

South Doyle Middle School
Student Handbook
2025-26



PRINCIPAL
Anthony Norris

ADMINISTRATIVE TEAM

6th Grade - Mark Labig & Patrick Miller
7th Grade - Kim Maples & Tonia Johnson
8th Grade - Aaron Maples & Julia Roper-Walker
Instruction & Related Arts - Katy Clemmons

COUNSELORS & BEHAVIOR SUPPORT TEAM

6th Grade - Jessica Wellner & Shauna Welch
7th Grade - Rose Casagrande & Derrick McCarter
8th Grade - Tara Butler & Sam Mitchell
Jelena Brown, School Social Worker

3900 Decatur Road

Knoxville, TN 37920

(865) 579-2133

www.knoxschools.org/southdoylems

SUPPLY LIST LINKS - *(it is recommended that families wait until after the 1st full day of school to purchase supplies)*

6th Grade Supply List - [link](#)

7th Grade Supply List - [link](#)

8th Grade Supply List - [link](#)

Principal Letter:

Dear Students and Parents,

I would like to welcome everyone to the 2025-26 school year! Our administrators, teachers, and staff have all been working hard to prepare our school for the best year ever!

At South-Doyle Middle, we believe in a culture of collaboration, celebration, and learning. It is our desire to create an environment where students, teachers, parents, and administrators are all working together to provide the best possible education for each child. We continually strive to have open lines of two-way communication between the school and home. Please contact us if you ever have any questions or concerns. We will work together to come to a resolution.

Our motto is BE A KEE - be kind, bring energy, and give effort! These qualities are the foundation for success in all you do!

Middle school is a big adjustment period in students' and parents' lives. It is our goal to do all we can to support our students' development educationally, socially, and emotionally. We want our students to want to be at school! If we can assist you in any way, please contact your student's grade level support team. We look forward to working, and are excited to have you all as a part of #OneTribe.

Please note these 3 items in the handbook as they have been revised:

- 1. Wireless Device Communication**
- 2. Primary dismissal transportation**
- 3. Unscheduled parent meeting request**

Sincerely,

Anthony Norris
Principal

Grade Level Support Contact Info

6th Grade -

Administrative Team

- Mark Labig - mark.labig@knoxschools.org
- Patrick Miller - patrick.miller@knoxschools.org

Counselor

- Jessica Wellner -
jessica.wellner@knoxschools.org

Behavior Support

- Shawna Welch -
shawna.welch@knoxschools.org

7th Grade -

Administrative Team

- Kim Maples - kim.maples@knoxschools.org
- Dr. Tonia Johnson -
tonia.johnson@knoxschools.org

Counselor

- Rose Casagrande -
rose.casagrande@knoxschools.org

Behavior Support

- Derek McCarter -
derek.mccarter@knoxschools.org

8th Grade -

Administrative Team

- Aaron Maples - aaron.maples@knoxschools.org
- Julia Roper-Waker -
julia.walker@knoxschools.org

Counselor

- Tara Butler - tara.butler@knoxschools.org

Behavior Support

- Sam Mitchell -sam.mitchell@knoxschools.org

Instruction & Related Arts -

- Katie Clemmons -
katie.clemmons@knoxschools.org

Student Handbook Acknowledgment:

Parents and students, we ask that you complete the electronic signature link below to acknowledge that you have read and discussed with your child the school's rules and procedures as presented in this student handbook. These policies are consistent with the policies approved by the Knox County School Board.

[Electronic signature link](#)

A complete copy of School Board policies can be found on the Knox County School official website as follows:
knoxschools.org

If you have any questions, please contact your grade level administrators.

South Doyle Middle School 2025-2026

Mission:

South Doyle Middle School will become a magnet that draws people to our community and a foundation for the people who call SoKno home.

Vision:

SDMS will create a culture where students feel a sense of belonging, experience academic growth and social well being through active engagement in learning and the overall school experience.

Motto:

Be A Kee - be kind, bring energy, give effort!

Goals:

- Increase achievement in all academic areas.
- Increase participation in college and career activities.
- Increase engagement and clarity in all classes.

Behavior Matrix:

KINDNESS belonging	ENERGY well being	EFFORT engagement
<ul style="list-style-type: none"> ● Value everyone. ● Praise others when they do well, forgive others when they do wrong, and have patience for everything in between. ● Listen to others, have compassion for their situation, and be thoughtful of how your actions impact others. ● Choose helpful rather than harmful words and actions. ● Speak honestly but be polite and respectful. 	<ul style="list-style-type: none"> ● Have integrity in all your actions. ● Show gratitude for the good things, ● Focus on what can be rather than what can't. ● Be confident, not boastful. ● Find the best in others and situations. ● Build others up rather than tearing them down. ● Smile at others, say hello, please, and thank you. ● Complaining is draining. 	<ul style="list-style-type: none"> ● Always do your best. ● Be consistent and persistent...don't ever give up! ● Be willing to learn from mistakes. ● Give help to others and accept help from others. ● Be a source of reliability. ● Be where you should be, when you should be, doing what you should be doing.

SOUTH-DOYLE MIDDLE SCHOOL KEE BEHAVIORS (abbreviated for posting)

	Classrooms	Hallways	Restroom	Cafeteria	Arrival & Departure	Technology
K indness	<ul style="list-style-type: none"> ✓ Follow 1st request ✓ Use positive words and body language ✓ Keep desk and floor clean 	<ul style="list-style-type: none"> ✓ Use positive language ✓ Respect personal space ✓ Greet others with positivity and respect 	<ul style="list-style-type: none"> ✓ Maintain privacy ✓ Report problems to an adult ✓ Put away phone 	<ul style="list-style-type: none"> ✓ Follow 1st request ✓ Practice good table manners ✓ Pay for what you eat 	<ul style="list-style-type: none"> ✓ Be kind to bus drivers and staff ✓ Use positive words and body language ✓ Respect personal space 	<ul style="list-style-type: none"> ✓ Follow device agreement ✓ Respect school property
E nergy	<ul style="list-style-type: none"> ✓ Actively participate ✓ Communicate and engage with positive interactions ✓ Bring a growth-mindset 	<ul style="list-style-type: none"> ✓ Have permission and a hall pass ✓ Walk directly and promptly to arrive on time ✓ Follow dress code ✓ Report problems to an adult 	<ul style="list-style-type: none"> ✓ Go to the restroom during appropriate times ✓ Be present the first and last 10 minutes of class 	<ul style="list-style-type: none"> ✓ Stay in your seat ✓ Raise your hand and ask permission if you have a need 	<ul style="list-style-type: none"> ✓ Follow dress code ✓ Arrive and leave on a positive note ✓ Dismiss with correct group 	<ul style="list-style-type: none"> ✓ Use laptop for school approved use only
E ffort	<ul style="list-style-type: none"> ✓ Put away phone ✓ Do your own work ✓ Best effort on all assignments ✓ Work turned in on time 	<ul style="list-style-type: none"> ✓ Keep hallway and locker clean ✓ Walk on the right side of the hallway ✓ Keep hands and items to self 	<ul style="list-style-type: none"> ✓ Keep floors and sinks clean ✓ Wash hands ✓ Use restroom for intended purposes 	<ul style="list-style-type: none"> ✓ Get utensils on the way to sit down ✓ Keep the table and floor clean 	<ul style="list-style-type: none"> ✓ Keep hands and items to self ✓ Sit in seat at all times ✓ Go directly to assigned area in morning 	<ul style="list-style-type: none"> ✓ Bring computer charged daily ✓ Report problems with your laptop



South Doyle Middle School 25-26 Daily Schedule

Times are subject to change. Students and guardians will be notified if permanent changes are made.

KEE Time:


Our school day will begin in homeroom with KEE Time where students will participate in goal setting, reflection, and character building activities. Attendance will be taken during this time.

	6TH GRADE	7TH GRADE	8TH GRADE
KEE TIME	8:30-8:50	8:30-8:50	8:30-8:50
1ST PERIOD	8:50-10:00	8:50-10:00	8:50-10:05
2ND PERIOD	10:00-11:10	10:00-11:15	10:05-11:30 RA
3RD PERIOD	11:10-12:55	11:45-1:10 RA	11:30-12:40
LUNCH	11:55-12:25	11:15-11:45	12:40-1:10
4TH PERIOD	12:55-2:05	1:10-2:20	1:10-2:20
5TH PERIOD	2:05-3:30 RA	2:20-3:30	2:20-3:30

KCS 1/2 Days:

Please take note of the KCS scheduled ½ days for students for the 2025-26 school year. Lunch will not be served due to the release time of 12 noon for middle school students.

