



L&N STEM ACADEMY STUDENT HANDBOOK

SCHOOL YEAR
2026-27

Administration

Mr. Jimm Allen: Executive Principal
Dr. Shannon Siebe: 9th/10th Grade Principal
Mr. Steve York: 11th/12th Grade Principal

TABLE OF CONTENTS

(Content titles are hyperlinked to information within the document)

<u>School Vision</u>	3
<u>General L&N STEM Block Schedule Information</u>	3
<u>School Counseling</u>	4
<u>Library Information</u>	5
<u>STUDENT EXPECTATIONS</u>	5
<u>Student Procedures</u>	5
<u>Lunch Information</u>	6
<u>Campus Boundaries/Campus Area Restrictions</u>	7
<u>Stairwell Patterns</u>	7
<u>Attendance Policies</u>	8
<u>STUDENT PROFESSIONALISM</u>	8
<u>Dress Code/Professional Presentations</u>	9
<u>Checking School Email/Mission Briefings</u>	10
<u>Field Trip/Off-Campus Activity Expectations</u>	10
<u>Wireless Communication Device Policy</u>	11
<u>Bus Conduct/Expectations</u>	12
<u>Student Parking & Traffic Information</u>	12
<u>STEM Habits/Academic Honesty</u>	13
<u>Student Schedules/Digital Labs</u>	13
<u>Extended Campus</u>	14
<u>Transfers and Transfer Revocations</u>	15
<u>Disciplinary Terms, Definitions, and Policies</u>	16

SCHOOL VISION

The L&N STEM Academy stands at the forefront of STEM education, distinguished by innovative course offerings and opportunities for students to engage in national and international collaborations. As a platform school, we are committed to building local and global partnerships that strengthen and expand research-based practices. Our faculty provides inquiry-driven instruction within small learning communities, challenging students to tackle real-world problems with creativity and purpose. Through a design thinking approach, students cultivate critical thinking skills and develop into empathetic, innovative, and collaborative citizens. By taking ownership of their learning, our students are well-prepared for success in postsecondary education and beyond. L&N STEM Academy graduates are recognized for their professionalism, commitment to service, and unwavering integrity.

General L&N STEM Block Schedule Information

The L&N STEM Academy operates on an “alternating block” schedule. Most courses will meet either on Tuesdays & Thursdays (L Days) or on Wednesdays and Fridays (N Days). Some courses will meet 3 days/week. For these courses, students will meet on Monday in addition to “L Days” or “N Days”.

Digital Labs: On “Mastery Mondays”, students may have one or more blocks where they are not in a credit-bearing course. In this instance, we place them in a Digital Lab. Attendance in Digital Lab blocks is mandatory, just as it is in a credit-bearing course. Digital Labs are to be used for homework, study time, test preparation, group work, and any other course requirements that students need more time to accomplish. It is meant to be a quiet study time for students to utilize and decrease the time needed to spend on schoolwork at home. Digital Lab placements are not requested, but are automatically assigned to their schedules.

MONDAY DISMISSAL: School will be dismissed at 3:30 PM. At 3:35 PM, all students will be instructed to wait in the Commons until their bus/parent arrives. Parents should always pick their child up by the Convention Center, M-F. Students will be allowed to leave the Commons when their parent arrives. No student will be allowed to wait on the plaza between 3:35-4:30. Students will be able to have their phones from 3:30-4:30 to allow for parent communication regarding pick up. Bus riders will be required to stay in the Commons until 4:30 PM.

Our bell schedules will be communicated to families via ParentSquare at the beginning of each school year.

SCHOOL COUNSELING

The mission of the School Counseling department at the L&N STEM Academy is to ensure that all students realize and integrate their academic, college/career, and personal/social potential to develop and achieve an individualized vision of success. School Counselors will work with all students in a variety of ways to ensure students are being supported to achieve their own unique future goals based on their interests and skills. Through prevention, intervention, and encouraging self-advocacy, we strive to prepare each student with the skills they will require to meet the challenges of tomorrow.

