wireless communication devices include but are not limited to, cellular telephones, email devices, "walkie talkies," or any other electronic communication device. Students are permitted to keep personal wireless devices only in lockers, the school office, or other locations approved by the principal or his/her designee. Individual classroom teachers determine acceptable usage within their classroom. The Board assumes no responsibility for theft, loss, or damage to any personal/wireless communication device. The principal or his/her designee may approve the use of such devices during medical emergencies, natural disasters, after regular school hours, at events, or under circumstances in which the use of the devices serves safety, instructional, and/or convenience without disrupting academic or school operations. Due to safety concerns, students may not use headphones, earbuds, AirPods, or like devices in the hallways or cafeteria serving area. Principals or their designees will also have the authority to further restrict or deny the use of personal/wireless communication devices by any student to prevent the misuse, abuse, or violation of school rules regarding the use of such devices. School officials may read, examine, or inspect the contents of any such device upon reasonable suspicion that the device contains evidence of a violation of Board policy, the Student Code of Conduct, or other school rules. Violations of this policy

will be handled the same as other similar violations of policies, rules, and procedures by students in school. Personal, wireless communication devices will be confiscated from students who violate this policy and will be returned only to parents.

Per Year

1st Offense	Phone taken up and turned into the attendance office 1 day of detention Student picks up phone at end of day
2nd Offense	Phone taken up and turned into the attendance office 1 day ISS. Student picks up phone at end of the day.
3rd Offense or Additional Offenses	Phone taken up and turned into the attendance office Student picks up phone at end of day

If a student violates the policy and refuses to give a teacher or an administrator his/her phone, the student is considered Disobedient (S10-2),” which is an ALSDE incident offense.

Students may pick up phones in the attendance office Monday through Friday after school.

Pictures and Videos

No student is allowed to take pictures or videos without permission from the administration.

Students using any form of technology to disrupt the school day will be disciplined.

Student Dress Code

The Madison County Board of Education believes good grooming and personal appearance are essential elements in the teaching and learning process. Students are expected to dress in a manner to ensure their health and safety. Students must be neatly dressed, clean, and well groomed.

Student dress must not distract or interfere with the educational opportunities of other students.

A student’s appearance that draws excessive or unnecessary attention to the extent it is disruptive, potentially disruptive, or suggestive of disruption or violence, is not allowed.

Principals and other administrators have the authority to use discretionary judgment to prohibit such dress based on past or current circumstances. Unless otherwise specifically stated or addressed, rules and regulations contained in the Dress Code apply to normal school hours; however, such rules and regulations may be enforced at any school function or activity where the wearing of such dress is inappropriate for the type of activity, or such dress is determined to be potentially disruptive or dangerous. The Dress Code additionally applies at any school- sponsored activities at any hour or location in which students are direct participants, representing the school, and/or recipients of recognition. However, other dress requirements may be specified and enforced at any school function or activity where the Dress Code for normal school hours is not appropriate for the type of activity or is determined by the Principal to be potentially disruptive or dangerous.

Rules and regulations of the dress code apply to all students, unless exceptions are granted due to a student's disability, medical condition, or other exceptions approved by the Principal. Regulations of the dress code apply to all students, unless exceptions are granted due to student’s disability, medical condition, or other exceptions approved by the Principal.

Expectations of All Students Representing the School

Students who represent Hazel Green High School by participating in academic or athletic teams such as band, cheerleading squads, National Honor Society, football teams, basketball teams, and soccer teams are expected to exhibit appropriate behavior and show “character” on and off campus.

Dress Code Policy (Continued)

Coats and Outer Garments

Heavy coats and excessively bulging outer garments are not to be worn inside the school building. Garments to be removed include overcoats, trench coats, bulky and/or oversized jackets or oversized pullovers. Garments that equate to a lightweight windbreaker or sweater are permissible. Parents and students should assure that student attire provides for adequate comfort indoors without the wearing of outdoor garments.

Coats, jackets, hoodies that have zippers and or pockets, book bags, athletic bags, oversized shoulder bags, and man bags **are not to be worn** in the serving line of the cafeteria.

Jewelry and Body Piercing

Piercings are allowed as long as they are not hazardous or unsafe and do not distract or draw unnecessary attention.

Jewelry should be removed during physical education classes or other school activities when requested.

Jewelry must not include pictures, writings, symbols, etc., promoting, acknowledging, or suggesting drugs, drug paraphernalia, tobacco products, alcohol, sexual activities, gangs, groups, individuals, or activities that would be considered potentially dangerous, disruptive, or hazardous to the student, other students, or to the school environment.

Wallet chains and/or oversized chains are not allowed at school or on school buses

Pants, Shorts, Dresses and Skirts

Appropriate dress that does not reveal the body in an inappropriate manner, e.g. clothing must not be too tight, too short, or bare at the midriff or sides. Sundresses, off the shoulder tops, spaghetti straps, tank tops, sheer or see-through clothing, and clothing with holes above the knee, may not be worn.

Clothing, pants, or shorts which are excessively baggy and/or which are worn so as to expose underwear or body above or below the waist, and/or which drag on the floor will not be permitted.

Prohibited items of clothing include, but are not limited to, clothing with holes above the knee or other exposure, or clothing that is too short. Generally, the length of the clothing should fall below the tips of the fingers when arms are fully extended to the side; however, due to physical differences in some students, this guide may mean some items are still too short. The Principal has the authority to make the final decision regarding the appropriateness of the garment length.