- 9/17
- 11/19
- 12/19
- 1/28
- 3/25



2025-2026 Knox County Schools Calendar

Thursday, July 31
Friday, August 1
Monday, August 4
Tuesday, August 5

Wednesday, August 6
Thursday, August 7
Monday, September 1
Friday, September 5
Wednesday, September 17
Monday, October 6 - Friday, October 10
Tuesday, October 14
Tuesday, November 4
Thursday, November 13
Wednesday, November 19
Wednesday, November 26 - Friday, November 28
Friday, December 19
Monday, December 22 - Friday, January 2
Friday, January 2

Monday, January 5
Monday, January 19
Wednesday, January 28
Thursday, February 5
Monday, February 16
Monday, March 9 - Friday, March 13
Tuesday, March 17
Wednesday, March 25
Friday, April 3
Monday, April 20
Tuesday, May 5
Thursday, May 21

Friday, May 22
Friday, June 19

First Day for Teachers (School Based In-Service Day)
Systemwide In-Service Day (PreK-12)
Administrative Day (Teacher Work Day)
Systemwide In-Service Day (½ Day School-based);
Administrative Day (½ Day Teacher Work Day);
6th and 9th Grade Orientation
Administrative Day (Teacher Work Day)
First Day for Students (½ Day)
Labor Day Holiday (Knox County Schools Closed)
End 4½-weeks Grading Period
Constitution Day (Knox County Schools Open), Half-Day for Students
Fall Break
End First 9-weeks Grading Period
Systemwide In-Service Day (PreK-12) (Student Holiday)
End 4½-weeks Grading Period
Half-Day for Students
Thanksgiving Holidays (Knox County Schools Closed)
Half-Day for Students; End Second 9-weeks Grading Period; End First Semester
Winter Break
Systemwide In-service Day (½ Day School-based);
Administrative Day (½ Day Teacher Work Day)
First Day for Students after Winter Break (Full Day)
Martin Luther King, Jr. Day (Knox County Schools Closed)
Half-Day for Students
End 4½-weeks Grading Period
Systemwide In-Service Day (PreK-12) (Student Holiday)
Spring Break
End Third 9-weeks Grading Period
Half-Day for Students
Holiday (Knox County Schools Closed)
End 4½-weeks Grading Period
Systemwide In-Service Day (School-based)
Last Day for Students (½ Day); End Fourth 9-weeks Grading Period;
End Second Semester
Administrative Day (Teacher Work Day) – Last Day for Teachers
Juneteenth Holiday (Knox County Schools Closed)

Calendar Summary

180 Instructional Days*
4 Administrative Days
2 Unscheduled In-Service Days
1 Unscheduled Parent-Teacher Contact Hours Day
6 Scheduled In-Service Days
10 Vacation Days

*In accordance with T.C.A. § 49-6-3004 – 177 student instructional days plus 3 days accumulated under daily 7-hour schedule.
Note: This calendar allows cancellation of up to 8 instructional days due to inclement weather or serious outbreaks of illness before any make up days will be required.

knoxschools.org

KNOX COUNTY SCHOOLS
Board of Education Policies
2025-26

Guardians and students should review all Knox County Board of Education Policies by visiting the Knox County Schools website, Our District, Board of Education, Board Policy or using this quick reference link - [KCS Policy Link](#).

The following are important policies that you are asked to review.

KCS Policies

Policy Title/Topic	Policy Number
Civility Code	B-230
Attendance	J-120
Procedural Due Process	J-181
Code of Behavior and Discipline	J-190
Misbehaviors and Disciplinary Options	J-191
Detention	J-192
Student Suspension	J-193
Zero Tolerance	J-194
Student Disciplinary Hearing Authority	J-195
Interrogations and Searches	J-200
Harassment, Intimidation, and Bullying or Cyber-Bullying	J-210, J-211
Use of Wireless Communication Devices in School	J-240
Bus Conduct	J-250
Dress Code	J-260
Unsafe School Choice Notice	J-290
Uniform Grading Policy	J-341
Guidelines for Medication	J-352

Disciplinary Terms

Confiscation: Items that are prohibited on school grounds or are a distraction will be labeled as to ownership and turned over to the office. These items may be returned to the student or parents at the Administrator's discretion. (Note: beepers, cell phones, etc. may be turned over to Knox County Security.)

Hazing: Name-calling, inflammatory or disrespectful remarks, harassment (verbal or physical) is prohibited at all times and is subject to disciplinary consequences.

Alternative to School Suspension (A.T.S.): ATS is a consequence sometimes given for inappropriate behavior. This consequence involves placement of the student in a special class for at least one-half day with a designated staff member. Students are expected to complete regular academic assignments, participate in some form of school service, and follow the schedule and guidelines outlined by the staff member in charge.

Out of School Suspension (O.S.S.): This is a consequence given for persistent misbehaviors of such a serious nature as to warrant being prohibited from school attendance. Students who receive O.S.S. are subject to the following rules:

- The student is not allowed on campus at any time.
- The student is not allowed to attend any school function, including, but not limited to, athletic events, dances, or school performances.

Long Term Suspension: Any out-of-school suspension that is longer than four consecutive days is considered "long term." A disciplinary hearing will be held before any long-term suspension has been given.

Initial Hearing/Disciplinary Hearing: When information is received by the Administration indicating that a student has committed a violation that could result in a suspension of more than four days, meetings will be scheduled for the following purposes in the order given below:

Hearing Notification (Includes Administrator and Student + Parent/Guardian)

- To present information concerning the violation.
- To hear the student's statement or statements of others who may have information relative to the violation.

I.E.P. Team

- To determine if violation is a manifestation of the Special Ed certification.
- To determine if placement/programming is needed.

Disciplinary Hearing (For Special Ed. if not manifestation and all regular Ed.)

- To determine guilt or innocence.
- To determine the appropriate consequences for the violation.

Search and Seizure: According to Knox County Board Policy Handbook (JCAB), school lockers, backpacks, pocketbooks, etc. are subject to search. (Guidelines concerning such searches are outlined in the Knox County Policy Handbook available in the school office.) Parents will be contacted after the student is searched.

FORWARD

The 2025-2026 Parent/Student Handbook contains information for parents and students of South-Doyle Middle School (SDMS). Parents are asked to read this and go over the information provided to you.

SDMS takes pride in our positive approach toward student behavior. Major emphasis is placed on training and developing individual responsibility and mutual respect. The aim of this approach is to create a school environment favorable to the development of self-discipline and self-direction.

2025-2026 Change of Procedures/Policies

1. **Wireless Communication Devices**
2. **Primary Dismissal Transportation**
3. **Unscheduled Parent Meeting Request**

Wireless Communication Devices

Students will follow the use of wireless communication devices policy J-240 by KCS. A “wireless communication device” (WCD) is a personal portable wireless device that has the capacity to provide voice, messaging, or other data communication between two or more parties. WCDs include, but are not limited to cell phones, smart watches, smart glasses, and tablets.

WCDs may be stored in backpacks, purses, or personal carry-alls. However, the use of the devices during the school day is prohibited for all students except in the following circumstances:

1. The principal authorizes a teacher to approve the use of WCDs for educational purposes during instructional time;
2. A student uses a WCD in the event of an emergency or to manage the student’s health;
3. A student’s use of a WCD during instructional time is included in the student’s Individualized Education Program (IEP), Section 504 plan, or Individual Learning Plan (ILP); or
4. A student with a disability uses a WCD to operate assistive technology to increase, maintain, or improve the student’s functional capabilities.

These restrictions are not intended to discourage the use of these devices for instructional purposes, but to establish parameters and appropriate oversight for their use. Improper use or storage of WCDs may result in confiscation of the device until it can be released directly to a student’s parents and/or legal guardians. A student in violation of this policy is subject to related disciplinary action as defined in Policy J-191.

Knox County Schools is not liable for loss or damage to any wireless communication devices brought onto school campuses. Although Knox County Schools will take reasonable steps to protect a student’s WCD should it be confiscated, KCS does not expressly or implicitly assume, and does not assume, any responsibility for loss of or damage to any WCD.

Students will be authorized to use WCDs for communication purposes in the event of an emergency or possible emergency. However, the principal or principal’s designee will remain the primary point of contact for families in the event of an emergency or possible emergency. All emergency communication from the school or district will be shared through the district’s mass communication system.

A copy of the entire policy is included in this handbook for your reviewal.

Clarifying points:

- Please note, this is a state law not KCS or SDMS rule.
- Devices must be stored out of sight in a bag, purse, locker. Devices may not be on their person.
- Begins upon arrival on campus through leaving campus.