Professional school counselors are certified/licensed professionals with a master's degree or higher in school counseling and are uniquely qualified to address the developmental needs of all students. Professional school counselors deliver a comprehensive school counseling program, designing programs and services that support all students' academic, college/career, and personal/social development.

Your School Counselor will meet with you annually. Over their four years at the L&N STEM Academy, students must meet the graduation requirements established by the State of Tennessee and Knox County Schools, as well as the additional expectations specific to the L&N STEM Academy, which may exceed those of other agencies. This includes completing the student's L&N Pathway course requirements by the end of the senior year. Any change in pathway requires a detailed completion plan developed with the student's counselor.

Students can make an appointment to speak with their counselor via our Counseling Department Canvas page. They may also email their counselor to schedule an appointment. The counselor grade level assignments are as follows:

Grades 9-10: Mrs. Kelly Nash (kelly.nash@knoxschools.org)

Grades 11-12: Mrs. Lori Morrell (lori.morrell@knoxschools.org)

L&N STEM LIBRARY MEDIA CENTER

The School Library Media Specialist (LMS) will create a dynamic learning environment that bridges the gap between access and opportunity for all learners. By providing access and instruction to books, eBooks, audiobooks, and the Knox County Schools' research databases, the L&N School Library Media Center and librarian serve all students and faculty.

Students may check out books during normal school hours. The library does not charge late fees.

The school library is generally open between 9 a.m. and 4:30 p.m.; however may be closed when classes meet in the library, there is a guest speaker, or a special event.

STUDENT EXPECTATIONS

STUDENT PROCEDURES

If a student wants to leave school early

When leaving early is necessary, parents must make a written request for early dismissal.

1. **With a Note-** Students who need to be dismissed from school early must bring a note signed by a parent. The note should include telephone numbers for parent verification by the office. Notes for early dismissal should be brought to the Front Office the morning of the dismissal.

2. **Without a Note-** A parent/guardian must come into the office to check out any student who does not bring a note to the Front Office ahead of time. In case of emergencies, other adults sent by a parent to check a student out of school must be included in the student's emergency information in Aspen. If they are not listed as authorized in Aspen, we will be unable to release the student. This information can be updated with an information verification sheet, which is available in the Front Office.

Student release by phone or fax is NOT an option!

3. Students who are 18 years of age may be permitted to sign themselves out; however, a parent/guardian contact will be contacted. Since 18-year-old check-outs are an L&N STEM privilege, not a system requirement, abuse or misuse of this opportunity may result in loss of individual privileges at administrative discretion.

4. Students who check out during the school day may not return to school that day without an official doctor/court note or parent/guardian sign-in.

5. Parents of Juniors and Seniors have the option to complete a “Student Digital Lab/Blended Learning Consent Form” to grant permission for their student to check himself/herself out or arrive late to school if they have Digital Labs. Students must be passing all classes to be eligible. These forms can be obtained in the Front Office.

6. **Students arriving on campus (walking, driving, bus) before school may not leave campus without permission. Doing so will result in disciplinary action.**

7. Students may not be dropped off at the Front Office before 9:30 AM. ALL students must be dropped off on the plaza side of the building before that time.

If a student is late to school

A student arriving after 9:30 AM should report directly to the front office to sign in on a computer and receive an Admit Slip.

Note: Students on campus, but not in class or the office, are considered cutting class. Doing so will result in disciplinary action. This includes Genius Hours and Digital Labs. In order to ensure campus safety, students must be in their designated area at all times during the school day.

If you miss classwork due to an absence

It is up to the student to ask for make-up work immediately upon returning to school. Per KCS Board Policy J-120, Failure to request make-up work within three (3) days of returning to school may result in the loss of the opportunity for credit for the missed work. Teachers shall set a reasonable time for the completion of the makeup work. Any work not completed within the timeframe designated by the teacher will be recorded as zeros.

