

RHS

REPUBLIC

HIGH SCHOOL

A **REPUBLIC** SCHOOL

Student and Family Handbook

2017-2018

Acknowledgements:

This document and the systems and practices contained herein owe greatly to many partners in this work, especially Collegiate Academies, but also Summit Public Schools, Building Excellent Schools, Teach For America, Excel Academy Charter Schools and the Noble Network of Charter Schools.

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A Letter from our Principal

RHS Families,

I am honored to have this chance to introduce myself to you as the new principal at RePublic High School. I will never forget that we have made a commitment to you, the RePublic family, to transform the educational trajectories of each of your scholars. For us that means not merely edging out our neighborhood schools, but blowing them out of the water and demonstrating that our kids are capable of excellence in high school, college, and beyond. I want to reaffirm our commitment as a leadership team to reimagine public education in the South. Yet, we know that we will need to reimagine some structures of RHS from the last two years to make that possible. Below is a short list of a few changes you can expect to see implemented this year:

- New core values: Kindness, Responsibility, Resiliency, and Curiosity
- New fully restorative culture and discipline system based around core values
- New dress code based around student responsibility and choice
- New activity period within school day allowing our scholars to lead and pursue passions
- New support staff including a Director of College Access and Persistence and full-time counselor
- New 10th & 11th grade ACT prep worked into each day
- New varsity sports teams, junior prom, and expanded student activities
- New emphasis on student and faculty research capped off by our 1st annual spring Reimagine Day
- New beautiful classroom and building space opening in January

These are just a few of many reasons to be excited about being a Trailblazer in the years ahead, but let us not forget the many successes we have had over the past few months alone. In 2016 only 48 Black and Latino students took the AP Computer Science exam in the entire state of Tennessee. This May at RHS alone over 100 Black and Latino students took that exam. RHS is breaking down educational and racial barriers and setting an example for our state and region. In the past month we sent 10 scholars to Chicago, 10 scholars to San Francisco, and 14 scholars to the Dominican Republic for a service trip. By breaking down these geographic barriers, our kids are experiencing opportunities that impact the way they see the world and their own communities. It is only going to get better in the years ahead.

Our leadership team has been working hard this summer to prepare for the next three years, and not just the next three months. Our priorities have been simple: listen to you and look at the data from these past two years, make a plan that will set our scholars up for success, and get the right people in the building who can bring this plan to fruition. We are succeeding in all three. We have hired new staff from TX, IN, AL, OK, VA, CT, FL and from right here in TN while retaining 70% of our staff from last year. What's more important is that we have one of the most diverse and experienced leadership teams and teaching staffs in Nashville. Our diversity will make us stronger and will serve to meet the diverse needs of our students.

I want to encourage you to start following our Instagram account: @republichighschool and our Twitter account: @RePublicHS. We will use these accounts much more regularly to praise the extraordinary work our staff and students are doing each day. Additionally, I want you to feel free to reach out to me if you have questions or would just like to sit down and spend a few minutes together and share your ideas. I have met with many parents and students over this past few months, but am excited to spend even a little bit of time with each of you over the next year. Email me at scampbell@republiccharterschools.org to set up a meeting. I am honored and humbled to be a Trailblazer with you. The work we are going to do will be hard, but meaningful. Our kids depend on it, so let's join together and do it.

Sincerely,

Scott M. Campbell
Principal
RePublic High School

2017-2018 Academic Calendar

RePublic Schools Nashville 2017-2018 Calendar

Calendar Legend		
Teacher PD, No Kids	Vacation, No School	School in Session - Dismissal at 2:45
Vacation, No School	Half Day	Half Day

July 2017						
S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2017						
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27	28	29	30	31		

September 2017						
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24	25	26	27	28	29	30

October 2017						
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22	23	24	25	26	27	28
29	30	31				

November 2017						
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26	27	28	29	30		

December 2017						
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31						

January 2018						
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28	29	30	31			

February 2018						
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18	19	20	21	22	23	24
25	26	27	28			

March 2018						
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April 2018						
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22	23	24	25	26	27	28
29	30					

May 2018						
S	M	T	W	T	F	S
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018						
S	M	T	W	T	F	S
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

This year, RePublic schools in Nashville will start on a rolling schedule. Please pay careful attention to the schedule below which outlines who is in session.

Wednesday, August 2

All 9th grade students

Thursday, August 3

All 9th and 10th grade students

Friday, August 4

All 9th, 10th, and 11th grade students

2017-2018 Student & Family Event Calendar

Date	Event	Time
Monday August 14	Q1 Practice ACT	During School
Friday, September 8	Student Council Elections	During school
September 12 & every second Tuesday of month	Parent Advocates of RePublic (PAR) monthly meetings	5:30 PM
September 11-15	Homecoming Spirit Week	During school
Friday, September 15	Homecoming Football Game	7:00 PM
Saturday, September 16	Homecoming Dance	7:00 PM
Saturday, September 30	PAR TrailBlazer Fest	10:00 AM - 2:00 PM
Thursday, October 5	Hispanic Heritage Month Celebration	7:00 PM
Friday, October 20	Quarter 1 Awards Ceremony	During school
Monday October 23	Q2 Practice ACT	During School
Friday, November 3	Fall Athletic Banquet	6:00 PM
Friday, December 1	Winter Dance	TBD
Early December	Mandatory Junior Advising Nights	Week of December 4th
Friday, December 8	Winter Concert	6:00 PM
Week of December 11	Musical Auditions	TBD
Friday, December 15	Advisory Lip Sync Battle	During school
Friday, December 15	Piano Recital	5:30 PM
Late Fall/Early Spring	College Trips	During school
Monday January 8	Q3 Practice ACT	During School
Thursday, January 11	PAR State of the School	6:30 PM
Friday, January 26	Winter Pep Rally	During school
Friday, January 26	Semester 1 Awards Ceremony	6:00 PM
Friday, February 9	Valentine's Dance	7:00 PM
Friday, February 23	Black History Month event	6:00 PM

Monday, March 12	Q4 Practice ACT	During school
Saturday, March 17	PAR Who's Got Game? Staff vs. Students Basketball & Soccer Game	1:00 - 4:00 PM
Friday, March 23	Q3 Awards Ceremony	During school
Wednesday, March 28	Poetry Slam	6:00 PM
Late March	Official ACT for Juniors	During school
Saturday, April 21 or 28	Junior Prom	7:00 PM
April 30-May 4	Spring Spirit Week	During school
May 7 - May 18	Advanced Placement Exams Regular Testing Window	During school
Friday, May 4	Spring Concert	5:30 PM
Friday, May 11	Piano Recital	5:30 PM
Friday, May 18	Winter & Spring Athletic Banquet	6:00 PM
Week of May 21	RePublic Idol	TBD
Thursday, May 24	Last Day Extravaganza & Lip Sync Battle	During school
Wednesday, May 30	Semester 2 Awards Ceremony	6:00 PM
June	Service/Incentive Trips	

2017-2018 Athletics Calendar Overview

This calendar follows Tennessee Secondary School Athletic Association guidelines.

Month/Date	Description	Sport(s)
June-July	Conditioning for fall sports	Football, Girls Soccer, Volleyball, Cross Country
July 24	First Practice Date for fall sports	Football, Girls Soccer, Volleyball, Cross Country
August 14/18	First Contest Date for fall sports	Girls Soccer, Volleyball, Cross Country, Football
August-October	Fall Sports Games (ask front office for specific schedules for each sport)	Football, Girls Soccer, Volleyball, Cross Country
	Winter Sports Conditioning	Basketball, Cheer, Wrestling
October-November	District, Regional, Sectional, & State Tournaments (dates vary for each sport)	Football, Girls Soccer, Volleyball, Cross Country
October 30	First Practice Date for winter sports	Basketball, Cheer, Wrestling
November 3	RHS Fall Athletic Banquet	6:00 PM
November 20	First Contest Date for winter sports	Basketball, Cheer, Wrestling
November-February	Winter Sports Games (ask front office for specific schedules for each sport)	Basketball, Cheer, Wrestling
	Conditioning for spring sports	Boys Soccer, Track & Field, Baseball, Softball
February 12	First Practice Date for spring sports	Boys Soccer, Track & Field, Baseball, Softball
February-March	District, Regional, Sectional, & State Tournaments (dates vary)	Basketball, Cheer, Wrestling
March 12	First Contest Date for spring sports	Boys Soccer, Track & Field, Baseball, Softball
March-May	Spring Sports Games (ask front office for specific schedules for each sport)	Boys Soccer, Track & Field, Baseball, Softball
	Spring Conditioning & Practice	Football, Cheer
May	District, Regional, Sectional, & State Tournaments (dates vary)	Boys Soccer, Track & Field, Baseball, Softball
May 18	RHS Winter & Spring Athletic Banquet	6:00 PM

Visitors to Campus

We welcome parents and community members to our campus to observe classroom teaching and other activities. We are excited to showcase the hard work of our scholars and teachers. To ensure the safety of all of our scholars, the front office staff will require all visitors to give their name and state their purpose for entering the building before being granted access. To provide safe and orderly learning environments, ALL visitors to campus must sign in upon arrival to campus and report to the front office immediately upon entering the school to request authorization and a visitor pass. Visitor passes must be worn at all times. RHS maintains the right to deny visitors in order to assure academic focus.

We request that parents or guardians who would like to visit should attempt to notify a school administrator, teacher or scholar advisor one day in advance. If you are unable to schedule a visit in advance, the school staff reserves the right to deny a visit request due to testing or administrator discretion. Visitors may not enter any shared student space including the cafeteria or gym without express permission from staff. Visitors may not talk to a child or a teacher during class instruction, although they may call the teacher after school to discuss what they observed and they are welcome to drop notes off in the office or ask to speak to a school administrator or a member of the front office staff about their observation.