Practice New Procedure

- August 7-August 15, 2025
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Teacher will return device to student at end of class period
 - Reminder of new procedure

Beginning August 18, 2025

- 1st offense -
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Give to administrator as soon as possible
 - Teacher enter into Aspen
 - Administrator conference
 - Device to student at end of day
 - Parent contact
- 2nd offense -
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Give to administrator as soon as possible
 - Teacher enter into Aspen
 - Administrator conference
 - Device to student at end of day
 - Parent contact
- 3rd offense -
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Give to administrator as soon as possible
 - Teacher enter into Aspen
 - Administrator conference
 - Isolated lunch during next available lunch
 - Device plan will be implemented with administrator assigning consequence
 - Device to student at end of day
 - Parent contact with 4th & beyond offense discussion
- 4th offense & beyond -
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Give to administrator as soon as possible
 - Teacher enter into Aspen
 - Administrator conference
 - Non-compliance with wireless device - administrator will follow KCS policy J-191 for consequences.
 - Parent contact
 - Parent may be asked to pick up device from the school.

Primary Dismissal Transportation

Parents will designate the student's primary transportation (walker, car, or bus #). Parents will designate this by circling their response on the bottom of the student information verification form. This form is in the back to school packet.

A parent note will be required for any changes to designated form of transportation (ie: designated walker needs to be a bus rider for a specific day). This note should include PRINTED student first and last name, student's last period teacher name, change in dismissal transportation requested, parent first and last name, parent signature, and parent contact phone number. Students will turn in notes to the office upon arrival on campus. These notes will be approved by an administrator and given to the last period teacher.

Unscheduled Parent Meeting Request

Parents/guardians are to contact the grade level administrators if they need to schedule a parent conference. If parents/guardians arrive on campus without an appointment and it is not an emergency (imminent safety concern), they will be asked to leave their contact information with the office secretaries. The grade level administrators will contact the parent/guardian at their earliest convenience.

SDMS PROCEDURES & INFORMATION

Academic Program

All students will have either Grade Level or Honors courses in Language Arts, Mathematics, Social Studies, and Science. Related arts classes include physical education, art, music, computer, health, band, chorus, science enrichment, college and career exploration, computer science, keyboarding, and STEM.

Additional programs for qualified students include intervention classes, advanced and honors classes. 8th graders that meet qualifications may have the opportunity to participate in high school credit classes such as Physical Science, Algebra I, Computer Applications, and World Geography.

Title 1

SDMS is a Title 1 school. The purpose of Title I is to provide all children a significant opportunity to receive a fair, equitable and high-quality education, and to close educational achievement gaps. Title 1 presentations and information will be made available at our annual Title 1 sponsored Open House.

Clubs and Organizations

We encourage students to be involved in school activities to support the development of the whole child. At SDMS, students have the opportunity to participate in a variety of before and after school clubs and organizations. These include but are not limited to: Robotics, Debate Club, Girls Tribe, Art Club, BETA Club, Student Government Association, Project-U, Shades of Development, YOKE, Cherokee Singers, 4-H, Environmental Club, and Japanese Club.

SDMS school based sports include boys basketball, girls basketball, cheerleading, boys and girls track, and cross country. Many other community sponsored sports are available as well.

The following is a link to the SDMS Player Handbook for student athletes:

[SDMS Player Handbook](#)

Positive Behaviors

SDMS's goal is for every student to consistently exhibit the behaviors reflected in the Be A Kee table noted previously in this handbook. Be A Kee - be kind, bring energy, give effort.

SDMS will be using the Character Strong curriculum to support our Be A Kee initiative. Sessions are designed to build and develop an understanding and sense of well-being, belonging, and engagement. Every student will have the opportunity to participate in these sessions through their homeroom.

SDMS is a restorative school that seeks to encourage, teach, and reward positive behaviors through our KEE Coin incentive system. KCS progressive discipline will be followed for behaviors that do not meet expectations. This may include behavior interventions, peaceful schools agreement, no communication agreement, restorative conversations, loss of privileges, and other interventions to support improvement.

Conflicts between students may result in a No Communication or a Peaceful Schools Agreement. Students will be given a copy of these contracts to bring home when initiated with the student. Violation of these agreements may result in disciplinary action.

Taking Care of School Property

SDMS belongs to you, and it is your responsibility to help keep it clean. Anyone who damages or destroys school property will be expected to pay for that property and will be subject to disciplinary action. Let's show pride in SDMS!

Daily Schedule

A copy of the master schedule can be found in this handbook. Transition times will be set by the grade level and shared with students the first days of school. Grade level teachers will review the schedule and expectations for transition times the first week of school.

Students will utilize eHallpass when requesting to leave class for any reason. Students are not allowed to leave the classroom during the first and last 10 minutes of class unless it is an emergency.

Chromebooks

Each student will be issued a KCS provided chromebook and charger. Students are to charge the device every night and bring it to school each day. Students will need to have their chromebook for all classes. Information regarding distribution will be shared in the back to school packet. Inappropriate use of this device may result in loss of privileges which may include becoming a day user or paper only student (leave the device at school each day and over the weekend). Any student that has unpaid damage totals over \$100.00 while enrolled at SDMS will automatically become a day user. Students that repeatedly do not have their chromebook at school

and/or charged may be required to become a day user. Per KCS policy, administrators reserve the right to have students become day users at any time. As a reminder, day users are not allowed to take devices home.

Students that did not turn in their device from the previous year will not receive a chromebook. Once the student brings in the device or pays the bill for that device, they will be issued a chromebook.

SDMS and KCS will address device damages and repairs. Students that do not have device insurance offered by KCS will be billed for damages. Students will be given insurance and damage to device information in the back to school packet. Also, please see insurance information on the final pages of this handbook.

Please direct specific questions regarding repair or loss to our TPACK coach by calling 865-579-2133. Questions regarding loss of privileges should be directed to the grade level administrator.

Technology Links

Families and students will use a variety of applications and software to monitor students progress, complete assignments, and receive school communications. Please see the information below for assistance:

KCS Technology Help - canvas, chromebook, teams
<https://www.knoxschools.org/techhelp>
SDMS website - aspen, canvas, parent square
<https://www.knoxschools.org/Domain/68>

Attendance

Student Arrival On Campus

Students are allowed to arrive on campus at 7:30am. Students arriving on campus before 8:00am will report to the following locations:

- 6th Grade - Gym - seated on the side of the gym closest to locker rooms
- 7th Grade - Gym - 7 seated on the side of the gym closest to the cafeteria
- 8th Grade - Auditorium - seated in auditorium

Students will sit by homeroom. Once students are seated they are not permitted to stand up, move seats on the bleachers, or go to the cafeteria.

Students will be dismissed and escorted to their team area as follows:

- 8:00 – 6th Grade
- 8:05 – 8th Grade
- 8:10 – 7th Grade

Students wishing to eat breakfast will be escorted through the cafeteria and then to the team area, Breakfast will be eaten in homeroom.

Absence Procedure

Students are responsible for turning in

absentee notes to the front office upon arrival to campus. A parent or doctor's note should be turned in within 5 days of the student returning to school. Parents can utilize 10 parent notes per school year. Parent notes should include PRINTED student first and last name, student's homeroom teacher name, date(s) of absence, reason for absence, parent first and last name, parent signature, and parent contact phone number.

Students should request make-up assignments from teachers within 3 days of returning to school and will have 10 days to complete those assignments.

Please review the KCS policy J-120 for additional information regarding attendance.

Tardy Procedure

Students are released to homeroom from their grade level assigned area beginning at 8:00am each morning. Students who arrive after 8:30am must report to the student office to sign in and receive a tardy slip for entry into class.

Early Dismissal

A parent or guardian must come to the school office to check out a student early. Persons picking up students must be on that student's record and have photo identification. No student is dismissed after 3:15pm due to safety reasons.

Afternoon Dismissal -

Students will be dismissed via intercom at 3:30pm. The dismissal order will be walkers, bus riders, and then car riders. Students are asked to leave campus quickly and appropriately. Parents should follow the parking lot alphabet signs to ensure a quick and safe dismissal.

Primary Dismissal Transportation

Parents will designate the student's primary transportation (walker, car, or bus #). Parents will designate this by circling their response on the bottom of the student information verification form. This form is in the back to school packet.

A parent note will be required for any changes to designated form of transportation (ie: designated walker needs to be a bus rider for a specific day). This note should include PRINTED student first and last name, student's last period teacher name, change in dismissal transportation requested, parent first and last name, parent signature, and parent contact phone number. Students will turn in notes to the office upon arrival on campus. These notes will be approved by an administrator and given to the last period teacher.