STUDENT DELIVERIES and OUTSIDE FOOD

No deliveries for students will be accepted during school hours. Parents and guardians may drop off items in the front office, where students can pick them up during the day if needed. Outside food deliveries (such as DoorDash or Uber Eats) are not permitted during school hours. Students are welcome to bring lunch from home if they choose not to purchase a meal from the cafeteria.

CAFETERIA ACCOUNTS and MEAL PAYMENT

Breakfast and lunch in the school cafeteria may be purchased with cash or through a student meal account. A student meal account can be set up through [LINQ Connect](#). Parents can add money to this account throughout the school year. Parents will be notified when their child’s lunch account has no

funds available. Please be certain that money is available in your student's account to avoid your account having a negative balance. All cafeteria balances must be paid in full before students can receive their high school diploma or transcripts to be sent to postsecondary institutions. You may apply for free & reduced lunch [HERE](#). Paper forms are also available in the Front Office.

CAMPUS BOUNDARIES

Once students arrive on campus, whether by bus, car, or by walking, they may not leave campus until they leave for the day. This, of course, excludes leaving campus for a school-related event (i.e., field trip, Genius hour). The War Memorial is our campus boundary. Students should never be inside or beyond the War Memorial unless they are accompanied by a staff member. The World's Fair Park playground is OFF CAMPUS. If students are found to be off campus without permission from a staff member, they will be subject to disciplinary consequences. If students are dropped off on campus, they MAY NOT leave and return to campus prior to the start of the school day. If parents are OK with their child being off campus prior to the start of school, they must be dropped off in an area that is off campus grounds. Students may then walk onto campus to report for the school day.

ON CAMPUS AREA RESTRICTIONS:

- 1) The area behind the Depot building is off-limits to students.
- 2) Around the corner (balcony) on the Veranda is off limits to students.
- 3) Stairwells: No students should be in the stairwells unless making their way down the stairs. This is not a place to hang out.

Students may not hang out/eat lunch in these areas at any time.

STAIRWELL PATTERNS

The Hogwarts Stairs: UP ONLY

Second Floor Station: You must leave the 2nd floor via the stairwells at the end of each hallway. NO NOT attempt to go down the Hogwarts Stairs during class or lunch change.

Stairs from Plaza: Going up? RIGHT SIDE ONLY (from plaza) Going down? RIGHT SIDE ONLY (from Veranda)

ATTENDANCE POLICIES

Attendance is a key factor in student achievement; therefore, students are expected to be present each day that school is in session. Parents have both a legal obligation and a moral responsibility to see that children are present every day that school is in session. For these reasons, the Knox County Board of Education has adopted [this policy](#) on student absences. Acceptable (excusable) conditions for students being absent from school include:

1. Personal illness;
2. Illness in the family temporarily requiring help from the child;
3. Death in the family;
4. Recognized religious holidays regularly observed by persons of the student's faith;
5. Verifiable family emergency
6. For students with a parent or guardian who is deployed as a member of the US Armed Forces, the following excused absences shall apply provided the student furnishes appropriate documentation of the service member's deployment: An excused absence for one day when the member is deployed, an excused absence when the service member returns from deployment, and excused absences for 10 days for visitation when the member is granted rest and relaxation leave and is stationed out of the country.

To be counted present on any accounting attendance records, students shall attend school for a time period of three (3) hours and fifteen (15) minutes per school day. Students participating in school-sponsored activities, whether on or off-campus, shall not be counted absent. To qualify as "school-sponsored," the activity must be school-planned, school-directed, and teacher-supervised.

Reference KCS Board Policy [J-120 - Attendance](#). *Please review this policy in its entirety.*

STUDENT PROFESSIONALISM

Our school's push toward a deeper development of 21st century skills for both higher education and the job fields beyond the L&N leads us to specifically articulate our expectations in how we better demonstrate professionalism in our work.