If a visitor is coming to school to drop something off for a scholar or to leave a message, we still require that the visitor come first to the main office to sign in. All parents who want to deliver items to scholars (e.g., food) must drop items off at the front office for distribution by school staff.

Section I: Vision and Values

RePublic High School's Mission and Vision

RePublic High School extends the mission of reimagining public education in the South by preparing all students to succeed in the postsecondary arena of their choice. Our students demonstrate kindness, responsibility, resiliency, and curiosity in the classroom, in their extracurriculars, and in their interactions with the community at large. RHS students engage with diverse, student-centered learning opportunities that are driven by curiosity and promote college readiness. Our students prepare to solve the problems of tomorrow by completing at least two years of computer science coursework, participating in Advanced Placement courses, developing and leading student organizations, and completing year-long senior lab experiences.

In addition to supporting the academic interests of our students, RHS leverages collaborative problem solving and the principles of restorative justice to support students in their social and emotional growth. We believe that skills like self-awareness, self-management, and responsible decision making are instrumental in preparing our students for the varied challenges of life beyond high school, and help our students to build these skills. Through supporting the academic ambitions and social-emotional development of our students, RHS will develop successful graduates and engaged citizens who will serve as the next generation of leaders in the country.

Section II: Our Families and Community

Family Communication with RePublic High School

We need your support. RePublic High School is a very demanding school, with high expectations for academics and behavior. All of us – parents/guardians/families, teachers, and administrators – are working hard to help our children climb the mountain to college. We are all part of the same team: if you and your child work with us, we can all succeed. There are several ways that we will communicate with you throughout the year:

Phone Calls/Texts: Throughout the year, you will receive phone calls, texts, and/or notes from your child's advisor, teachers, and school administrators. Advisors commit to contacting families regularly through text, email, or phone. If the message requires a response, please contact the school either by phone or in writing within one school day. If you leave a message with a teacher or school administrator, please allow 48 hours on weekdays and two school days on a weekend for them to get back to you.

Progress Reports: RHS will send home progress reports on the first Monday of every month with students. Families and scholars will also have access to grades through a personalized online grade book called SchoolRunner. Individualized SchoolRunner log-in information will be shared with families and scholars within the first month of school. If a family or scholar loses their School Runner access information, they may request it from their advisor or the RHS main office. Additionally, parents/guardians/families are

contacted on a monthly basis to ensure scholar grades and academic progress is transparent throughout each quarter.

Written & Electronic Communication: RHS will communicate regularly with families regarding school events, trips, and important information about the schedule/calendar through written communication and electronic messaging.

1. Upcoming events and important announcements will be sent in a weekly text blast.
2. Families that request email communication will be put on an email list and will receive bi-weekly newsletters.
3. Occasionally, we will send home written communication with scholars that include permission slips, updated calendars, and other important announcements. We ask that you read all notes sent home from school to ensure that you are receiving all updated information.
4. Additionally, you may receive automated calls on a monthly basis with announcements or randomly due to inclement weather.

Social media and the RHS website: On an ongoing basis, when there are events or situations such as inclement weather, staff will update the RHS website, Twitter, Instagram, Facebook with important information. We encourage all of our families to “like” and “share” posts. While we will not always be able to respond to postings or messages as efficiently as returning a phone call, we will try to communicate with families in this manner as often as possible.

Report Card Conferences: At the end of the semester, parents/guardians are required to come to the school to pick up the Report Card and attend Report Card Conferences with their children’s advisors. Report cards will be shared during quarter 1 and quarter 3 through mail or advisory conferences.

Meetings: If the school requests a meeting with you and your child, we need to discuss something important with you. If you would like to schedule a meeting with teachers or administrators, please contact them directly or through the RHS Main Office.

Visits: To arrange a visit to the school, please contact the front office or call your son or daughter’s advisor. Visits can be scheduled to observe classes or meet with staff; visitors may not attend student-only events or eat lunch with students in the cafeteria. All visits are subject to the approval of the principal or administrative-designee.

Student Phone Use: Scholars may use cell phones during arrival, hallway transitions, lunch, and dismissal. Students are not allowed to use cell phones during any class periods. If an administrator or teacher finds a cell phone in use during the class period they retain the right to take the phone up to be returned at the end of the school day. In the case of emergencies or unexpected events, parents should get in touch with the main office.

Parent/Family Concerns: If you have a concern about a school policy, academic grade, discipline decision, or anything else, we welcome the conversation. We understand that, as parents/guardians/families, you have very strong feelings about issues concerning your children and we promise to treat you and your concern with respect.

If you need to get a message to your child’s teacher please leave a message on his or her cell phone or with the RHS Main Office. Our teachers check their messages after school. Teachers will do their best to return all parent calls within two school days; however, for inquiries that require further investigation or data

teachers or administrators may take up to 48 hours to respond. If they do not, please call the school and request to schedule a meeting with the Assistant Principal of Culture to ensure that your issue is addressed. Scholars and families can call advisors and staff members until **7:00 pm**.

Family Involvement Opportunities

RePublic High School asks parents/guardians/families to be partners in the education of their children. The important task of educating a child calls for the school, the scholar, and the family to all work together to ensure success: we simply cannot do this without supporting each other. We encourage families to participate actively in their children's education. We strive to cultivate positive and productive relationships with all of our families.

RePublic High School family-school relationships are maintained through:

- Conferences between scholars, families, and teachers (including at least four report card conferences per year and one back to school orientation per year).
- Community-wide events, celebrations, and performances, including an open invitation to weekly school-wide celebrations.
- Regular advisor-family contact.
- Progress reports.
- Parent Advocates for RePublic ("PAR") our parent involvement group.

RHS is committed to providing families with the best information to help their scholars prepare for college and beyond. As a result, we provide numerous in-house trainings that address issues impacting the school community and our scholars. Please look forward to invitations to such events.

RePublic Schools' Board

RePublic Schools' Board of Directors is the governing body of our organization. The Board sets all policy for the school. Dates of Board Meetings will be posted on the RePublic Schools website at <https://republiccharterschools.org/new-team/> are open to family members and other members of the public.

Section III:

Unique Programs and Services at RePublic High School

Academic Assessments

RePublic High School uses multiple assessments to monitor scholars' progress, inform instruction, and ensure that all students succeed. The faculty works to ensure that assessments are not stressful times for scholars; rather they are presented as opportunities to show off all that scholars have learned. These assessments, which may include diagnostic exams in reading and mathematics, teacher-written course exams and projects, practice exams for the ACT, and state required End of Course Exams, are administered throughout the year. Teachers analyze the results to plan their instruction, identify scholars in need of extra help, and assess the overall effectiveness of the school's curriculum.

Advisory System

All scholars are placed with an advisory during the first week of school. Advisories are created by randomly assigning enrollees to small groups of approximately 20-25 scholars. Scholars remain in one advisory for one academic year. Advisory helps ensure that scholars are academically, socially, and behaviorally prepared for success. Advisory will meet Mondays, Wednesdays, and Fridays.

Advisors at RHS:

- Act as the primary point of contact between families and school
- Distribute materials from the school (usually on Mondays) and inform scholars about school logistics
- Teach RHS core values
- Partner with teachers and administrators to resolve ongoing discipline issues
- Provide academic counseling
- Meet individually with scholars at least once every three weeks
- Build a team of scholar peers that make meaningful connections and help each other feel heard, understood and accepted.

Awards and Traditions

At RePublic, we love to celebrate the success of our scholars. The following is a list of a few of our festivities and traditions.

Academic Awards: At the end of each semester, after report cards are distributed, the weekly celebration that follows in the next week is when academic awards are presented. There are strict criteria for various awards and they are uniform throughout all grades:

- The Order of the TrailBlazer: The most prestigious academic award issued is admittance to the 4.0 club. 4.0 club members earn straight A's for all classes in a given quarter.
- Honor Roll (Cum Laude, Magna Cum Laude, Summa Cum Laude): In order to receive an award for honor roll, a scholar must have A's and B's..
- Perfect Attendance Award: 100% attendance (no absences or tardies) garners you the Perfect Attendance Award.
- Computer Science Achievement Award: Scholars earn this award for exemplifying all core principles of the AP Computer Science curriculum.

- **Core Values Award:** One scholar for each grade level that best lives up to the values of kindness, responsibility, resilience, and curiosity will receive this award.

Homecoming Week: Scholars will participate in culture and spirit building activities during Homecoming week in the fall of each year. The week will involve fun competitions between advisories and grades, dress down days, scholar performances, a homecoming dance, a pep-rally, and the crowning of Homecoming Queen and King.

Junior and Senior Prom: In 11th and 12th grade, scholars will have the opportunity to attend their class prom. With explicit guidance from the RePublic High School administration and advisors, proms will be organized by Student Government and chaperoned by RePublic High School staff, parents, and other community members. Prom King and Queen will be nominated by RHS faculty and staff based on scholars that consistently demonstrate leadership and exemplify RHS core values. Prom King and Queen will be voted on by their peers and crowned at prom.

Senior Ring and Cap Ceremony: In the winter before graduation, seniors have a transition ceremony where they are presented with their mortarboard and tassel for graduation. This setting provides families with the opportunity to present class rings as well. The ceremony showcases scholar talent and is a symbolic rite of passage from high school to college. During this event seniors “become their own advisor” and accept full responsibility for their future success.

Senior Signing Day: Each spring, seniors participate in a signing day where they “reveal” the college that they will be attending to the rest of the school. Scholars announce on stage the school they are signing on to attend college at. This event is the culminating event for “Senior Week.”