Student Progress Reports

Knox County Middle Schools operate on a semester schedule. Progress reports will be available electronically 4½ weeks. Report cards will be available electronically at the end of each semester. The electronic system used by KCS is Aspen. In compliance with KCS policy I-381, Tennessee Comprehensive Assessment Program (TCAP) performance results will compose 10% of second semester (spring semester) grades in the subject areas of mathematics, reading/language arts, science and social studies for Knox County Schools Students in grades three through eight. Only required statewide assessments which have not experienced problems in administration or grading shall be used in a particular school year. Students participating in high school credit classes that require an End of Course (EOC) exam will have this score as part of their grade. The EOC weight is 15% final grade. This is subject to change based on decisions by Knox County Schools. Parents and students will be notified of changes that occur. The Director of Schools shall be responsible for developing a methodology and procedure for teachers to use in numerically computing these grades.

KCS Grade Scale

A	90-100
B	89-80
C	79-70
D	69-60
F	below 60

Student Awards Programs

Students are recognized for outstanding achievement and behavior by school personnel. These achievements may include but are not limited to the honor roll, citizenship, perfect attendance, personal improvement, meeting Be A Kee expectations, and other positive behavior goals. These celebrations include school-wide and grade levels events. Information will be provided to students and parents by the grade level administrator.

Lockers

Due to increased enrollment, lockers may not be issued for the 25-26 school year. If students are assigned a locker, we highly suggest having a combination lock. A copy of the combination should be given to the homeroom teacher. If a key lock is

used, a duplicate key should be given to the homeroom teacher. Students must use their assigned locker. SDMS is not responsible for items reported as missing due to the lack of a lock. If you have any questions regarding lockers, please contact your grade level administrator.

Restroom

Students are provided pre-planned restroom breaks throughout the day to avoid students missing instructional time by leaving class. Teachers' expectations and procedures will be shared the first week of school which will include a check-in, check-out system referred to as eHallpass. Students will not be permitted to leave the classroom during the first and last 10 minutes of class as this is when key instructions are given. If a student has a medical condition that will require flexibility of access, please contact the grade level administrator.

Dress Code

SDMS will follow and enforce KCS dress code policy noted previously in this handbook. For safety reasons, students will not be permitted to wear hats, hoods, toboggans, the hoods attached to their sweatshirt, or any other full head coverings in the building. Blankets should not be brought to school or worn during the school day. Skirts, dresses, and shorts must be beyond mid-thigh length. Shirts or tops must cover the waistband of pants, shorts, or skirts with no midriff visible. Failure to comply will be addressed as dress code violations.

Student Names

If a student requests to be called another name other than the name on school records (first or middle name) or a derivative of that name, the school will reach out to guardians to verify the request.

Backpacks

Students are encouraged to use sling bags or string bags to carry school materials and personal items. All other types of school bags should be stored in the student locker or area designated by the teacher and/or administrator.

Wireless Communication Devices

Students will follow the use of wireless communication devices policy J-240 by KCS. A "wireless communication device" (WCD) is a personal portable wireless device that has the capacity to provide voice, messaging, or other data communication between two or more parties. WCDs

include, but are not limited to cell phones, smart watches, smart glasses, and tablets.

WCDs may be stored in backpacks, purses, or personal carry-alls. However, the use of the devices during the school day is prohibited for all students except in the following circumstances:

1. The principal authorizes a teacher to approve the use of WCDs for educational purposes during instructional time;

2. A student uses a WCD in the event of an emergency or to manage the student's health;

3. A student's use of a WCD during instructional time is included in the student's Individualized Education Program (IEP), Section 504 plan, or Individual Learning Plan (ILP); or

4. A student with a disability uses a WCD to operate assistive technology to increase, maintain, or improve the student's functional capabilities.

These restrictions are not intended to discourage the use of these devices for instructional purposes, but to establish parameters and appropriate oversight for their use. Improper use or storage of WCDs may result in confiscation of the device until it can be released directly to a student's parents and/or legal guardians. A student in violation of this policy is subject to related disciplinary action as defined in Policy J-191.

Knox County Schools is not liable for loss or damage to any wireless communication devices brought onto school campuses. Although Knox County Schools will take reasonable steps to protect a student's WCD should it be confiscated, KCS does not expressly or implicitly assume, and does not assume, any responsibility for loss of or damage to any WCD.

Students will be authorized to use WCDs for communication purposes in the event of an emergency or possible emergency. However, the principal or principal's designee will remain the primary point of contact for families in the event of an emergency or possible emergency. All emergency communication from the school or district will be shared through the district's mass communication system.

A copy of the entire policy is included in this handbook for your review.

Clarifying points:

- Please note, this is a state law not KCS or SDMS rule.
- Devices must be stored out of sight in a bag, purse, locker. Devices may not be on their person.
- Begins upon arrival on campus through leaving campus.

Practice New Procedure

- August 7-August 15, 2025

- Student will power off device
- Teacher confiscate & lock in device locker
- Teacher will return device to student at end of class period
- Reminder of new procedure

Beginning August 18, 2025

- 1st offense -
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Give to administrator as soon as possible
 - Teacher enter into Aspen
 - Administrator conference
 - Device to student at end of day
 - Parent contact
- 2nd offense -
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Give to administrator as soon as possible
 - Teacher enter into Aspen
 - Administrator conference
 - Device to student at end of day
 - Parent contact
- 3rd offense -
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Give to administrator as soon as possible
 - Teacher enter into Aspen
 - Administrator conference
 - Isolated lunch during next available lunch
 - Device plan will be implemented with administrator assigning consequence
 - Device to student at end of day
 - Parent contact with 4th & beyond offense discussion
- 4th offense & beyond -
 - Student will power off device
 - Teacher confiscate & lock in device locker
 - Give to administrator as soon as possible
 - Teacher enter into Aspen
 - Administrator conference
 - Non-compliance with wireless device - administrator will follow KCS policy J-191 for consequences.
 - Parent contact
 - Parent may be asked to pick up device from the school

Bikes/Skateboards/Scooters

SDMS allows students to utilize bikes, skateboards, and scooters to arrive on campus. Once on campus, students should dismount and walk/carry their device. A bike rack is available and located in the back parking area of the campus off Taylor Road.

Other devices may be left in the front office or with their grade level administrator. SDMS is not responsible for lost property.

Learning Environment

Students are prohibited from bringing items to school that are unnecessary or disruptive to the learning environment. These may include but are not limited to basketballs, tennis balls, speakers, rubber bands, snacks or candy to distribute to others without advanced permission from a staff member, or toys which include stuffed animals. These types of items will be confiscated by staff members and given to the grade level administrator, Guardians may contact administrators to make arrangements to pick-up.

Restricted Areas

Students are not allowed in:

- Parking lots during school hours without administrative permission.
- Rooms or areas designated as staff only.
- Any unsupervised area during classes without administrative permission.
- In the building or on campus before 7:30am or after 4:00pm without staff supervision for a school activity.

Students found in restricted areas are subject to search and possible disciplinary consequences.

School Nurse Office

SDMS has a nurse to provide assistance to students and staff. The nurse office is located in the main office to the left of the front desk. The door is marked as "clinic". Students needing to see the nurse will be escorted using the buddy system or a staff member. Students should seek permission via eHallpass to see the nurse.

Cafeteria

SDMS provides free breakfast and lunch for all students. Students may purchase additional items such as ice cream and chips. Once a student goes through the serving line and has received his/her meal, he/she is not to go back to buy extra food. All purchases should be made before the student leaves the serving line. Open food items are not allowed to be taken from the cafeteria. Parents or visitors who wish to eat lunch at SDMS will be charged the published adult rate (see the School Nutrition webpage for current breakfast and lunch prices).

Visiting the SDMS Campus

Anyone visiting SDMS must report to the office to check-in and receive a visitor's pass. This requirement is for the safety of all students. Violators will be asked to leave the campus.

If you are planning to visit a classroom, you must have prior permission from an administrator. This may be obtained via email or phone call. The classroom visit will be scheduled by the administrator and communicated to the parent.

While not encouraged, parents may request to eat lunch with their student. Arrangements should be made at least 24 hours in advance with their grade level administrator and special seating will be arranged. No student is allowed to eat lunch with an adult other than their own parent/guardian. The drop-off of fast foods/restaurants by parents or food delivery companies will be not allowed.

Unscheduled Parent Meeting Request

Parents/guardians are to contact the grade level administrators if they need to schedule a parent conference. If parents/guardians arrive on campus without an appointment and it is not an emergency (imminent safety concern), they will be asked to leave their contact information with the office secretaries. The grade level administrators will contact the parent/guardian at their earliest convenience.

Off Campus Trips

Field trips are activities based on or related to the curriculum. Participation is a privilege. Students must meet academic and behavioral expectations that are set forth by school staff in order to participate. These requirements will be shared with parents and students as events are planned. The school is not obligated to refund field trip money. Signed permission slips are needed for participation in off campus trips and some after school events.