At the L&N STEM Academy, you will experience higher expectations and rigor than you've experienced throughout your academic career to date, both in and out of the classroom. You will also experience a higher expectation of professionalism for students as they grow into graduates of our school. Students, again, will be expected to follow Knox County Schools guidelines for dress code and teacher specific expectation for use of personal devices and phones. Our teachers will continue

to have the autonomy in their classroom to create that expectation and environment for their room. They'll make sure to communicate that to you!

To a further extent, students will be expected to carry themselves professionally throughout the school, in their walk and their talk. Administration and teachers will hold students accountable to the standard and use it as a learning opportunity for students, in preparation for life beyond the L&N. There may be things that you may have found acceptable at a previous school that are not considered professional or appropriate at the L&N STEM Academy.

DRESS CODE

At The L&N STEM Academy, we believe that how we show up—both in attitude and appearance—sets the tone for our success. Dressing in a way that is neat, respectful, and ready for learning helps create a positive environment where everyone can focus and feel comfortable. Our dress code is not about taking away personal style—it's about helping each of us practice professionalism and create a learning environment that matches the expectations placed on our students. Just like in college or the workplace, presenting ourselves well is a skill that will serve us long after graduation.

All students are expected to adhere to the [Knox County Dress Code Policy](#) (J-260). Here are some common violations that will need to be addressed if a student, whether male or female, is found in violation:

- 1) No midriffs should be visible
- 2) Skirts, dresses, and shorts must be at least mid-thigh length. Parents will be asked to bring alternative clothing if a student is in violation.
- 3) Shirts, blouses, and dresses must completely cover the abdomen, back, and shoulders. Shirts or tops must cover the waistband of pants, shorts, or skirts with no midriff visible. Low-cut blouses, shirts, or tube tops, or any top that exposes cleavage, are prohibited.
- 4) Any article of clothing that is deemed by school administration to be “costumey” (i.e., pirate hats, animal tails attached to clothing, face paint, clowncore aesthetic makeup)
- 5) No “Heelys” styled shoes (shoes with roller wheels) are permitted to be worn on campus.

The one thing that is prohibited in the KCS Policy J-260 that L&N STEM typically allows is baseball hats. That said, hats or any other article of clothing may not be costumey and must not display (1) racial or ethnic slurs/symbols, (2) gang affiliations, (3) disruptive, vulgar, or sexually suggestive language or images; nor, should they promote products which students may not legally buy; such as alcohol, tobacco, and illegal drugs.

If a student is found to violate the dress code policy, they'll be asked to fix the issue—this might mean changing into something from home, borrowing clean clothing from the school, or adjusting what they're wearing. If the problem happens more than once, a meeting with an administrator and a parent/guardian may be scheduled.

PROFESSIONAL ATTIRE FOR PRESENTATIONS IN CLASS

Student presentations are an important part of our teaching and learning approach, and as we prepare students for life beyond high school, we focus on both *what* is presented and *how* it is presented. Professional dress is an essential part of delivering a strong, credible presentation. Just as you would for a meeting with an employer, a research presentation in a laboratory, or a pitch for project funding, students are expected to dress professionally for all classroom presentations, as directed by the instructor. Acceptable attire includes either business casual (collared shirt, khaki or dress pants, or non-distressed jeans with non-sneaker shoes) or an L&N STEM Academy shirt paired with khaki or dress pants or non-distressed jeans. Failure to follow these guidelines will result in a reduced grade under the “Professionalism” section of the presentation rubric—without exception.

CHECKING SCHOOL EMAIL AND MISSION BRIEFINGS

Clear and consistent communication is essential in any organization, and in the 21st-century workplace, the ability to stay informed about matters that directly affect you and your responsibilities is a vital skill. At the L&N STEM Academy, it is expected that every student checks their school email at the start of each class. Important information will always be sent to your **student.knoxschools.org** email address—personal email accounts should never be used for school-related communication. Developing the habit of checking your email regularly will prepare you for the expectations of both the workplace and postsecondary education.