Valedictorian/Salutatorian Criteria: Being named valedictorian has come to symbolize one of the highest honors you can achieve academically in high school. The RePublic High School Valedictorian will be identified based on the scholar’s cumulative grade point average during his/her high school academic career. Using the school’s official weighted scale for grades. The RePublic High School Salutatorian will be the student (or students) with the second highest cumulative GPA using the same scale as the valedictorian. A team of staff members appointed by the principal will calculate the highest weighted GPAs for graduating seniors using a strict interpretation of the weighted grading scale as described above.

Medical Protocols, Services, and Procedures

Health and safety are a top priority at RePublic Schools.

The school requests that children do not come to school if they are ill. If school staff believes that a child needs to see a doctor, is contagious, increases the risk of illness to other children, or requires prolonged individual staff attention that interferes with the safety and regular functioning of the classroom, the school will contact families and ask them to pick up and take their child home. Parents will be contacted if a child has a moderate-to-high-fever; is experiencing vomiting or diarrhea; shows signs of any contagious disease; and/or has an illness that prevents the child from participating in activities.

RePublic Schools provides a comprehensive health education curriculum designed to provide students with the knowledge and skills to make responsible, well-informed personal health decisions. The health

education curriculum covers a wide variety of topics, including human sex education and human sexuality issues.

Tennessee law provides that if the most recent, annual data maintained by the department of health indicate that pregnancy rates in any county exceeded nineteen and five tenths (19.5) pregnancies per one thousand (1,000) females fifteen (15) through seventeen (17) years of age, then the county school system shall devise, adopt, and implement a program of family life education. Family life education means an abstinence-centered sex education program that builds a foundation of knowledge and skills relating to character development, human development, decision-making, abstinence, contraception and disease prevention. If applicable in Davidson County at the time, RePublic Schools will provide a program of family life education.

This family life curriculum meets the requirements of state law. Each student's parent or legal guardian shall have the right to examine the grade level instructional materials and confer with the student's instructor regarding any or all portions of family life. A parent or guardian who wishes to excuse a student from any portion of family life shall submit a request, in writing, to the student's instructor. A parent or guardian who wishes to excuse a student from all portions of family life shall submit a request in writing to the student's principal. A student who is excused from any or all portions of family life shall not be penalized for grading purposes if the student satisfactorily performs alternative health lessons.

Before a student can enroll in the school, the school must have on file the following forms:

Medical Requirements Checklist: This form contains records showing that the student has: 1) up-to-date immunizations; and 2) permission to receive screening for vision, hearing, and scoliosis.

Health Information Form: This form provides important information about a student's emergency contacts, health care providers, and insurance. Most importantly, it gives the school permission to initiate emergency medical treatment in the event that a parent or guardian cannot be reached.

Authorization To Dispense Medication Form: If a student requires medication while in school, the school must have on file an Authorization to Dispense Medication form, filled out by the student's physician. No student is allowed to bring medication to the school without the school's full knowledge. All medication must be presented in its original container from the pharmacy. Additionally, all medication must be delivered by a parent – medication should NEVER be sent with the scholar. The Authorization to Dispense Medication Form must be updated annually. Also, if there are any changes to the medication (including to the dosage of the medication) a new form must be completed and submitted, including an updated physician signature. We advise families to request multiple copies of the Authorization to Dispense Medication Form to bring with them to all regularly scheduled doctor's appointments, in the event medication need change. They may be submitted at any time throughout the year.

The medication dispensation authorization form requirement applies to all medication, including over the counter medication (e.g., Tylenol). If a student needs to take over the counter medication during the school day, the student must have the authorization signed by his or her physician and a parent or guardian on file, giving the school permission to administer the medication during the school year. The medication dispensation authorization form requirement also applies to asthma inhalers. If a student needs to use his/her asthma inhaler during the school day, he/she should go to the main office to administer the inhaler.

Students should never carry or take medications outside of these procedures. Students found in possession of over the counter or prescription drugs could face significant consequences.

School Breakfast and Lunch

RePublic High School will offer breakfast and lunch through the vendor Revolution Foods whose mission is to build lifelong healthy eaters by making kid-inspired, chef-crafted food accessible to all. At the beginning of the school year, each family is required to fill out a Free and Reduced Lunch form that determines a family eligibility to receive free or reduced lunch price. During the 2016-2017 school year, the full price of lunch is \$2.30 and reduced price is \$0.40. Students and families will be send home the payment process.

Families of students who have particular dietary restrictions should alert the Director of Operations (Ms. Covino) as early in the school year as possible.

Outside Lunch: Students may bring lunch from home or from an authorized school food vendor such as a food truck or event fundraising. Students have access to two microwaves throughout lunch and breakfast time.

School Supplies

RePublic High School will provide families with a list of school supplies at the start of each year. If for any reason the family cannot provide the needed supplies, please contact the main office of the school or the advisor of the scholar so that we can ensure that he or she gets everything needed to be successful.

The supply list includes both mandatory supplies for all students and supplies for specific classes. Students receive their schedule at Back to School Night and will have one week to purchase items for specific classes before the start of school.

Mandatory supplies:

- Chromebook & Charger (loaned by RHS)
- One (1) pack of blue or black pens
- One (1) pack of mechanical or lead-based pencils
- One (1) pair of headphones
 - a. Scholars are strongly encouraged to bring headphones that have a built-in microphone.
- One (1) backpack large enough to fit a Chromebook computer and other school supplies.
- One (1) 11.6-inch Chromebook computer case
 - a. Chromebook cases can be found for less than \$10 at Wal-Mart. For example, the following case was found in a quick search on Wal-Mart's website and would be appropriate:



Supplies requested for specific classes/teachers:

Teacher Name	Subject	Supplies
Mr. Baer	10th Chemistry	Binder, notebook for lab, notebook or paper for notes, calculator (discussed in first class)
Ms. Butt	AP Computer Science	3-inch binder with dividers and tabs, 1 folder
Mr. Castaneda	Piano Lab 1	Alfred All in One Piano Book Level 1, 3 ring binder
Mr. Castaneda	Piano Lab 2	Alfred All in One Piano Book Level 2, 3 ring binder
Ms. Denton	College Prep (10th and 11th)	Yellow highlighters
Ms. Feutz	10th APUSH and US History	3-inch Binder, notebook, binder dividers and tabs, post-it notes
Ms. Holmes	9th English	1.5-inch binder with 10 tabs, loose-leaf paper, pens, highlighters, index cards, post-it notes
Dr. Jenkins	10th English	3- inch binder w/tabs, highlighters, erasable pens, notebook paper, colored pencils, pack of index cards, post-it notes.
Ms. Lamb	10th & 11th English	Post it notes, highlighters
Mr. Lindsey	9th and 11th Math	Graph-ruled notebook, folder
Ms. Logan	10th Math	3-inch Binder with 5 dividers and tabs, loose leaf paper, index cards (any size), colored pencils
Mr. Marrero	9th History	1.5 -inch Binder, Loose-Leaf Paper, Highlighters, Index cards
Ms. Maxen	9th Biology	1.5-inch binder, loose-leaf paper or 3-subject notebook, index cards
Mr. Mordecai	11th Physics	3 Ring Binder with 3 Dividers, index cards
Ms. Moynihan	11th English	Post it notes
Mr. Newton	11th History, AP Government	one 3- inch binder, folder, notebook paper, 2 packs of index cards (any size), five binder dividers and tabs
Mr. Schlegel	11th PreCalculus and AP Calculus	3-inch binder, notebook paper, graph paper, and pencils
Ms. Walker	9th Math, Biology	Bio: College Ruled paper, folder/binder, color pencils Math: graph-ruled notebook, a folder

Section IV: School Culture at RePublic High School

Core Values

Our school is built on four core values:

An RHS scholar is...

Kind	being friendly, generous, and considerate to oneself and others	An RHS scholar treats him/herself, peers, staff, and spaces with consideration and care. A scholar's language and actions convey his or her best self.
Responsible	able to answer for one's conduct and obligations; trustworthy; able to choose for oneself between right and wrong	When an RHS scholar makes a commitment, whether academic or nonacademic, she or he follows through. When the scholar is unable to do so, the scholar owns his or her choices and fixes any harm done to self, others, or the community.
Resilient	recover from or adjusting to a challenge or change	RHS scholars embrace the challenges inherent in the learning process and work to overcome them in order to better themselves and their community. When changes that are inevitably a part of life occur, an RHS scholar chooses to make the best of whatever the situation is.
Curious	a desire to investigate and learn	RHS scholars celebrate the inherent value in learning about themselves, others, and the world around us. Scholars practice the skills and habits necessary to increase their knowledge.

Scholar Code of Conduct

Successful scholars:

- Attend school daily. Arrive on time and remain at school for the entire day.
- Respect all members of the RePublic High School community.
- Take responsibility for the safety and well being of themselves, their peers, and their teachers.
- Are focused on learning, completing all assignments, and taking active notes throughout every class.

- Arrive on time to each class and are seated and silently working immediately.
- Follow the RHS dress code.
- Do not use electronic devices in class (with the exception of school provided Chromebooks at designated times).
- Are prepared for every class by arriving with the necessary tools to effectively participate.
- Respect the building and all community property.
- Complete all assignments with academic honesty and integrity.

Interventions

We use a problem-solving approach to help scholars learn successful college prep behaviors. We work to teach scholars the appropriate behavior through interventions, consequences and positive behavior support. We recognize that academic success is directly correlated with instructional time received by the scholar, and we seek to reduce the loss of instructional time when possible. The following is a list of some of the interventions that are implemented when necessary. This list is not exhaustive, and the school may add additional responses and interventions as necessary.