Items Dropped Off for Students

To avoid excessive announcements and interruptions, only emergency messages or packages from parents or guardians will be accepted for distribution to students during school. These may include but are not limited to forgotten lunches, lunch money, chromebooks, instruments, and other academic materials. Flowers, balloons, messages, and other outside deliveries will not be accepted.

Habit School

Toby, a Therapy Dog, may be visiting SDMS on a weekly basis from the University of Tennessee's College of Veterinary Medicine. Dude is a

Goldendoodle that has been medically and behaviorally screened by the University's HABIT program. HABIT provides therapy animals for many places in 19 counties in East Tennessee. These animals work in a variety of health-related institutions and schools.

The dog assigned to our school may be seen in the halls and even spend 5-10 minutes with your child sharing space or just enjoying each other's company. We are proud to be able to offer this opportunity for our students and know it will be both an emotional and educational experience. We may have additional dogs participate throughout the year.

Additional information will be in our back to school packet. This will include information if you prefer that your child not interact with the dog.

SDMS Library and Media Center

Books

Students may visit the library during the school day with teacher permission via eHallpass. All students may check out 2 books at a time. Special permission for more materials may be granted when necessary for an assignment. The loan period for students is 3 weeks. An electronic database of materials available in the library is available via our school website under students - library/media center.

Lost and/or Damaged Books

If a book is lost or damaged, the book MUST be paid for before additional books can be checked out. Your signature for signing the handbook means that you agree to pay for lost or damaged books that

are checked out to your student. Payment for a lost book is reimbursed should the book be found and returned in good condition. Debts remaining at the end of the school year may be turned in to the office and become a part of the student's permanent file. When a student withdraws from school, any items that are checked out must be returned and/or paid for upon withdrawal.

Back to School Packet & Information

Students will be given a packet of information during the first week of school. This packet will contain essential information that will assist the school with communication and family involvement. Please make sure all information is up to date and accurate.

SHADES - After School Program

SHADES is an after school program designed to provide SDMS students with an opportunity to participate in activities that are designed to promote Safe Healthy Adventures Developing Essential Skills.

It is the goal of SHADES of Development to strive to provide an afterschool program that is sensitive and responsive to the needs of the children and families we serve. We hope that through your input and involvement, SHADES of Development will be able to reach that goal.

Information on enrollment will be sent home with students during the first month of school. The SDMS contact is Jake Ricks.

KCS & SDMS CHROMEBOOK INFORMATION

KCS Device Agreement - Due: Aug. 13th

Device Deployment Dates:

August 13th - Students with Signed Device Agreement

August 14th - Absent/Late Students and Day Users

- Use the QR code to sign the device agreement for the '25-'26 school year. All device agreements must be signed online. There are no paper copies available.
- Must be signed before Aug. 13th to receive a device.
- All students WITHOUT a signed device agreement will get a device as a Day User on Aug. 14th

For assistance signing the device agreement, contact:
KCS Tech Support at 865-594-1830 or techsupport@knoxschools.org



Device Agreement

KCS Chromebook Insurance - Due: Sept. 30th



Give Backs

Parents/Guardians are being given the option to pay a \$20 non-refundable, annual fee for device insurance this year.

- There is no Insurance Agreement to fill out (paperwork). The only thing needed is payment.
- Payment is due on or before September 30, 2025.
- We are using Givebacks for digital monetary collections.
 - Instructions for creating your account and linking your student(s) can be found by scanning the QR CODE.
 - Payment can be made online with a credit card or Echeck
 - Checks/money orders may be mailed downtown.
 - KCS Device Insurance, PO Box 314, Knoxville, TN 37901 - Please list the SID of the student in the memo field.
 - Payment will **NOT** be accepted at any school location this year.

For assistance purchasing Chromebook Insurance, contact:
KCS Tech Support at 865-594-1830 or techsupport@knoxschools.org

SOUTH DOYLE MIDDLE SCHOOL JOIN THE PTSO

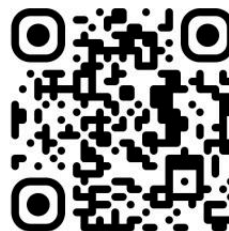
The Parent Teacher Student Organization (PTSO) welcomes you and offers you an opportunity to join this dynamic group making a positive difference at South Doyle Middle School (SDMS). Every dollar invested through Membership Dues is used to support student and staff. Funds collected from memberships is one of our largest fundraisers. Joining the PTSO does not obligate you to volunteer. Anyone can join- parents, guardians, grandparents, staff, teachers, administrators, students, and friends. Membership is free for staff and \$8 for all others.

Join to PTSO Online:



sdmsptso.givebacks.com/shop

Shop Fall Apparel Sale:



bit.ly/sdwear25



Hats - \$20

T-shirts - \$25

Apparel orders due September 24th

Stay in touch!

Meetings: 4th Tuesday of month

Facebook: South-Doyle Middle PTSO

Instagram: southdoylemiddleptso

X: @sdmsptso

Email: sdmsptso@gmail.com



KCS USE OF WIRELESS COMMUNICATION DEVICES IN SCHOOL

Please review this policy carefully as it has been changed to meet the new state law guidelines.

<u>Section J:</u> Students	Knox County Board of Education		
	Descriptor Term:	Descriptor Code:	Issued:
	Use of Wireless Communication Devices in School	J-240	10/96
		Reviewed:	Revised:
	6/25	7/25	

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PURPOSE

Wireless communication devices have many applications, some of which may be appropriate for student use during the school day. This policy outlines the permissible and appropriate use of such devices during school hours.

DEFINITIONS

A “wireless communication device” (WCD) is a personal portable wireless device that has the capacity to provide voice, messaging, or other data communication between two or more parties.¹ WCDs include, but are not limited to cell phones, smart watches, smart glasses, and tablets.

A “district-issued device” refers to an electronic device, such as a laptop or tablet, purchased for student educational use during and outside of instructional time.

For the purposes of this policy, “instructional time” refers to scheduled in-class time in which students are expected to be learning during the school day. “Non-instructional time” refers to scheduled out-of-class time during the school day, such as breakfast and lunch or transition time between classes. The “school day,” for the purposes of this policy, is further defined as on-campus time between the designated start and end of the school day, as defined in Policy A-140.

USE OF DISTRICT-ISSUED DEVICES

Knox County Schools is a 1:1 district, meaning every student is equipped with a district-issued device to assist with learning in and outside of the classroom. Use of district-issued devices are therefore exempt from the parameters outlined within this policy and may be used at the discretion of the school to facilitate learning.

USE OF WIRELESS COMMUNICATION DURING THE SCHOOL DAY

WCDs may be stored in backpacks, purses, or personal carry-alls. However, the use of the devices during the school day is prohibited for all students except in the following circumstances:¹

1. The principal authorizes a teacher to approve the use of WCDs for educational purposes during instructional time;
2. A student uses a WCD in the event of an emergency or to manage the student’s health;
3. A student’s use of a WCD during instructional time is included in the student’s Individualized Education Program (IEP), Section 504 plan, or Individual Learning Plan (ILP); or
4. A student with a disability uses a WCD to operate assistive technology to increase, maintain, or improve the student’s functional capabilities.

1 These restrictions are not intended to discourage the use of these devices for instructional purposes, but
 2 to establish parameters and appropriate oversight for their use. Improper use or storage of WCDs may
 3 result in confiscation of the device until it can be released directly to a student's parents and/or legal
 4 guardians. A student in violation of this policy is subject to related disciplinary action as defined in Policy
 5 J-191.
 6

7 Knox County Schools is not liable for loss or damage to any wireless communication devices brought
 8 onto school campuses. Although Knox County Schools will take reasonable steps to protect a student's
 9 WCD should it be confiscated, KCS does not expressly or implicitly assume, and does not assume, any
 10 responsibility for loss of or damage to any WCD.
 11

12 **LOSS OF DEVICE PRIVILEGES**

13
 14 Any device used outside these parameters may result in confiscation until it can be released directly to
 15 the student's parent or legal guardian. A teacher may withhold a WCD from a student during a class if
 16 the device is a distraction to the class or student.² A student who possesses a WCD in violation of this
 17 policy is subject to related disciplinary action, as defined in Policy J-191. Continued violation of this
 18 policy may also result in loss of WCD privileges. Additionally, students may lose WCD privileges for
 19 any policy violation that is related to or is the result of the use of a WCD.
 20

21 **PROHIBITED USE OF WIRELESS COMMUNICATION DEVICES**

22
 23 In addition to the parameters established above, use of a WCD to bully, harass, or intimidate others will
 24 be subject to related disciplinary action, as defined in Policy J-191. Using a WCD for any illicit activity
 25 including but not limited to take, disseminate, transfer, or share obscene, pornographic, lewd, or otherwise
 26 illegal images, photographs, or similar material whether by electronic data transfer or otherwise may
 27 constitute a crime under State and/or Federal law. Any student taking, disseminating, transferring,
 28 possessing or sharing obscene, pornographic, lewd, illegal, or otherwise inappropriate images or
 29 photographs of other students or any other individual, particularly underage, at school, on a school bus or
 30 while attending any school event or activity will be subject to the disciplinary procedures of the school
 31 district and reported to law enforcement and other appropriate State or Federal agencies.³
 32

33 **COMMUNICATION IN THE EVENT OF AN EMERGENCY OR POSSIBLE EMERGENCY**

34
 35 Students will be authorized to use WCDs for communication purposes in the event of an emergency or
 36 possible emergency. However, the principal or principal's designee will remain the primary point of
 37 contact for families in the event of an emergency or possible emergency. All emergency communication
 38 from the school or district will be shared through the district's mass communication system.
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45 **Legal References:**

- 46
- 47 1. T.C.A. § 49-6-(cite pending).
- 48 2. T.C.A. § 49-6-4002.
- 49 3. T.C.A. § 37-1-403.