Each morning, all students and staff receive a “**Mission Briefing**” via email. These briefings serve as our “daily announcements” and contain important updates, events, and information relevant to every member of our school community. Reading them carefully each day ensures you stay informed and ready for success. The daily bell schedule will be included in the Mission Briefing.

FIELD TRIP/OFF-CAMPUS ACTIVITY EXPECTATIONS

Students who participate in school-sponsored field trips out of the county must turn in a Knox County Medical Release Form. One form will cover all field trips for the entire year.

To participate in or attend any field trips (outside of a required industry field experience trip), class trips, club trips, or college visits organized by the school or school-based organizations,

students **must be passing all classes** and have **fewer than 10 unexcused absences**. Students taking a course on **Edgenuity must be on track** to complete the course by the assigned date. **No exceptions.**

Students on field trips, college visits, or internship opportunities must wear either professional or business casual attire (collared shirt, khaki/dress pants, or non-holed jeans, and non-sneaker shoes) *or* an L&N STEM Academy shirt with khaki/dress pants or non-holed jeans. On college visits, students may substitute an L&N STEM Academy shirt for a shirt from the university that they are visiting. Again, these are **ONLY** in school-sanctioned trips organized by the school. ***Students who do not follow these protocols will not be allowed to leave the school with the group, and this will be at the discretion of the faculty involved in the trip.***

If a student is in need of L&N Merchandise, the school will have shirts for sale beginning in August for \$10, as well as other items for purchase available through PTSA all year.

WIRELESS COMMUNICATION DEVICE POLICY

In April 2025, the Tennessee General Assembly passed a law restricting the use of wireless communication devices—such as cell phones, smartwatches, smart glasses, Bluetooth headphones, and tablets—during instructional time. To align with this law, the Knox County Board of Education adopted [Policy J-240](#), outlining how the law will be implemented in Knox County Schools.

Beginning in the 2025-26 school year, students will be required to store all personal wireless communication devices out of sight throughout the school day. This means students will not be permitted to use personal devices during school hours, unless:

- A teacher has been authorized by the school to allow use for **specific** educational purposes.
- A student needs to use a device to manage a health condition and is authorized to use a device through their IEP or 504 plan.

Students may continue to use their district-issued Chromebook for instructional purposes when applicable. Students are **NOT** permitted to bring their own device (MacBook, etc.) to use during school hours. Personal devices used to listen to music are also **NOT** permitted (i.e., iPods). The only device a student may have access to during the school day is their school-issued Chromebook, which, as stated above, may only be used for instructional purposes.

In the event of an emergency, Mr. Allen will contact families directly using ParentSquare. In these scenarios, such as a soft or hard lockdown or building evacuation, students will be permitted to contact their parent or guardian via their personal cell phone if needed. Please understand that, in the event of an actual emergency, students will be asked to follow proper security procedures in order to keep everyone safe and out of harm's way.

If a student violates this policy, a device may be confiscated by school staff. Administration will contact the parent, who will be required to come pick it up from the school. If a student repeatedly

violates this policy, further disciplinary action may result.

BUS CONDUCT AND EXPECTATIONS

Bus transportation is provided for Knox County students who live outside the Parental Responsibility Zones (PRZ) for each school. A map of these zones, as well as a listing of bus stops and pick-up times, is available in the Guidance Office or the Knox County Transportation Office.

Discipline on our school buses is a priority to ensure the safety of all children. The Knox County School System's bus transportation is considered an extension of the school day. Therefore, just as appropriate behavior is expected in the classroom, it is expected on the bus. Knox County bus rules are posted on each bus; failure to cooperate with the driver may result in the removal of student riding privileges and suspension from the bus.

STUDENT PARKING AND TRAFFIC INFORMATION

L&N STEM Academy strives to provide a safe and secure campus for its students and all vehicles on its property. Because of the limited parking spaces available, campus parking permits will be available to seniors only through a lottery that will occur during the Back to School Bash in August. All student drivers are expected to adhere to specific parking/traffic guidelines and sign a contract agreeing to do so. Violations of these guidelines will be taken very seriously since the safe and efficient operation of the school may be affected. Possible consequences could be, but are not limited to, booting (\$20.00 removal fee), towing, and/or loss of parking privileges.