- | | |
|---|---|
| <ul style="list-style-type: none"> ▪ Contact and/or conference with parent/guardian. ▪ Behavioral contracts ▪ In-school suspension (ISS) ▪ Daily Trackers (check-in/check-out) ▪ Reflective activity ▪ Loss of Privilege (field trips, extracurricular activities, sports, celebrations, dances, participation in graduation ceremonies, end of year ceremonies, or any other school sponsored function decided by the principal or grade dean) | <ul style="list-style-type: none"> ▪ Schedule Adjustment ▪ Referral to Mental Health Services for interventions such as individual or group counseling ▪ Restorative Justice Circles ▪ Detention ▪ Restorative Lunch ▪ Bus Suspension ▪ Supervised work assignment or service project ▪ Conflict mediation (peer mediation) ▪ Letter of apology/public apology |
|---|---|

Corrective strategies may also include referral to and collaboration with outside agencies. The Principals, Assistant Principals, scholars' advisors, and relevant staff work closely to identify behavior concerns and design and implement thematic strands of counseling and social and emotional learning goals.

Discipline Matrix

	Scholar Action	Discipline Level Reference	Referral for Expulsion	Referral to Law Enforcement
<p>“Majors” The school administration owns intervention. Offenses are referred to directly to school administrators and may involve partnership with law enforcement and/or a third party.</p>	<p>Level 6 Robbery First or second degree assault or sexual assault Sale or distribution of, or intent to sell, unauthorized drugs or controlled substance Carrying, bringing, using, or possessing a knife, gun, explosive, or another type of dangerous weapon</p>	N/A	Yes	Yes
	<p>Level 5 Arson Fighting: Level II (including incidents with significant injuries, but which do not rise to the level of the Type 6 offense “1st or 2nd degree assault”)* Destruction or theft of school property (over \$5000) Theft from an individual (over \$5000) Possession of an explosive (non-fireworks/firecrackers) that seriously endangers the welfare or safety of others Willfully causing damage to the property of a school employee Assault, harassment, or false allegation of abuse against a school employee Hazing activities Child Abuse Unlawful sexual behavior, unlawful sexual contact, and indecent exposure Witness Intimidation or Retaliation* Other student behavior presenting an active or ongoing danger to the welfare or safety of school occupants* Habitual disruption* Recurring Level 4 offenses*</p>	Response Tier F and/or Referral to Scholar Justice System	Optional	Yes (optional for starred actions)
<p>“Middles” The school administration owns primary intervention with strong teacher support. Offenses <u>will</u> be referred directly to school administrators.</p>	<p>Level 4 Bullying: Level II (e.g., physical acts of aggression or intimidation and repeat Level I behavior) Harassment based on race, ethnicity, sexual orientation, gender identity, disability, or religion: Level II -(e.g., acts of physical harassment and repeat Level I behavior) Sexual harassment: Level II (acts of physical harassment and repeat Level I behavior) Fighting: Level I (may include incidents that result in minor injuries like cuts, scrapes, and bloody noses, etc.) Being under the influence of drugs or alcohol - Possession of alcohol or unauthorized (but legal) drugs Possession of illegal drugs Destruction or theft of school property, including graffiti (\$500 - \$5000) Theft from an individual (\$500 - \$5000)</p>	Response Tier E and/or Referral to Scholar Justice System	No	No except in cases of possession of illegal drugs

	<p>Other school-based misconduct that substantially disrupts the school environment Recurring Level 3 offenses</p>			
	<p>Level 3 False activation of a fire alarm Possession of fireworks/firecrackers Bullying: Level I - (e.g., verbal and written harassment) Excessive tardiness to class (4 or more in a week and/or repeated referrals to Scholar Justice System) Skipping class or significant lateness to class (10 or more minutes late to class) Harassment based on race, ethnicity, sexual orientation, gender identity, disability, or religion: Level I (e.g., verbal and written harassment) Sexual harassment: Level I (e.g., verbal and written harassment) Consensual but inappropriate physical contact Destruction or theft of school property, including graffiti (under \$500) Severe defiance of authority/disobedience Trespassing Theft from an individual (under \$500) Other school-based misconduct that disrupts the school environment Tobacco offenses Recurring Level 2 offenses (after going through Levels A through C)</p>	<p>Response Tier D and/or Referral to Scholar Justice System</p>	<p>No</p>	<p>No</p>
<p>“Minors” Teaching staff own primary intervention. Repeated actions <u>may</u> be referred to Scholar Justice System and/or school administrators.</p>	<p>Level 2 Classroom disruption Tardy to class (between 4 and 9 minutes late) Picking on, bothering, or distracting other students Repeated dress code violation Disrupting school activity Minor defiance of authority/disobedience Verbal insults or put-downs Repeated use of cell phones, gaming systems, or similar electronic devices at unauthorized times Minor damage or defacement of school property Unauthorized use of school equipment Gambling Minor physical aggression with another student (e.g., pushing, shoving) Academic dishonesty or plagiarism Recurring Level 1 scholar actions Other minor school-based misconduct</p>	<p>Response Tier A-C and/or Referral to Scholar Justice System</p>	<p>No</p>	<p>No</p>
	<p>Level 1 Cell phone out in class Gum or food in unauthorized area Tardy to class (less than 3 minutes) Use of profanity or vulgarity Dress code violation (Scholar must make effort to correct dress code violation)</p>	<p>1st offense in a week - Recorded</p>	<p>No</p>	<p>No</p>

		<p>, but no action taken</p> <p>2nd offense in a week - Referral to Scholar Justice System</p>		
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Level F - Additional Suspension Option

1. Levels 1 through 4 from Level D are repeated.
2. Administrator may assign ISS or OSS of 1 to 3 days total.
3. Law enforcement may be contacted if required by law or at the discretion of the principal.
4. Behavior intervention plan may be used.

Level E - Out of School Suspension Option

1. Levels 1 through 4 from Level D are repeated.
2. If necessary, the administrator may assign up to 3 days of ISS or one day of OSS.
3. Law enforcement may be contacted if required by law or at the discretion of the principal.

Level D - Administrative Level Referral/In-School Suspension Option

1. Documentation ¹of interactions and interventions is provided.
2. Scholar provides written documentation of his/her side of story.
3. Administrator conferences with parent/guardian and determines if consultation with support personnel is necessary.
4. School-based interventions including restorative approaches are used as appropriate. Follow-up check ins with affected community members should be conducted.
5. If necessary, the administrator may assign up to 3 days of ISS or one day of OSS.

Level C - Grade-level team/Support Staff/Scholar/Parent

1. Grade-level team determines whether to request support staff involvement.
2. Scholar provides written documentation ²of his/her side of story.
3. Advisor contacts parent for in-person conference or conference by phone.
4. Grade-level team initiates one or more interventions. For any intervention, the grade-level team must schedule a follow-up time to revisit the effectiveness of the intervention.

¹ Documentation at this level is kept with the Assistant Principal of Culture.

² Documentation for levels A-C is kept with the scholar’s advisor.

Level B - Teacher/Advisor/Scholar/Parent

1. Scholar provides written documentation of his/her side of story. Written documentation is housed with scholar's advisor³.
2. Advisor contacts parent for in-person conference or conference by phone.
3. RHS staff initiates one or more interventions, monitored by the scholar's advisor. For any intervention, the advisor must schedule a follow-up time to revisit the effectiveness of the intervention.
4. Conference and, if applicable, interventions and follow-ups are documented.

Level A - Teacher/Scholar

1. Scholar has opportunity to tell his/her side of story.
2. Teacher conferences with student. (Scholar's advisor may also participate as appropriate.)
3. One or more interventions initiated as appropriate.
4. Conference and, if applicable, interventions and follow-ups are documented.

Scholar Justice System Option

1. Teacher and/or Scholar may request a referral for case to be heard by a Scholar Judge. (Administrative approval may be required based on sensitivity of the case.)
2. Scholar Judge listens to all sides of the story. This may be written or in-person (at discretion of the Scholar Judge).
3. Scholar Judge decides on appropriate restorative steps with approval of assigned staff.
4. Conference and, if applicable, interventions and follow-ups are documented.

Out-of-School Suspension

See discipline matrix above for offenses that may merit an out-of-school suspension.

For an Out-of-School Suspension between one and ten days, the following procedures will apply:

When an infraction occurs, the student will be removed from class and sent to the Main Office or another designated school location. The student's parent or guardian will be notified of the incident by the Principal or another representative of the school.

Unless a student presents a danger or risk of substantial disruption to the educational process, the student shall receive notice and an opportunity to present her/his version of the relevant facts prior to a suspension of one to ten days.

In the case of danger or a risk of substantial disruption, the student will be removed from the school building and provided notice and the opportunity to present his/her version of the relevant facts as soon as possible.

In the case that a student is assigned an Out-of-School Suspension, the student's parent/guardian must immediately come to the school, meet with the Principal and/or Dean, and remove the student from the school building. If the parent/guardian cannot immediately

³ Handwritten documentation should be scanned and kept on a shared folder.

come to the school building, the student will wait in a designated area until the parent/guardian arrives. Written notice will be sent home designating the length of suspension.

In order for the student to re-enter the RePublic Schools community following an Out-of-School Suspension:

- An administrator will contact the parent/guardian to schedule a required re-entry meeting.
- Students who are suspended two or more times may be asked to submit a reasonable and genuine plan for improvement in addition to an apology to the Principal.
- The student may have to meet additional conditions as required by RePublic Schools.

Once the above conditions are met, the student will be welcomed back into the community. If a student has not met the above requirements, he or she may earn In Class Suspension

Students are responsible for completing academic work missed during the suspension. This work will be available through the student's online curriculum platform. If a student does not complete this work, the student will earn zero for these assignments.