KNOX COUNTY SCHOOLS MISBEHAVIOR AND CONSEQUENCES GUIDELINES

The following pages detail Knox County Schools misbehavior and disciplinary options. These expectations and guidelines will be followed and enforced by SDMS.

<u>Section J:</u>	Knox County Board of Education		
Students	Descriptor Term: Misbehaviors and Disciplinary Options	Descriptor Code: J-191	Issued: 7/95
		Reviewed: 1/25	Revised: 3/25

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The behavior code addresses the language used by students, respect for all school employees, fighting, threats, bullying, harassment, weapons on school property or at school functions, damage to the property of person or others, misuse or destruction of school property, drug or alcohol abuse, the sale or distribution of drugs or alcohol, student conduct on school property, conduct in classes, and conduct on school buses. A teacher, principal, school employee or school bus driver may use reasonable force in compliance with Tennessee law when necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another person.^{1,2}

In accordance with state law,¹ a teacher, principal, or school employee may use a “physical holding restraint” or isolation for a special education student in an emergency situation, which means that the student’s behavior poses a threat to the physical safety of the student or others nearby. School personnel shall act in accordance with all applicable state and federal laws, including but not limited to Tennessee Code Annotated § 49-10-1303 to 1035.

When students are disruptive or act inappropriately, school staff and principals are expected to respond logically, appropriately, and consistently to provide a safe orderly school environment for all students. The Knox County Schools Discipline Guidelines describe five levels of behavior, increasing in seriousness from a Level 1 Behavior to a Level 5 Behavior (see chart below). The KCS Student Support Guidelines will be utilized in addressing discipline consequences. The use of Restorative Practices shall be used to the greatest extent practicable in schools where the training has been completed.

The KCS Discipline Guidelines also include levels of possible responses to inappropriate behavior (Response A through E). Each behavior is assigned to one or more of these levels of response. Principals and school staff should use the levels suggested for each behavior. If a behavior is assigned to two or more levels of response, the lowest level of intervention should generally be used first. Behaviors are defined in the KCS Behavior Definitions Table attached to this policy.

When choosing a higher-level response within the range of possible responses, an administrator should consider:

- the student’s age, health, disability, decision-making ability and prior discipline history;
- the student’s willingness to repair the harm;
- the seriousness of the act;
- the potential to cause harm or the harm caused, including any injuries caused;
- the extent of actual disruption to the learning environment; and
- whether the act was intentional, knowing, or reckless.

The administration will document in the discipline referral the reasons for using the selected response. In each case, KCS administrators and staff will apply consequences to minimize the amount of instructional time lost and provide a safe and orderly learning environment. It is the duty of school principals to administer and implement the school behavior and discipline code.³ Principals and school faculty shall use these guidelines for responses to behavior. Responses and interventions are at the discretion of the school principals. Suspension is required if the behavior is a Level 5, Zero Tolerance Offense.

Administrators may consider an extended suspension (suspension over 45 days) when a student's behavior or culmination of behaviors pose an on-going safety concern to the school, staff, and/or students. Administrators must notify a KCS Regional Director prior to an extended suspension assignment.

Behaviors	Intervention Response	Suspension Out of School (under 10 days)	Extended Suspension Out of School (over 10 days)
Level 1 Behaviors	A	No	No
Dress Code Violation	A	No	No
Vehicle Violation	A	No	No
Tardy to School	A	No	No
Tardy to Class	A	No	No
Public Display of Affection (PDA)	A	No	No
Level 2 Behaviors			
Repeated violations of a pattern of Level 1, with evidence of implemented intervention (See mandatory interventions)	A,B	No	No
Class Cut	A,B	No	No
Profanity/Abusive Language in School	A,B	No	No
Unauthorized Area	A,B	No	No
Failure to Serve Detention	A,B	No	No
Inappropriate Physical Contact/Horseplay	A,B	No	No
Level 3 Behaviors			
Repeated violations of a pattern of Level 2 Behaviors, with evidence of implemented intervention (See mandatory interventions)	B,C,D	Yes	No
Cheating/Gambling	A,B,C	Yes	No
Obscene Material	A,B,C	Yes	No
Possession of Prescription or Non-Prescription Medication/CBD Oils	A,B,C	Yes	No
Trespassing on School Grounds	A,B,C	Yes	No
Falsify/Forgery of Records	A,B,C	Yes	No
Disruption of Class or School Environment	B,C	Yes	No
Non-Compliance with Staff Request	B,C	Yes	No
Profanity/Abusive Language to Staff	B,C	Yes	No
Theft of Property (Under \$1,000)	B,C	Yes	No
Bus Misconduct	B,C	Yes	No
Possession or Use of Tobacco Products (including electronic cigarettes/vaping devices and products/nicotine devices and products)	B,C	Yes	No
Leaving School Grounds without permission	B,C	Yes	No
Inappropriate Use of Electronic Device	B,C	Yes	No
Tamper-Fire Alarm	B,C,D	Yes	No
Possession or Use of Fireworks, Lighters, and other flammable items	B,C,D	Yes	No
Vandalism/Damage of Property	B,C,D	Yes	No

Behaviors	Intervention Response	Suspension Out of School (under 10 days)	Extended Suspension Out of School (over 10 days)
Level 3 Behaviors (continued)			
Threat Class 1	B,C,D	Yes	No
Fighting	C,D,E	Yes	Yes
Bullying	C,D,E	Yes	Yes
Cyberbullying	C,D,E	Yes	Yes
Harassment	C,D,E	Yes	Yes
Sexual Harassment	C,D,E	Yes	Yes
Possession of Drug Paraphernalia	C,D,E	Yes	Yes
Possession, Use or Distribution of Vape Devices or Products (Non-THC)	C,D,E	Yes	Yes
Level 4 Behaviors			
Repeated violations of a pattern of Level 3 Behaviors, with evidence of implemented intervention (See mandatory interventions)	D,E	Yes	Yes
Theft of Property (over \$1,000)	D,E	Yes	Yes
Breaking/Entering	D,E	Yes	Yes
Gang Activity	D,E	Yes	Yes
Threat Class 2	D,E	Yes	Yes
Under the Influence	D,E	Yes	Yes
Possession, Use or Distribution of Alcohol	D,E	Yes	Yes
Sexual Misconduct	D,E	Yes	Yes
Level 5 Behaviors			
Repeated violations of a pattern of Level 4 Behaviors, with evidence of implemented intervention (See mandatory interventions)	D,E	Yes	Yes
Assault of Staff	D,E	Yes	Yes
Assault of Student	D,E	Yes	Yes
Aggravated Assault of Student	D,E	Yes	Yes
Sexual Battery (Assault)	D,E	Yes	Yes
Possession of Weapon other than Firearm (A lesser disciplinary response may be used following school-based investigation)	E	Yes	Yes
Bomb Threat	E	Yes	Yes
Felony Behavior	E	Yes	Yes
Possession, Use or Distribution of Illegal Drugs/ANY substance containing THC	E	No	(ZT) Yes*
Aggravated Assault and Battery of Teachers or Staff	E	No	(ZT) Yes *
Possession of Explosive or Incendiary Device	E	No	(ZT) Yes*
Possession of Handgun, Rifle or Shotgun	E	No	(ZT) Yes*
Threat of Mass Violence on School Property or at a School-Related Event or Function	E	No	(ZT) Yes*

Intervention Response Guidelines

When choosing a higher-level response within the range of possible responses, an administrator should consider the student's age, health, disability, decision-making ability, prior discipline history, willingness to repair the harm, seriousness of the act, potential to cause harm or the harm caused, the extent of actual disruption to the learning environment, and whether the act was intentional.