Parking a vehicle on school grounds entitles the principal or designee to search that vehicle upon reasonable suspicion that school policy or Knox County law has been violated. L&N is not financially responsible for vehicular damage or theft that may occur while the vehicle is on campus. However, campus security can complete an accident report that the student can submit to the automobile insurer. The administration will administer appropriate disciplinary action if vehicle damage results from campus safety or rule violations. ([Policy J-510](#)) **NOTE: Parking is a privilege and may be revoked for disciplinary reasons.**

Due to the potential for major construction on campus, parking passes will be available on a semester basis for the 2025-26 school year. Seniors will pay for the fall semester and will have the opportunity to re-purchase for the spring semester if construction does not begin until Summer 2026.

STEM HABITS

At the L&N STEM Academy, our expectations are that every student do their best to exhibit our 6 STEM Habits. These 6 habits guide everything we do, from academic effort and integrity to classroom behavior and student relationships. It is imperative that every student understands these habits and makes an effort to use them. They will be referenced often during your time at L&N STEM.

- 1) Collaboration
- 2) Critical thinking
- 3) Design
- 4) Inquiry
- 5) Innovation
- 6) Professionalism

ACADEMIC HONESTY POLICY

More information on the L&N STEM Academic Honesty Policy will be shared in the coming weeks.

STUDENT SCHEDULES

Each year, students are scheduled with eight credits based on their interests, previous abilities, and graduation requirements. Students are expected to do their best in every class they are assigned. They are also expected to be on time and to stay current with assignments. At the L&N STEM Academy, all students are enrolled in 8 year-long classes. Students are expected to keep up with the demands of all 8 classes simultaneously throughout the year, unlike a typical 4x4 block high school, where they take 4 classes per semester. Under the best of circumstances, eight classes at one time can be difficult and stressful. At the L&N STEM Academy, we operate at a fairly fast pace, and most classes meet two days per week for the entire year. A traditional high school course would meet 5 days per week for one semester. That said, our schedule is designed such that it requires students to do more work on their own outside of class time.

Digital Labs

Nearly every student at the L&N STEM Academy will see one or more sections of Digital Labs on their schedule. These are zero-credit classes that give students time to do work at school but outside of class.

- 1) Many students will have Digital Labs on their schedule on Mondays. These will meet in the room designated on their schedule.

- 2) Some students will have a Digital Lab on an L or N Day. Students are expected to report on time and check in for attendance.
- 3) Digital Labs are a time to work quietly online. They are not to be used to wander the campus or socialize in the Commons.
- 4) Not attending Digital Labs will result in a disciplinary referral and a disciplinary consequence, just like any other class.
- 5) Juniors and Seniors who have submitted a signed Digital Lab Consent Form may be excused from Digital Labs at the beginning or end of their day.

EXTENDED CAMPUS

Part of the L&N STEM Academy's philosophy is to help students build improved self-accountability through increased freedom and flexibility. At times, students will be required to accompany teachers to properties adjacent to and in the near vicinity of the L&N campus in pursuit of class experiences. The areas included in the L&N STEM Academy's Extended Campus Policy are World's Fair Park, the Veterans' Memorial, the Knoxville Museum of Art, the Downtown YMCA, the Lawson-McGhee Public Library, and the University of Tennessee campus. Students are responsible for making appropriate decisions on when and how to access these areas and obtain proper approval. Often, teachers will take their classes off the L&N STEM Academy's campus to one of these locations. Teachers will inform parents when this will occur via their Canvas websites at least one day before the event. *Please see our Extended Campus Policy for more information.*