Expulsion

Expulsion is defined as the exclusion from all RePublic Schools Campuses on a permanent basis. TN law provides the Principal with the authority to expel students for the following behaviors:

- **Drugs (17-10ZT):** Possession, use or distribution of illegal drugs; unlawful use, cultivation, manufacture, distribution, sale, solicitation, purchase, possession, transportation, or importation of any controlled drug (e.g. Demerol, Morphine) or narcotic substance.
- **Handgun (18-10ZT):** Possession of a handgun; the weapon involved was a handgun or a pistol.
- **Rifle/Shotgun (19-10ZT):** Possession of a rifle or shotgun; the weapon involved was a shotgun or rifle.
- **Explosive (20-10ZT):** Possession of explosive, incendiary device, any destructive device, which includes any explosive, incendiary (e.g., bomb, grenade, rocket/missile, mine) or poison gas.
- **Assault of Staff (32-10ZT):** Intentionally, knowingly or recklessly causing bodily injury to a staff person, or causing physical contact with another that was extremely offensive or provocative.
- **Aggravated Assault of Staff (35-10ZT):** This is considered assault of staff. Intentionally or knowingly causing serious bodily injury to the staff person.

In addition to these offenses, RePublic Schools upholds the expulsion decisions of all MNPS and charter schools. The Principal reserves the right to request an expulsion hearing and consider the student for expulsion for a specific, severe behavioral infraction or for repeated

disregard of school policies and procedures.

Specifically, regarding the latter, a family meeting will be required once a student has been Out-of-School Suspended for four incidents. A contract will be made between the student and school once a student has been Out-of-School Suspended for six incidents. A student's breach of this contract may lead to the recommendation of an expulsion hearing.

RePublic Schools recognizes the expulsion decisions of all public, private, and charter schools. This means if a scholar has been expelled from another school, they are not able to enroll at a RePublic Schools campus during the time of their expulsion.

Process After Recommendation for Expulsion: Whenever the Principal recommends expulsion, an expulsion hearing shall occur. The hearing shall occur as soon as practicable after the beginning of the suspension, and RePublic Schools shall endeavor to hold the hearing within ten days of the beginning of the suspension. In addition, as soon as practicable after the beginning of the suspension, the Principal shall provide the student written notice of the following, which shall be translated into the student's/parent's primary language if necessary:

- Date, time and place of the hearing.
- Charges and a summary of the evidence against the student, which shall include the substance of the allegations.
- Agenda for the hearing.
- That the hearing is a closed meeting unless the student submits a request to the school in writing, at least five days prior to the date of the hearing, for an open, public meeting.
- That the student and/or parent, upon request, may review the student's records from the school in accordance with applicable law.
- Notice that the student has the right at the hearing to:
 - Be represented by parents, legal representative, or other representative at the student's expense; and
 - Present witnesses and arguments in the student's defense and ask questions of school administrators who present information at the hearing, within the process and time constraints set forth in the agenda.

The decision maker at the hearing shall be the Expulsion Authority, which shall consist of an odd number of and no fewer than three persons chosen from among the following: the Director of the Tennessee Region of RePublic Schools, the Principals of any RePublic Schools charter school, and the Assistant Principals or Dean of any RePublic Schools charter school; provided, however that the Principal, Assistant Principal or Dean of the school that the student attended at the time of the incident shall not be a member of the Expulsion Authority for that student's expulsion hearing.

At the expulsion hearing, the following procedural safeguards shall be in effect:

- The student may be represented by parents, a legal representative, or other representative at the student's expense.
- Due to the potential sensitivity of issues addressed, the expulsion hearing is a closed hearing; only the student, the student's family/representatives, the school

administration, witnesses, legal counsel, and the Expulsion Authority may attend; provided, however, that the student may request an open, public meeting by informing the school of the request in writing, at least five days prior to the date of the hearing.

- The student has the right to present witnesses and arguments in the student's defense and to ask questions of school administrators who present information at the hearing, within the process and time constraints set forth in the agenda.
- The school may present information collected from student witnesses through school administrators, in lieu of calling the student witnesses themselves, to the extent permitted by applicable law and due process.
- The school will record (by tape or other appropriate means) the hearing and a copy of such will be made available to the student upon request.
- Proceedings will be translated into the student's/parent's primary language if necessary for their understanding.

After the hearing, the Expulsion Authority shall deliberate and issue a decision. The following procedures apply to the deliberation and decision:

- The Expulsion Authority may order removal of the suspension or expulsion unconditionally or upon such terms and condition as it deems reasonable or may suspend the student for a specified period of time.
- In its fact-finding, the Expulsion Authority shall decide based upon the information presented at the hearing whether it is "more likely than not" that certain alleged incidents occurred.
- The vote of a majority of the members of the Expulsion Authority shall constitute the decision of the Expulsion Authority.
- During its deliberations, the Expulsion Authority may consult the Principal who recommended expulsion solely for discussing appropriate sanctions that are less severe than expulsion; provided, however, that
 - (i) the student's representative may be present while the Expulsion Authority is consulting lesser sanctions with the Principal, and
 - (ii) in no event shall the Principal during these discussions provide new evidence for expulsion that was not presented at the expulsion hearing.

The Expulsion Authority's decision shall be issued in writing to the student within five days of the hearing.

- The written decision shall be translated into the student's/parent's primary language if necessary for their understanding.
- The written decision shall inform the student and Principal of the right to appeal the decision by delivering a written notice of appeal to the Expulsion Authority within 5 days of receipt of the written decision, that the notice of appeal must summarize the basis for the appeal, and that in the absence of a timely appeal the Expulsion Authority's decision is final.

In addition to the above stated policies, any breaches of Federal, TN State or Nashville City laws may be handled in cooperation with the local police department.

Appeals to Board: The student or Principal may appeal the Expulsion Authority's decision. An appeal is timely only if a notice of appeal is delivered to the Expulsion Authority within 5 days of receipt of its written decision. A notice of appeal must be in writing and summarize the basis for appeal. Absent a timely appeal, the Expulsion Authority's decision is final.

In the event of a timely appeal, the following process shall occur:

- The appeal shall be taken to the Board of Directors of RePublic Schools, Tennessee (the "Board"), which shall be the decision-maker for the appeal.
- The Board, based upon a review of the record, may grant or deny a request for another hearing and may affirm or overturn the Expulsion Authority's decision with or without a new hearing; provided, however, that the Board may not impose a more severe penalty on the student without giving the student the opportunity for a new hearing before the Board. For the purpose of this paragraph the "record" shall include (i) the audio recording of the hearing before the Expulsion Authority or any written transcript of that hearing and (ii) anything provided by the school or the student in the notice of appeal.
- In the event that the Board decides not to conduct a new hearing, the Board shall issue a written decision within fifteen days of its receipt of the notice of appeal. The written decision should include the following:
 - Date of initial decision;
 - Date of notice of appeal;
 - Statement that Board based its determination upon review of the record; and
 - Statement that the Board's decision is final.
- If the Board conducts a new hearing, the same processes and protections shall be provided as for the initial hearing before the Expulsion Authority. The Board shall endeavor to conduct the new hearing as soon as practicable.

The action of the Board in response to any appeal shall be final.

Procedural Safeguards for Students with Disabilities: Federal and state law provide certain procedural rights and protections relating to discipline of students who have been identified under such laws as having special needs based upon a disability. A copy of the Notice of Procedural Safeguards can be found in the Main Office or upon request.

RePublic Schools campus officials may suspend students with disabilities and cease educational services for a total of up to 10 consecutive or 10 cumulative school days in one school year without providing special education procedural safeguards. Detentions and In-School Suspensions do not count toward the 10 day limit. The Principal has discretion to be flexible in the amount of days of suspensions given to each special education student with disabilities. Students with disabilities can be suspended in excess of 10 school days in certain circumstances. When campus officials anticipate a referral for expulsion, the following rules apply:

- Campus officials must provide written notice to the parent/guardian or surrogate

parent of the intervention or consequence being considered and the date of an Individualized Education Program (IEP) meeting, which must be held within 10 days of the date of the decision to discipline the student.

- Individualized Education Program (IEP) meeting, which must be held within 10 days of the date of the decision to discipline the student.
- The IEP team must:
 - Determine whether the misconduct is related to the student's disability by reviewing evaluation and diagnostic results, information from the parent/guardian, observations of the student, and the student's IEP and placement. The behavior is not a manifestation of the student's disability if:
 - the student was given appropriate special education supplementary aids and intervention strategies; and
 - the disability does not impair the ability to control behavior.
 - Review and revise, if necessary, the behavior intervention plan or, as necessary, develop a functional behavior assessment and intervention plan to address the misconduct.
 - Determine the appropriateness of an interim alternative educational setting, and as indicated, include in the IEP those services and modifications that will enable the student to continue to participate in the general curriculum and address the behavior so it will not recur.

Special education students with disabilities may be referred for an expulsion hearing if they are in violation of any Zero Tolerance offense. All students will be ensured a due process expulsion hearing.

Section V: School Policies

Academic Integrity

Academic integrity means being honest in completing assignments and exams for school. Schoolwork exists to help scholars learn; grades exist to show how fully a scholar has mastered content. All work and all grades should result from a scholar's own understanding and effort. Academic misconduct will be categorized in two ways:

Cheating: Cheating happens when a scholar receives or renders aid to or from any source that allows a scholar to misrepresent skills or knowledge on an assignment. This includes—but is by no means limited to—copying answers, recording answers and bringing them into a test, looking up answers during a test without permission. It would also include cheating that is caught before it is executed: if a teacher catches a scholar sending emails with answers to an upcoming exam, for example, the policy applies even though the scholars have not taken the exam yet. This also includes passing off a paper or assignment written by another as one's own—i.e., turning in a paper that was found online or a paper written by someone who took the class previously.

Plagiarism: Plagiarism is turning in a product that, regardless of the scholar's intent, misrepresents the work of another as the scholar's own work. All written assignments should show the scholar's own understanding in the scholar's own words. All writing assignments, in class or out, must be composed entirely of words generated (not simply found) by the scholar. If words written by another person are used, they must specifically be marked as such with proper citation, according to the expectations of the class and assignment. Plagiarism includes everything from failing to cite a source by mistake to lifting a

paragraph from a book and putting it into your paper. It also includes citing a source improperly--for instance, by using the wrong type of citation or making a mistake in the citation. It's anything where a reader could think that work a scholar did not do is work that a scholar did do.