Intervention Response A

- Student tells his/her side of the story and the parent/legal guardian is notified.
- Teacher or designated staff has a restorative conversation with the student.
- Teacher or designated staff determines whether to involve additional school support staff.
- One or more classroom management strategies or intervention supports are initiated. Student's individual needs and abilities should be considered when choosing interventions.

Intervention Response B

- Student tells his/her side of the story and has the opportunity to write a statement.
- Administrator communicates with parent/legal guardian and determines whether to involve additional school staff.
- Documentation of prior interventions is reviewed with the parent/legal guardian.
- One or more additional interventions are initiated or revised as appropriate. New interventions should be considered if previous interventions have been unsuccessful.
- If necessary, administrators may assign an alternate learning location within the school for up to two (2) days.
- If response has been escalated as a result of a repeated pattern of Level 1 Behaviors, administrators could refer a student to the Whole Child Support Team as an intervention in Response B.

Intervention Response C

- Student tells his/her side of the story and has the opportunity to write a statement.
- Administrator communicates with parent/legal guardian and determines whether to involve additional school staff.
- Documentation of prior interventions is reviewed with the parent/legal guardian.
- One or more additional interventions are initiated or revised as appropriate. New interventions should be considered if previous interventions have been unsuccessful.
- If necessary, administrators may assign an alternate learning location within the school for up to three (3) days OR one (1) to four (4) days of out of school suspension.
- A restorative conference should be considered upon re-entry depending on the nature and level of harm caused by the behavior.
- If response has been escalated as a result of a repeated pattern of Level 2 Behaviors, administrators could refer a student to the Whole Child Support Team as an intervention in Response C.

Intervention Response D

- Student tells his/her side of the story and has the opportunity to write a statement.
- Administrator communicates with parent/legal guardian and determines whether to involve additional school staff.
- Documentation of prior interventions is reviewed with the parent/legal guardian.
- One or more additional interventions are initiated or revised as appropriate. New interventions should be considered if previous interventions have been unsuccessful.

- If necessary, administrators may assign five (5) to ten (10) days of out of school suspension.
- A restorative conference is required upon re-entry to school.
- Any out of school suspension over four (4) days requires a disciplinary hearing.

Intervention Response E

- Student tells his/her side of the story and has the opportunity to write a statement.
- Administrator communicates with parent/legal guardian and determines whether to involve additional school staff.
- Documentation of prior interventions is reviewed with the parent/legal guardian.
- One or more additional interventions are initiated or revised as appropriate. New interventions should be considered if previous interventions have been unsuccessful.
- If necessary, administrators may assign eleven (11) to forty-five (45) days of out of school suspension.
- A restorative conference is required upon re-entry to school.
- Any out of school suspension over four (4) days requires a disciplinary hearing.

NOTE:

- All interventions are to be documented.
- All out of school suspensions over five (5) days must be referred to School Support Teams prior to a disciplinary hearing.
- Students with patterns of suspension could be referred to the School Support Teams as well.

ADDITIONAL GUIDELINES

1. A student shall not be suspended solely because charges are pending against him/her in juvenile or other court;
2. A principal shall not impose successive short term suspensions that cumulatively exceed ten (10) days for the same offense;
3. A teacher or other school official shall not reduce or authorize the reduction of a student's grade solely on the basis of discipline problems except in deportment or citizenship;^{4,5}
4. A student shall not be denied the passing of a course or grade promotion solely on the basis of absences except as provided by Board policy;
5. A student shall not be denied the passing of a course or grade promotion solely on the basis of failure to:
 - a. pay any activity fee;
 - b. pay a library or other school fine;
 - c. make restitution for lost or damaged school property
6. Any student who is expelled may request modification pursuant to J-191 from the Director of Schools.⁴
7. If a student is determined, via a fair and thorough investigation made by the principal or the principal's appointed representative, to have acted in self-defense under a reasonable belief that the student, or another to whom the student was coming to the defense of, may have been facing the threat of imminent danger of death or serious bodily injury, which the student honestly believed to be real at that time, then, at the principal's recommendation, the student may not face any disciplinary action.⁴
8. A student who commits an assault, as defined in T.C.A. § 39-13-101, against an employee of Knox County Schools in the school where the student is enrolled, shall, in addition to the discipline assigned herein, be suspended from attendance at all school-sponsored events for no less than one (1) calendar year, unless modified by the Director of Schools.⁴

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OUTSIDE CONDUCT

Knox County Schools has the ability to reassign or place a student at a particular KCS school, if the student has engaged in off campus criminal behavior that results in a student being legally charged with an offense that would be classified as a felony if the student was charged as an adult or if adjudicated delinquent for an offense that would be classified as a felony if the student was an adult, or if the student was convicted of a felony, **and** the student’s continued presence in school poses a danger to persons or property or disrupts the education process. Such an action is not discipline.⁴

Legal References:

1. T.C.A. § 49-10-1303 through § 49-10-1305.
2. T.C.A. § 49-6-4107.
3. T.C.A. § 49-6-4106.
4. T.C.A. § 49-6-3401.
5. T.C.A. § 49-6-3402.

KCS Behavior Definitions Table is attached and included in this policy.

Approved as to Legal Form
By Knox County Law Director 1/21/2025
/Gary T. Dupler/Deputy Law Director

KNOX COUNTY SCHOOLS BEHAVIOR DEFINITIONS		
Code	Behavior	Definition
35	Aggravated Assault and Battery of Teacher or Staff	Intentionally or knowingly causing serious bodily injury or the use of weapon to any KCS employee and/or SRO.
36	Aggravated Assault of Student	Intentionally, knowingly, or recklessly committing an unprovoked physical attack on another student that causes injuries requiring medical attention beyond general first aid. Could also include two or more students intentionally causing or attempting to cause physical injury to another. Also includes the use of any weapon.
32	Assault of Staff	An intentional or reckless act that causes or has the potential to cause physical harm to a teacher or school staff on school grounds or at a school-sponsored activity.
33	Assault of Student	Intentionally, knowingly, or recklessly committing an unprovoked physical attack on another student. Minor physical contact, such as pushing or shoving, does not constitute assault. A child may not receive the same disciplinary consequence for their involvement in an altercation, if the school administrator determines that they acted in self-defense to protect themselves from physical harm. (TCA 49-6-3401) Response E may only be used if the attack was premeditated and if the student committing the act presents an ongoing safety risk to others. When Response E is used, evidence of premeditation and safety risk must be listed in the discipline referral.
27	Bomb Threat	Intentionally making a false report of potential harm from a bomb, dynamite, explosive or arson-causing device.
74	Breaking/Entering	Breaking in or onto any district property that includes any unauthorized entry into school property with or without destruction to the property. Includes breaking into student or staff property.
29	Bullying	Bullying is defined as unwanted, aggressive behavior that involves power imbalance. The behavior is repeated over time. The imbalance of power involves the use of physical strength, access to embarrassing information, or popularity to control or harm others. If bullying is repeated over time and persists after documented administrative intervention, expulsion may result.
51	Bus Misconduct	Engaging in conduct or behavior, which interferes with the orderly, safe, and timely transportation of students.

Code	Behavior	Definition
72	Cheating	Copying from another's test paper; using material during a test which is not authorized by the person giving the test; collaborating with another student during the test without authorization; knowingly using, buying, selling, stealing, transporting, or soliciting, in whole or part, the contents of an unadministered test; substituting for another student or permitting another student to substitute for one's self to take a test; bribing another person to obtain a test that is to be administered; or securing copies of the test or answers to the test in advance of the test. Cheating includes: Plagiarizing (appropriating another's work and using it as one's own for credit without the required citation and attribution, e.g., copying written work from the Internet, or any other source). Student may still be assigned classroom disciplinary action in addition to typical behavior intervention.
59	Class Cut	Failing to attend a scheduled class or activity without authorization.
97	Cyberbullying	Cyberbullying is bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets, as well as communication tools including social media sites, text messages, chat, and websites. Examples may include mean text messages or emails, rumor sent by email or posted on social network sites, and embarrassing pictures, videos, websites, or fake profiles.
60	Disruption of Class or School Environment	Intentionally disrupting the school environment to the extent the learning of other students or the normal functioning of the school is impaired. The discipline referral should include evidence demonstrating learning or the normal functioning of the school was significantly impaired.
68	Dress Code Violation	Wearing clothing that does not comply with the school's standard school attire policy or requirements for appropriate dress.
80	Failure to Serve Detention	Failure to follow through with an agreed upon detention.
71	Falsify/Forgery of Records	Falsifying or altering school records, including, but not limited to, written, electronic or digital school records. Writing and using the signature or initials of another person for an unauthorized purpose.
87	Felony Behavior	Off campus criminal behavior that results in the student being legally charged with an offense that would be classified as a felony if the student was charged as an adult or if adjudicated delinquent for an offense that would be classified as a felony if the student was an adult, or if the student was convicted of a felony, and the student's continued presence in school poses a danger to persons or property or disrupts the educational process. - See more at: http://codes.findlaw.com/tn/title-49-education/tn-code-sect-49-6-3401.html#sthash.PRRGW8uY.dpuf
30	Fighting	Mutual participation in an incident involving physical violence.