POSITIVE SCHOOL CLIMATE

The L&N STEM Academy is committed to providing a positive school climate where students feel connected and safe and where learning is maximized. Positive relationships are critical to creating a positive school climate. School leaders set the tone and expectations for the entire school community, paving the way for all members of that community to take simple yet meaningful steps to improve school climate and culture. School climate is a broad, multifaceted concept that involves many aspects of the student's educational experience. A positive school climate is the product of a school's attention to fostering safety; promoting a supportive academic, disciplinary, and physical environment; and encouraging and maintaining respectful, trusting, and caring relationships throughout the school community. A positive school climate is critically related to school success. For example, it can improve attendance, achievement, retention, and even graduation rates, according to research. School climate has many aspects. Defining a framework for understanding school climate can help educators identify critical areas to focus on to create a safe and supportive climate in their schools.

TRANSFERS AND TRANSFER REVOCATIONS

The L&N STEM Academy is a school of choice, and a student's continued transfer to the L&N STEM Academy is dependent on the student meeting school expectations. In order to maintain their transfer status, students must meet all student expectations as outlined in this Student Handbook. Students who are not showing adequate academic progress, who repeatedly violate rules and regulations, or have excessive absences or tardies will likely be at risk of losing their transfer to the L&N STEM Academy after their 9th or 10th grade years.

When you accept your transfer to the L&N STEM Academy, your transfer continues until you graduate and you do not have to reapply every year. Students granted transfers will be expected to maintain an appropriate academic, disciplinary, and attendance record at the receiving school. If a student does not meet these expectations, the school's administration may request that the transfer be revoked. If a student's transfer is revoked, they will return to their zoned high school. The Director of Student and Family Supports shall review and approve or deny any principal's request to revoke a student transfer.

The vast majority of our students thrive in the open, accepting environment our campus offers. We believe that students are responsible for their own learning and success, and we demonstrate that by providing a learning environment that gives students a preview of a collegiate experience. Some students may struggle in this environment and have difficulties managing the freedoms we provide. In most cases, this struggle is productive and results in significant personal growth.

There are three criteria we look at when considering a possible revocation of transfer:

- 1) Academic Progress - If a student is failing multiple classes, their grade level administrator will reach out to their parent/guardian and schedule a meeting to discuss supports and ways to improve academic standing. The L&N STEM Academy offers multiple levels and methods of support and will create a support plan collaboratively with the parent, student, grade level counselor, and Restorative Interventionist.
- 2) Discipline - Continual disciplinary issues could lead the school administration to recommend a student's transfer be revoked and that the student return to his or her zoned school.
- 3) Appropriate Attendance - For a student to be successful in our school environment, attendance is crucial. Teachers are required by law to take attendance every class period. That includes Digital Labs. When a student has ten or more absences, they are at risk of having their transfer revoked.

DISCIPLINARY TERMS, DEFINITIONS, & POLICIES

[KCS Board Policy J-191](#)

CONFISCATION: Items prohibited on school grounds or that 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.

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

RESTORATIVE LEARNING CENTER (RLC): This is a consequence typically given for the first offense of misbehaviors such as class cut, out of area, dress code violation, etc. Students may be assigned to RLC for 1, 2 or 3 periods or the entire day. During RLC, they will be monitored by the Restorative interventionist. They will be expected to work on schoolwork the entire day.

OUT OF SCHOOL SUSPENSION (OSS): A consequence given for persistent misbehavior of such severe nature as to warrant being prohibited from school attendance. Students who receive OSS are subject to the following rules:

- 1) The student is not allowed on campus at any time during the suspension period.
- 2) 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 longer than **four** consecutive days is considered "long term." A disciplinary hearing will be held before any long-term suspension. Upon return from a long-term suspension, the student and parent must complete a re-entry meeting with their grade level administrator and Restorative Interventionist.

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, a Disciplinary Hearing will be scheduled to discuss the disciplinary violation and determine the consequence. This process will be explained to the student and parent if needed.