Academic misconduct will be referred to administrators and can be addressed through the Scholar Discipline Matrix.

Arrival and Dismissal Procedures

School officially starts for scholars at 8:00am each day and the school day officially ends at 2:45pm. Unless scholars depart on school buses or take the MTA, families are responsible for picking up scholars at the end of the day. All scholars who are not staying after school for a RePublic High School approved function will be asked to leave campus promptly.

Attendance and Tardiness

Scholars can only be successful if they are present and prepared in school every day. Our curriculum is an ambitious one; every day is essential for scholars to keep pace. At RePublic High School, excessive absences will not be tolerated. If a scholar is absent without excuse for more than 10 days of the semester, the scholar and family will be called for a meeting to discuss need for interventions which may include repeating credits. RHS has the option to refer a scholar to Metro Nashville Juvenile Court for truancy on the 10th unexcused absence.

Attendance: While each scholar is ultimately responsible for her/his own attendance, families are expected to ensure that their children are in school. Attendance helps to foster an attitude of responsibility and is essential to the instructional program at RePublic High School. Attendance is the first step in ensuring academic achievement. Every day is essential for our scholars to keep pace; every instructional minute counts. A scholar is considered to be in attendance when he/she is physically present at school or is participating in an authorized school activity and is under the supervision of authorized school personnel.

Exceptions to the attendance policy are considered extenuating circumstances. Absences are differentiated between excused or unexcused. Students may make-up all missed work for full credit within a reasonable time determined by the Assistant Principal of Culture or Principal.

Excused (must have documentation)	Likely Unexcused
<ul style="list-style-type: none"> ● Funerals/death in the family ● Illness (note from doctor or family) ● Doctor’s appointments or hospital stays ● Verified family emergencies ● Court appointments ● Religious observances 	<ul style="list-style-type: none"> ● Family trips ● Illness without a note provided within a 3 day timeframe ● Babysitting ● Missing the bus or lack of transportation ● Personal grooming appointments ● Needing sleep or rest

The Assistant Principal of Culture makes final determination regarding excused or unexcused absence status.

Parents/guardians are responsible for scheduling medical appointments outside of school time. In the rare case when a scholar has a medical appointment during school, he or she should not be absent for the entire school day. Parents/guardians should call the school as early as possible if the scholar will not be attending school for any reason. Upon return to school, the scholar must bring a written note to the office.

Tardiness: Getting to school on time is a key to your child's success. At RePublic High School, the learning begins from the moment a scholar walks in the door. Scholars who are late miss essential instruction, disrupt the learning of other children, and risk falling behind on our ambitious curriculum. Tardiness in general is a bad habit. One of the most common reasons that people lose their jobs is persistent tardiness to work. We want our scholars to succeed in school, college, and in the workplace. The only choice for a scholar at RePublic High School is to attend class on time.

Our doors open to scholars at 7:28 am each morning. Scholars must arrive between 7:28 am and 8:00 am. Scholars must report to their advisory upon arrival. To be considered on time, scholars must be seated in their advisory by 8:00am. This means scholars entering the front door at 8:00am are considered tardy. Scholars arriving through the front doors after 8:00 am are considered tardy and will be assigned deductions. When scholars arrive to school late, they must report to the main office before heading to class in order to check in to school. In cases in which a school bus arrives late, those scholars riding the school bus are not considered tardy.

Cell Phones and Electronic Devices

RePublic High School recognizes that we live in a time period in which our senses are raised to safety and security, especially in travel situations. Some parents may desire to send their children to school accompanied with a cell phone to facilitate communication between home and school and during transit; however, **phones and other electronic devices brought onto campus by scholars are not the responsibility of RePublic High School.** Scholars may use their cell phones between 7:28 am and 8:00 am, during transitions, and during lunch on days when there are no planned activities. A staff member may ask a scholar to put a cell phone away at any time and they may take up the scholar cell phone if it is being used inappropriately or at any time during academic courses. If a phone is taken up by scholars or parents will be able to pick it up at the front office at the end of the day.

Parents wishing to communicate with their child during the school day may leave a message with the Office and a RePublic High School staff member who will pass the message on to the scholar. If a scholar is sick and needs to call home, he or she must have permission to use a school phone and is not allowed to use a personal cell phone to call home. Scholars who fail to follow this protocol can have their phone taken up by staff members. Scholars who have difficulty consistently following this rule will be required to have a parent pick up the phone and may be asked to keep the phone from the school for a period of time specified by the principal or Assistant Principal of Culture.

In all cases, RePublic High School is not responsible for missing or stolen electronics.

Closed Campus

Scholars are required to remain on campus throughout the entire school day unless dismissed by a school official. Scholars are expected to stay out of any office or unsupervised space without permission while on campus. If a scholar leaves campus without permission, the family and truancy office will be notified and the scholar will not be allowed to return to campus that day unless accompanied by a parent

or guardian. The scholar will also be subject to a search by the school safety officer to ensure safety of all scholars. This rule applies from the time that the buses arrive on campus in the morning until the time school is dismissed at the end of the day. A scholar may not exit a school bus and leave campus. He or she must report directly to the cafeteria upon arrival to school.

Early Checkouts

Early pickups can be disruptive to the learning environment and are discouraged. Families should notify the school by calling the front office before they arrive to dismiss their child early from school. The office reserves the right to check identification of any person checking a scholar out of school as well as contact parents/guardians to confirm the dismissal. Scholars may not be picked up for early dismissal after 2:30 pm on Monday-Friday.

Scholars that are eighteen years of age are not allowed to sign themselves out of school unless they have provided a copy of legal paperwork to the school designating them independent from parents or have a written note or verbal confirmation from a parent/guardian allowing them to sign out.

Grade Promotion

RePublic High School has a nuanced approach towards grade promotion that is similar to a collegiate atmosphere with additional support. We believe in mastery of content is necessary to earn course credit (credit = 70% or above). As a result, failure in a course will result in the opportunity to earn credit through a summer credit recovery assignment. Failure to pass or complete credit recovery assignments will result in scholars being required to repeat the course for credit. If scholars fail to pass/complete credit recovery for multiple classes it is possible that they will be retained in current grade level. Scholars must meet the following credits to be considered promoted:

Sophomore: At least 4 credits
Junior: At least 9 credits
Senior: At least 14 credits

Graduation Requirements: 21 credits see details below:

- **Math:** 4 credits, including Algebra I, II, Geometry and a fourth higher level math course (Students must be enrolled in a mathematics course each school year.)
- **English:** 4 credits
- **Science:** 3 credits, including Biology, Chemistry or Physics, and a third lab course
- **Social Studies:** 3 credits, including U.S. History and Geography, World History and Geography, U.S. Government and Civics, and Economics
- **Physical Education and Wellness:** 1.5 credits
- **Personal Finance:** 0.5 credits
- **Foreign Language:** 2 credits (May be waived by the local school district for students, under certain circumstances, to expand and enhance the elective focus)
- **Fine Arts:** 1 credit (may be waived by the local school district for students, under certain circumstances, to expand and enhance the elective focus)
- **Elective Focus:** 3 credits consisting of Math and Science, Career and Technical Education, Fine Arts, Humanities, or Advanced Placement (AP)

See more at:

<http://www.tennessee.gov/education/topic/graduation-requirements#sthash.sQO8j8Aa.dpuf>

Grading Policy

We believe that the primary purpose of grades is to provide specific and accurate feedback on a student's ability and performance in relation to the course material. In following research trends, RHS will implement a grading policy in which grades will not be based on behavior or other non-academic factors,⁴ but only on scholar academic performance and mastery of course materials, standards and objectives.

We believe that grading scholars on what they know and have mastered will assist our teachers in providing students and parents with specific feedback on what learning areas need improvement and/or intervention.

Tennessee State Board of Education Grading Scale

Letter Grade	Percentage	Note
A	93 – 100	*3 additional percentage points may be added to grade for honors classes.
B	85 - 92	
C	75 - 84	
D	70 - 74	*5 additional percentage points may be added to grade for Advanced Placement classes.
F	0 - 69	

This grading scale is used for the following reasons:

- This grade scale is how the HOPE scholarship is calculated
- Includes RHS scholars in the uniform grading policy with all other Tennessee High Schools

RHS Grading Framework

Assignment Type	Percentage	Assignment Examples
Homework	5%	Continued practice, pre-readings, pre-writings
Classwork	35%	Independent practice, discussion, in class writing and research, exit ticket
Assessment (Including projects)	60%	Tests, quizzes, projects, research papers, summative / capstone projects

Methodologies

All academic departments at RHS require students to complete the following number of tasks throughout the quarter:

- Minimum of two major assessments
- Minimum of four minor assessments (quizzes)
- Minimum of four classwork assignments
- Minimum of two grades from any category above each week.

⁴ 2011 Hanover Research – Independent School Administration Practice

SEMESTER 1

SEMESTER 2

Q1	Q2	MIDTERM		Q3	Q4	FINAL/EOC
45%	45%	10%		45%	45%	10%

Communication

- Teachers will provide students with a class syllabus
- Teachers must communicate with students and families if they are failing after the first 4 weeks of each quarter. If the scholar is still failing 2 weeks before the quarter is scheduled to end the Teacher will communicate with students and families a second time.
- Students need to take advantage of school-wide academic support opportunities
- SchoolRunner is the primary means of communicating grades with students and families

Homework

Completing homework is the number one indicator of success for students in high school. Teachers may grade homework for correction or completion. Typically, scholars who do not complete homework will also not do well on tests and quizzes. At RePublic High school, just like in college, scholars will complete homework assignments that are necessary for success in class the next day.