Leggings, jeggings, and yoga pants must be covered by garments that fall to mid-thigh and are an appropriate length for the wearer as described above and as determined by the Principal.

Pajama pants and sleepwear are not acceptable.

Shirts, Blouses, and Tops

Clothing must not include pictures, writings, symbols, etc., promoting, acknowledging, or suggesting drugs, drug paraphernalia, tobacco products, alcohol, sexual activities, gangs, groups, individuals, or activities that would be considered potentially dangerous, disruptive, or hazardous to the student, other students, or to the school environment.

Prohibited items of clothing include, but are not limited to, off-the shoulder tops, tank tops, halters, sheer or see-through clothing, clothing with holes or other exposure. Such garments are not to be too tight, oversized, or bare at the midriff or sides.

Book and Athletic Bags

Book bags are allowed in all grades, but must be used strictly for the purpose of transporting books, school supplies and student personal items to and from school and classes.

Athletic Bags are allowed, but must be used only for the purpose of transporting athletic material. They are not to be used as a normal method of transporting regular school supplies on school campuses. In compliance with established procedures for searches outlined in the Code of Conduct, school officials have the authority to search book and athletic bags, and any other containers, when they have reasonable suspicion to believe a bag contains dangerous, illegal, or other unauthorized material.

Footwear

Shoes or sandals must be worn and properly laced or fastened. House shoes or slippers are prohibited. Foot apparel determined by the Principal or other administrator to be dangerous or a safety hazard may not be worn.

Head Coverings and Sunglasses

Hats, caps, bandanas, and other head coverings, except for religious reasons, are not permitted in the school during regular hours or on school buses. During inclement weather, head coverings may be worn for purposes of protecting against such weather, but are not to be worn in school buildings. Sunglasses are not to be worn in the school or on school buses.

Tattoos

Tattoos with pictures, writings, symbols etc., promoting, acknowledging, or suggesting drugs, tobacco products, alcohol, sexual activities or anything of a sexual nature, gangs, groups, individuals, or activities that would be considered potentially dangerous, disruptive, or hazardous to the student, other students, or to the school environment must be kept covered by the student's clothing, and not otherwise displayed in the overall school environment during the normal school day or any school sponsored activity.

Hair

Hair must be clean and worn so that it does not impair vision and is not considered unsafe or hazardous

Additional K-12

The Principal may allow exceptions in dress for a specific activity, e.g., athletic events, drama productions, etc., but such exceptions are only for those activities. Exceptions that compromise the Dress Code's intent to ensure the safety of students and employees are not permitted.

Certified sponsors or coaches of school-sponsored activities may require a higher level of dress for sponsored activities whenever the school is being represented locally or away, to include in the school

Student Parking

Any student driving a car must have a parking tag hanging from the rear view mirror. All students parking on campus will be required to have liability insurance. To obtain a parking tag, students must fill out a Student Parking Permit Application found in the attendance office. Driving to school is a privilege. Only those who respect this privilege will be allowed to drive to school. Driving privileges can be taken away due to attendance, academic or discipline infractions at the discretion of the school administration.

Parking Violation

- 1st Infraction: No Parking Decal but registered \$5.00 fine
- 2nd Infraction: No Parking Decal but registered \$25.00 fine
- 3rd Infraction: No Parking Decal but registered \$25.00 fine and loss of driving privileges.
- 4th Infraction: No Parking Decal but registered (Booted) \$50.00 fine and loss of driving privileges.
- Infractions after 2nd non registered car will be handled at the Administration's discretion

Riding a School Bus

Hazel Green High School will provide bus transportation to students who are eligible to ride based on State and local Board of Education provisions. Safety is of utmost importance in the transportation of students; therefore, the school expects students to strictly follow all rules and regulations regarding school buses. Students who violate established rules and regulations regarding bus use, or who exhibit behavior deemed inappropriate and/or detrimental to the safe transportation of students will not be allowed to ride school buses.

Students will be assigned a bus stop by the bus driver and are expected to arrive at his/her assigned bus stop punctually each morning. Morning bus arrivals to school are between 8:00-8:10 giving students ample time to purchase breakfast before attending class.

Students are only allowed to ride his/her "home" bus and will only be dropped off at the designated bus stop. In the rare case that a student may need to be dropped off at a different address, a note may be turned in to the attendance

office for approval upon arrival to school. All notes turned in at a later time will be denied. The note should contain the following:

First and Last Name of Student

Drop off Address

Date(s) and Reason for change of drop-off

Parent Signature

Parent Contact Information

Hotline Number

Call, text or email

256-536-8355

256TELL@madisoncountyal.gov

(To anonymously report incidents of bullying, threats, drugs, weapons, or anything that makes a student feel unsafe at school)

**Hazel Green High School Student Handbook
Notice of Receipt**

I hereby acknowledge by my signature that I have received and read the Hazel Green High School Student Handbook and understand the procedures therein. I understand that Hazel Green High School will also adhere to the policies and procedures located in the Madison County Code of Conduct. Please sign below and return this sheet to your homeroom teacher.

Student's Signature _____

Parent/Guardian Signature _____

Date ____/____/____

The Hazel Green High School Student Handbook can be found on our school's website:
<https://www.mcassk12.org/HazelGreenHighSchool>

You may request a hard copy of our student handbook by contacting Mrs. Sharp in our Main office or Mrs. Tucker in our Attendance office at 256-851-3220.