Code	Behavior	Definition
41	Gambling	Gambling is the wagering of something of value on an event with an uncertain outcome with the intent of winning something of value. Gambling thus requires three elements to be present: consideration, risk, and a prize.
86	Gang Activity	Possessing or displaying symbols or paraphernalia of a gang or of a violent and disruptive group. Participating in the recruitment or initiation of students into a gang or a violent and disruptive group.
65	Harassment	Harassment is any unwelcome conduct that is severe, pervasive or persistent and creates a hostile environment that interferes with or limits a student's ability to participate in or benefit from services, activities, or opportunities offered by a school. Harassment meets one or more of the following criteria: is an act directed at one or more students that is received as harmful or embarrassing; is directed at one or more students; substantially interferes with educational opportunities, benefits, or programs of one or more students; substantially affects the ability of a student to participate in or benefit from the school district's educational programs or activities by placing the student in reasonable fear of physical harm or by causing emotional distress; is based on a student's actual or perceived distinguishing characteristic, or is based on an association with another person who has or is perceived to have any distinguishing characteristics; is repeated over time – is severe, persistent, and pervasive; causes mental duress, or psychological trauma to the victim.
83	Improper Use of Electronic Device	Improper use of cell phone, Internet, or other electronic devices – Using personal technology, electronic devices, or the internet, except when used for educational purposes with the permission of the classroom teacher or school administrator, or in violation of school rules.
93	Inappropriate Physical Contact/Horseplay	Engaging in minor physical contact with another student, such as pushing, bumping or horseplay.
85	Leaving School Grounds without Permission	Leaving school grounds without the permission of school officials.
61	Non-Compliance with Staff Request	Refusing to follow staff directives or comply with assigned disciplinary responses.
77	Obscene Material	Any material found that depraves or disrupts the educational process of the school. (on paper or electronically).
96	Possession of Drug Paraphernalia	Possessing any material used to produce or consume illegal drugs. Drug paraphernalia includes, but is not limited to bongos, roach clips, miniature spoons and pipes used to consume illegal drugs.

Code	Behavior	Definition
20	Possession of Explosive or Incendiary Device	Possession of any destructive device, which includes any explosive, incendiary device, or poison gas, including bombs, grenades, rockets, missiles, mines, and similar devices. Fireworks are not considered an explosive.
18	Possession of Handgun, Rifle or Shotgun	Possession of a firearm or bringing a firearm to school. This includes, but is not limited to, handguns, rifles and shotguns. As required by state and federal law, any student who brings a weapon to school will be referred to law enforcement.
21	Possession of Non-Lethal Firearm	Possessing a non-lethal firearm, weapon replica, BB gun, airgun, air soft gun, pellet gun, cap gun, or toy gun. Response E may only be utilized if possession of the non-lethal firearm or replica causes actual risk of harm to students. The specific nature of the risk must be documented in the discipline referral.
16	Possession of Prescription or Non-Prescription Medication, including CBD oils NOT containing THC	Possession of prescription or non-prescription medication which has not been registered with school. Includes medications that can be purchased over the counter. Includes possession of prescription medication that is registered to the student.
22	Possession of Weapon other than Firearm	<p>Possessing, transmitting, or using a weapon, including:</p> <ul style="list-style-type: none"> -A knife, razor blade, box cutter, or other similar instrument utilizing a razor blade -Ammunition, chains, nun-chucks, brass knuckles, or Billy clubs -An electric weapon or device, such as a Taser -Capsicum (Pepper spray) -Weapons similar to those listed above capable of causing serious bodily injury -Any weapons found on school grounds or at school functions will be confiscated and turned over to the appropriate authorities.
70	Possession or Use of Fireworks	Possessing or use of fireworks (firecrackers, bottle rockets, smoke bombs or other similar devices)
50	Possession or Use of Tobacco Products (including Electronic Cigarettes/vaping devices and products/nicotine devices and products)	Possessing or using any tobacco products, including but not limited to, cigarettes, cigars, vapor or e-cigarettes, any products designed for vaping, any nicotine products or chewing tobacco.
17	Possession, Use or Distribution of Illegal or Prescription Drugs, including CBD oils or substances containing THC	Unlawful possession, use, or distribution of drugs, including any controlled substance, controlled substance analog, or legend drug (prescription drug). Prohibited drugs include, but are not limited to, ketamine, bath salts, and salvia. Distribution of drugs is defined as the intentional exchange of any prohibited drug with or without monetary exchange. A referral to the school social worker will be made for any student found in violation of this code.

Code	Behavior	Definition
23	Possession, Use, or Distribution of Alcohol	Possessing, using, or being under the influence of alcoholic beverages or substances that have the potential to intoxicate. A referral to the school social worker will be made for any student found in violation of this code.
64	Profanity/Abusive Language	Using profane, inappropriate, or indecent language, such as cursing on school grounds or at school-sponsored activities.
63	Profanity/Abusive Language to Staff	Directing profane or indecent language toward a teacher, staff member or administrator.
82	Public Display of Affection	PDA includes, but is not limited to, physical or verbal conduct or communication of a sexual nature and sexual behavior between parties on school grounds or school-sponsored events.
	Repeated Violations of a pattern of Level 1 Behaviors, with evidence of implemented intervention (See mandatory interventions)	A repeated pattern of Type 1 behavior that continues after documentation of prior interventions. Two or more incidents of a Type 1 behavior may constitute a pattern. The discipline referral must include documentation of interventions implemented.
	Repeated Violations of a pattern of Level 2 Behaviors, with evidence of implemented intervention	A repeated pattern of Type 2 behaviors that continues after documentation of prior interventions. Two or more incidents of a Type 2 behavior may constitute a pattern. The discipline referral must include documentation of interventions implemented
	Repeated Violations of a pattern of Level 3 Behaviors, with evidence of implemented intervention	A repeated pattern of Type 3 behaviors that continues after documentation of prior interventions. Two or more incidents of a Type 3 behavior may constitute a pattern. The discipline referral must include documentation of interventions implemented.
	Repeated Violations of a pattern of Level 4 Behaviors, with evidence of implemented intervention	A repeated pattern of Type 4 behaviors that continues after documentation of prior interventions. Two or more incidents of a Type 4 behavior may constitute a pattern. The discipline referral must include documentation of interventions implemented.
34	Sexual Battery (Assault)	Unwanted sexual contact 1) with the use of force or coercion 2) against a person's will or 3) when the victim is unable to give consent.
31	Sexual Harassment	Engaging in unwelcome sexual advances, requests for sexual favors, or other physical or verbal conduct or communication of a sexual nature. Sexual harassment includes gender-based harassment that creates an intimidating, hostile or offensive educational or work environment.
94	Sexual Misconduct	Sexual Misconduct is a consensual sexual act on school grounds or at school related activities.
73	Tamper-Fire Alarm	The deployment of the school fire alarm system in the absence of an emergency.

Code	Behavior	Definition
55	Tardy to Class	Arriving late to class.
54	Tardy to School	Arriving late to school.
89	Theft of Property (Over \$1000)	Taking the property of another individual or of the school without permission, with the intent of depriving the owner of the property. The value of the property is over \$1000.
88	Theft of Property (Under \$1000)	Taking the property of another individual or of the school without permission, with the intent of depriving the owner of the property. The value of the property taken is under \$1000.
91	Threat: Class 1	A verbal, written, electronic, or gestured threat to cause harm to students or school staff. The threat must be one that would cause a person to reasonably fear bodily injury.
92	Threat: Class 2	A verbal, written, or electronic threat to cause harm to students or staff in which evidence exists that a student has a specific, credible plan to cause harm to staff or students. The threat must be one that would cause a person to reasonably fear bodily injury.
67	Trespassing on School Grounds	Entering or remaining on school property without authorization or when suspended.
57	Unauthorized Area	Being present in areas of the school without authorization.
15	Under the Influence	A student is under the influence when they have participated in taking a substance known to prohibit one's performance or behavior, prior to being either on campus or any school function or activity.
26	Vandalism/Damage of Property	Willfully destroying or defacing school or personal property.
66	Vehicle Violation	Operating any motorized or self-propelled vehicle on school grounds in a manner that is a threat to health and/or safety, or a disruption to the educational process. Failure to display required school parking pass or parking in an unauthorized area.