- Homework Help: if scholar behavior demonstrates their inability to independently and successfully complete their homework, scholars may be required to stay from 2:45 - 3:45 pm for homework assistance.

Late Work / Missing Work / Retakes

- Each grade level will have a common late work/missing work/retake policy that is developmentally appropriate with the goal of preparing scholars for college and beyond.
- The late/missing/retake policy for each grade will be shared out the first weeks of school in multiple different ways with scholars and parents

FERPA

Under the Family Educational Rights and Privacy Act (FERPA), parents have certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level.

Definition of Student Records

"Student Records" shall mean any written or recorded information concerning a student by which a student may be individually identified and which the school maintains. They may include, but are not limited to, the following; basic identifying information, academic transcript, attendance records, health records, performance scores on standardized assessments, disciplinary records, and records from previous schools. Recorded information maintained by a staff member for his or her exclusive use, or his or her substitute, shall not be considered a part of the student records.

Inspection of Student Records

Every parent shall have the right to inspect, challenge and copy student records of his/her child until one of the following events occurs:

- The student attains 21 years of age; or
- The student attains 18 years of age and declares himself or herself financially independent of his or her parents.

Student records shall be made available to parents and eligible students within fifteen (15) school days of the time a written request for review is submitted to the records custodian.

Right to Control Access of Student Records

School officials shall release student records to the official records custodian of another school in which the student has enrolled or intends to enroll upon the written request of such official or student, provided that the parent receives prior written notice of the nature and substance of the information to be transferred. Parents may, upon written request, inspect, copy and challenge such information.

Once parents have been notified of their right to inspect, copy and challenge information to be transferred to another school and the parents do not respond within ten (10) school days, the records shall be forwarded to the requesting school.

Access to Records without Parent Consent

RePublic Schools staff members who have a current and legitimate educational interest in a student's records shall have access as needed for professional purposes to both that student's permanent and temporary records.

RePublic Schools officials shall release student records without parent permission pursuant to a valid court order or subpoena presented by local, state or federal officials. However, RePublic Schools officials shall notify the parents in writing regarding the judicial order and the information so provided.

Student records may be made available to researchers for statistical purposes, provided that: a) Permission has been received from the State Superintendent of Education; and b) No student or parent shall be personally identified in the information released.

Information may be released without parental consent in connection with an emergency to appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons.

If a student is 18 years of age and the student is financially independent of his or her parents, the student may request the parents be denied access to his or her records. A student who desires to declare himself or herself financially independent of his or her parents shall submit a request in writing to the school's records custodian.

Notice for Directory Information

RePublic Schools may disclose appropriately designated "directory information" without written consent unless you have advised RePublic Schools to the contrary in accordance with the procedures below. The primary purpose of directory information is to allow the RePublic Schools to include information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;

- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.
- School Instagram/Twitter account

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

If you do not want RePublic Schools to disclose any or all of the types of information designated below as directory information from your child's education records without your prior written consent, you must notify the Principal in writing within 45 days of the first day of classes for the academic year. For your information, RePublic Schools has designated the following information as directory information:

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user
- A student ID number or other unique personal identifier that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized use

Challenge Procedures

A parent shall have the right to challenge the accuracy, relevance or propriety of any entry in the student records of his or her child, exclusive of grades. A request to challenge the contents of a student record shall be made in writing to the school by the parent(s) and shall state in specific terms what entries in the student's record are being challenged.

The Principal shall conduct an informal conference with the parent(s) within fifteen (15) school days of receipt of the written challenge.

Maintenance of School Records

Student permanent records and the information contained therein shall be maintained for a period of sixty (60) years after the student has transferred, graduated or permanently withdrawn from school.

Student temporary records shall be maintained until August 1st of the year the student transfers, graduates or permanently withdraws from school. The records of special education students shall be maintained for a period of three (3) years. Information maintained by staff members for their exclusive use shall be destroyed by each staff member maintaining the information no later than the student's transfer, graduation or permanent withdrawal from the school.

The Principal shall be responsible for having all student records verified and to eliminate or correct all out-of-date, misleading, inaccurate, unnecessary or irrelevant information on all students' files.

Fire Drills

During an emergency, it may be necessary for teachers to give important, immediate, and specific instructions to groups of scholars. For this reason, fire drills will be conducted in an orderly fashion and scholars may be asked to exit in silence. Scholars must stay with the class they are currently in and must be called to silence immediately when announcements are made.

A map for exiting the buildings will be posted at the door to each classroom. Scholars must line up and report to their designated area where teachers will take attendance of all scholars that are present. Scholars may not mingle around the area or speak with scholars from a different class during an evacuation. Scholars must be present with their assigned class and teacher at all times.

Harassment and Bullying

RePublic High School prohibits the harassment, intimidation and bullying of a scholar by another scholar. It is expected that no forms of mental, physical, sexual and/or verbal abuse and harassment toward another person will take place. If a scholar observes an incident involving harassment, it is his/her responsibility to report the incident to a staff member. Anyone reporting an incident has the right to have his/her identity remain anonymous. We encourage our scholars and families to come to us and share their concerns and we commit to maintaining anonymity to the extent that we can control the spread of information. However, if a scholar or family feels uncomfortable reporting directly to a school staff member, this anonymous medium is available. Scholars may also report an incident of harassment by submitting an anonymous harassment or bullying report online at www.republichighschool.org.

Any negative or dispiriting expressions about members of the RePublic High School community, or that negatively impacts the community, found on the Internet (including any and all social networking sites) will result in standard penalties for bullying and disrespect. We emphasize excellent behavior on searchable databases not only because public forums increase the impact of negative behavior, but also because it is now common for potential employers, scholarship committees, and college representatives to use the Internet to research applicants. It is unacceptable for RePublic High School scholars to jeopardize future opportunities in this fashion.

Bullying, disrespect, violence, or inappropriate behavior is unacceptable at all times. An issue between scholars that originated outside of the school will be treated as an internal situation if the issue manifests itself in anyway at school. For example, if a scholar is disrespectful to another scholar through the use of a

Twitter account and the issue arises at school, RePublic High School reserves the right to treat this issue with concern, assign consequences for issues at school, and address all occurrences of disrespect or inappropriate behavior according to our school regulations. This means that inappropriate language (threats and any other material considered inappropriate for school) will be assigned consequences.

Lost and Found

The school will keep a small lost and found box near the main office. Parents/guardians/families may come in any day between 7:00 am and 4:45 pm to search the Lost and Found. At the end of every Quarter, items left in the box may be donated to a local charity.

Scholar Belongings

Scholars who disrupt class for any reason are violating school rules. This rule applies to scholars' personal possessions as well. Items including, but not limited to, toys, portable electronic devices, and cell phones are not allowed in classrooms and must be kept in lockers, except when being used during breakfast or lunch in the cafeteria. Scholars who violate this rule will have their item(s) confiscated for a period of time. Repeated violations of this policy may result in indefinite confiscation irrespective of any costs or fees scholars and/or their families may incur as a result. Skateboards, roller blades, skates, or scooters are not to be ridden on school property. If so, they will be confiscated.

Scholar Entrepreneurs

Scholars may not sell anything on school property without the written permission of the Assistant Principal – Culture or Principal. In addition, scholars may not collect money or materials for their own purposes or for an organization to which they belong outside of school without written permission from the Assistant Principal of Culture or Principal.

Scholar Searches

School officials (anyone the school designates) may perform random searches of scholars when they enter campus.

RePublic High School follows Metro Nashville Public Schools policy⁵ on search and seizures, which states:

“The following procedures apply to the search of lockers, other areas of school property assigned or accessible to students for the holding or storage of property, packages and containers brought onto school property by students and visitors. Lockers and other storage areas are the property of the Metropolitan Nashville Public Schools and are subject to search. The search will be conducted by the principal or his/her designee in the presence of an adult witness.

- There should be reasonable suspicion* for school authorities to investigate that the student(s) or visitor(s) possess(es) an item, the possession of which constitutes a crime or school rule violation.
- If circumstances in a particular school dictate, either a general or random search of lockers or other school property accessible to students may be conducted.
- A notice will be posted at all schools that lockers and other storage areas, containers, and packages brought into the school by students or visitors are subject to search for drugs, drug paraphernalia, and weapons.

⁵ “Metropolitan Nashville Public Schools Student-Family Handbook.” June 2014. Web. 29 May 2015.

The following procedures apply to the search of students’ or visitors’ vehicles located or parked on school property. The search will be conducted by the school principal or his/her designee in the presence of an adult witness.

- There should be reasonable suspicion* for school authorities to investigate that the vehicle contains weapons, drugs, drug paraphernalia, or other illicit items.
- If circumstances dictate, either a general or random search of vehicles may be conducted.
- A notice will be posted at all school properties indicating that vehicles located or parked on school property are subject to search.

The following procedures apply to the search of a student for items in the student’s immediate possession. The search will be conducted by the principal or his/her designee in the presence of an adult witness.

- The search will be conducted in private and in the presence of an adult witness. Situations where there is an immediate threat to the safety and welfare of students and staff, and in the school official’s judgment the immediate control of the student and item(s) which are subject of the search is necessary, a search may be conducted in a non-private setting and without an adult witness, provided all of the requirements of reasonableness above are met.

The following procedures apply to item(s) discovered and/or seized in the course of searches conducted on school facilities. Any item reasonably felt to necessitate criminal prosecution will be turned over to the appropriate law enforcement officials.

- School authorities may seize any item reasonably felt to be a threat to the safety of others or is used to disrupt or interfere with the educational process.