SEARCH AND SEIZURE; According to Knox County Board Policy, if any principal, or his/her designee, having reasonable suspicion for a search may search any student, place or thing on school property or in the actual or constructive possession of any student during an organized school activity off campus, including buses, if he/she receives information which would cause a reasonable belief that the search will lead to the discovery of:

1. Evidence of any violation of the law;
2. Evidence of any violation of school rules or regulations or proper standards of student or faculty conduct;
3. Any object or substance which, because of its presence, presents an immediate danger of harm or illness to any person. (Guidelines concerning such searches are outlined in the Knox County Policy Handbook available online)

ZERO TOLERANCE POLICY: To ensure a safe and secure learning environment free of drugs, violence, and dangerous weapons, any student who engages in the following behaviors shall be removed from the base school for not less than one (1) calendar year. The District Disciplinary Hearing Director has the authority to modify this suspension requirement on a case-by-case basis.

Zero-tolerance acts are as follows:

1. Any student who, while on a school bus, on school property, or while attending any school event or activity:
 - (a) Unlawfully possesses a legend drug or any other controlled substance; or
 - (b) Knowingly possesses a firearm as defined in 18 U.S.C. § 9212; or
 - (c) Commits a battery on a teacher, a School Resource Officer (SRO), an officer of the law assigned to patrol a Knox County School property, or another employee of the school system. The Board intends that the Director of Schools exercise his power to modify to ensure that no student shall be out of school for more than two semesters for a zero-tolerance offense. The Director of Schools shall consider each zero-tolerance case for placement in the alternative school program.

HARRASSMENT, INTIMIDATION & BULLYING POLICIES

Knox County Schools prohibits acts of harassment, intimidation, and bullying. Harassment, intimidation, or bullying means any gesture, written on paper or electronically, a verbal, physical, or psychological act that takes place on school property, any school-sponsored function, or on a school bus that:

- Is motivated by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical, or sensory disability; or,
 - By any other distinguishing characteristic; and,
 - A reasonable person should know, under the circumstances, that the act(s) will have the effect of harming an individual or damaging the individual's property, or placing an individual in reasonable fear of harm to his/her person or damage to his/her property; or
 - Has the effect of insulting or demeaning any individual or group in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.
- Acts of harassment, intimidation, or bullying may also be a pupil exercising power and control over another pupil in either isolated incidents (e.g., intimidation, harassment) or patterns of harassing behavior (e.g., bullying). This policy for student

conduct will be suited to the age level of the student. This policy requires all students to adhere to these rules and be aware of such disciplinary measures as appropriately assigned for violation of these rules and guidelines. • Sexual harassment is defined as any unwelcome physical or verbal conduct of a sexual nature, such as touching or grabbing, or sexual comments directed at a person because of his or her sex. (*KC policy JCADA*)

• *WARNING*: The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (commonly called texting, sexting, emailing, etc.), may constitute a CRIME under state and/or federal law. Any person taking, disseminating, transferring, or sharing obscene, pornographic, lewd, or otherwise illegal images or photographs will be reported to law enforcement and/or other appropriate state or federal agencies, which may result in arrest, criminal prosecution, and LIFETIME inclusion on sexual offender registries. Students are expected to treat their fellow students with dignity and respect at all times on school property and during school programs and activities. Students are strongly encouraged to report acts of harassment to teachers or administrators immediately. The school will investigate any report of such behaviors, take prompt and fair action to resolve the situation, and prevent its continued occurrence. Students are prohibited from taking unauthorized photographs or making unauthorized recordings of others at school, school transportation, or school-sponsored events.

KCS Board Policies for reference:

[J 181: Procedural Due Process](#)

[J 190: Code of Behavior and Discipline](#)

[J 191: Misbehaviors and Disciplinary Options](#)

[J 193: Student Suspension](#)

[J 194: Zero Tolerance Offenses](#)

[J 195: Student Disciplinary Hearing Authority](#)

[J 211: Harassment, Intimidation and Bullying or Cyber-Bullying](#)

[J 250: Bus Conduct](#)