NOTE: State law permits school officials to make use of metal detectors or other devices, as well as dogs trained to detect drugs or weapons, to assist in the discovery of weapons and drugs on school properties. Any contraband (such as knives, night sticks, gang-related paraphernalia, etc.) confiscated during searches or turned in to school staff will be stored at Metro School’s Security Office for 60 days. After 60 days, unclaimed items will be discarded or destroyed.”

Technology

Norms	<ul style="list-style-type: none"> ▪ Students use technology and the Internet only to support learning during class. ▪ Students are responsible for their technology. <ul style="list-style-type: none"> ○ Broken technology that is reasonably suspected to be a result of carelessness or intentional acts will result in consequences and financial responsibility over damages incurred. ▪ Students exhibit respect while using technology.
General Procedures/Rules	<ul style="list-style-type: none"> ▪ Every student must have a working pair of headphones for use at school. ▪ Chromebooks are to be charged overnight (at home or at school) and during lunch (i.e. computers are not used during lunch). ▪ Keep food and drink separate from Chromebooks at all times. ▪ Chromebooks can be taken off campus only when permission is granted by parent/guardian and approval is logged and on file.
Independent Study	<ul style="list-style-type: none"> ▪ All technology and websites are used to support the learning process (i.e. listening to music is OK. Playing Angry Birds is not).

Advisory	<ul style="list-style-type: none"> ▪ Chromebooks are only to be used in support of advisory activities only when directed by a teacher.
Chromebooks off campus	<ul style="list-style-type: none"> ▪ If Chromebook is left at RePublic High School: <ul style="list-style-type: none"> ○ pick up computer upon arrival. ○ plug-in computer before leaving. ▪ If Chromebook is taken home: <ul style="list-style-type: none"> ○ Charge computer overnight ○ Follow all tech norms while at home ○ If a Chromebook is forgotten at home: <ul style="list-style-type: none"> ▪ student will earn consequences for not being prepared. ▪ Chromebook must be brought to the students before they can return to class.

Chromebook Distribution: Student and parent/guardian must return their signed Chromebook Agreement, Handbook Receipt, Media Release, and Free and Reduced Lunch Form in order to receive a chromebook. Students will not receive a chromebook unless these forms are entirely filled out. This information influences many important school events and initiatives including the cost of AP testing, lunch cost, and the school newsletter.

Chromebook & Internet Use: At RePublic High School, we believe that every student should be able to learn at the time and place that is right for them. Every student will receive a Chromebook to use for the entire year and will have internet access at school. It is important that we take care of our school by taking care of our Chromebooks.

Students will only be allowed to bring Chromebooks outside of the building once we have a signed Technology Use Agreement from families. Students and families may be financially responsible for the damage or loss of Chromebooks when they are within their care.

RePublic High School staff will regularly monitor internet usage and physical condition of computer. If the internet is used inappropriately, at home or at school, scholars will face severe consequences, including but not limited to suspension. Scholars may also have their technology privileges temporarily or permanently suspended at any time at discretion of the Assistant Principal of Culture or Principal.

Chromebook Care: You will have the same Chromebook all year: please take care of it.

- Keep your Chromebook charged by charging it at break and lunch. We cannot use it to learn and grow if it isn't charged.
- Be careful with your Chromebook. They are fragile, so don't sit on them, knock them against anything, leave them alone, or do anything that might cause them to break.
- You cannot put stickers on your Chromebook or mark your Chromebook in any other way.
- Don't remove the serial number. It's permanently stored on the computer's hard disk anyway. Removing the serial number just makes repairs more expensive for our school.
- Never leave a Chromebook out of your supervision.

Technology Use: You will have internet access at school. Please use it responsibly to support your growth and learning.

- Read your email! Your teachers will use it to send you messages. Students are expected to reply to emails within one school day, unless a different deadline is stated.
- All schools filter internet access. If you find that something you need to use to learn is blocked, let a teacher know.
- As required by law, internet access may be monitored.
- Technology is to help you learn and grow everyday. Do not use your internet connection for anything inappropriate or illegal.
- Use technology responsibly: do not harm, bully, threaten or make fun of other scholars or anyone else on the computer. This is just as serious as threats or bullying off of the computer.
- Do not use your computer to distract others. Do not send or reply to mass emails.

Transportation

The school bus will depart campus at 2:50 each day. Scholars must comply with the Scholar Code of Conduct while traveling on a school bus to and from their homes or school-sponsored activities. If a scholar commits an infraction covered in the Scholar Code of Conduct on a school bus or at the school bus stop, the school bus driver/monitor will notify the principal or designee who will require the completion of the “The School Bus Behavior Report”. Based on the severity of the consequence, the principal or dean’s discretion for consequences include regular school-based consequences, as well as bus suspension or bus expulsion and/or assigned seating. If a child is suspended from the bus, it is then the parent/guardian’s responsibility to ensure that the child gets to school on time.

Any scholars who take the MTA or walk from school to home are expected to follow all school expectations during this transition, as they would be on a school bus and may held accountable to the consequences outlined in the Scholar Code of Conduct or referred to law enforcement. Respect for fellow riders, abiding by traffic rules, respecting pedestrians, and treating neighborhood homes and businesses with respect en route to and from home is an important expectation of all scholars.

RePublic High School supervises dismissal from classes at the end of the school day and encourages all scholars to go directly home. The school is not responsible for scholars that choose not to board the afternoon school bus and leave campus for an unknown destination or for scholars that ride the bus but do not report straight home once they are dropped off.

Any scholars that drive their own vehicles to school may park in the student parking lot. Scholars may not go to their cars during school hours. Scholars are expected to follow all state traffic laws and to drive with caution on campus. Scholar vehicles are subject to search once on campus (see procedures for scholar searches).

Families are responsible for their child’s transportation if and when that child is required for academic or behavioral reasons to stay late at school and/or not ride the bus. This includes detention. See “Detention” section in the code of conduct for information about when scholars can serve detention. It is not RePublic High School’s policy to provide rides in personal vehicles to or from school.

RHS Dress Code Policy

For the 2017-18 school year, we will NOT require families to purchase uniforms or wear specific colors. Scholars may choose appropriate clothing while following these guidelines.

- We want RHS to be a safe and positive learning environment where students are focused on high academic achievement. In order to assure our school is safe and focused on learning outcomes students should choose to wear clothing to school that is safe, clean, and allows them and those around them to focus on learning.
- Together we have much to do to assure that all of our students have the opportunity and ability to attend a college of their choice. Our time and energy must be focused on creating these academic opportunities and reimagining education. We believe our roles as educators is to quickly inform and correct students whose outfit does not meet our dress code so that they may return their focus to learning and make better choices in the future. We believe that making responsible choices and learning from mistakes is part of the learning process.

Student Guidelines for Dress Code

Before putting on an outfit for the day we ask each of our students to ask the following questions:

- Is what I am wearing SAFE?
 - Could anything on my clothes reasonably be used as a weapon to injury someone else?
 - Would someone feel threatened by my clothes or accessories?
- Is what I am wearing CLEAN looking?
 - Are there hole/rips or undersized clothes revealing parts of my body to others?
 - Am I wearing something that I would more likely wear to the beach than a job?
 - Would an important member of my family be embarrassed by my clothing choice?
 - Am I wearing a hat or head covering for accessory that would not be regularly worn in professional setting and is not part of my religious ritual?
- Is what I am wearing allowing me to FOCUS on learning?
 - Am I covered enough to keep warm in our often cold classrooms?
 - Will I be self-conscious today about people looking at me for reasons not related to my character or the content of my speech?
 - Am I trying to get attention from others with my clothing?
- Is what I am wearing allowing others to FOCUS on learning?
 - Is there a message on my shirt that might be considered demeaning to people from a specific race, religion, gender, or sexual orientation?
 - Is there a symbol on my shirt that promotes violence, drug/alcohol use?

If after asking these questions you are unsure of the appropriateness of your dress then you should not waste your time overthinking it. Do one the following:

1. Don't wear the clothing in question to school.
2. If it is really important to you that you wear the item of clothing then reach out to advisor or leadership team member with a picture before wearing the item to school.

We all have so much to do to get you prepared for college and beyond. It is best if we can keep our focus on learning rather than on clothing choices.

Compliance

School leadership and teachers will use positive reinforcement to obtain compliance with the school dress code guidelines. Here are some sample conversations you can expect to happen anytime you fail to meet our dress code guidelines:

Teacher: Your shirt has holes in it and is not clean looking. Put a shirt or jacket over it. That is a deduction. Let's choose a more professional looking shirt tomorrow.

Student: Will do. Thanks.

OR

Teacher: Your jacket could be considered demeaning to women. Remove your jacket and put it in your locker. That is a deduction. Let's make better decisions moving forward about the message your clothing sends.

Student: I understand.

OR

Teacher: The length of those shorts could cause others to lose focus on learning. Go to the Culture Office and grab a pair of pants that you can wear today and return at the end of the school day. That is a deduction. Be back in 5 minutes so you can continue with your work in class. Remember that your clothing choices can impact others.

Student: I didn't mean to cause a distraction. No problem.

If a student fails to comply with the dress code expectations of teachers or leaders and fails to correct the problem quickly then:

First Compliance Offense

- A student whose clothing or accessories violate the Standard[AR4] Attire policy may be removed from class with a chance to correct and return to class.
- Such correction may include use of school-provided clothing, if available, until the end of the school day. If such correction is not obtained, the student may be removed to in-school suspension either for the remainder of the day or until a parent or designee brings an acceptable change of clothing to the school.
- The infraction will be communicated to the parent or guardian.

Second Compliance Offense

- Up to one day of in-school suspension.
- The infraction will be communicated to the parent or guardian.

Third Compliance Offense

- Up to one day in-school suspension or an "overnight[AR9]" or "provisional" out-of-school suspension. This one-day, out-of-school suspension can be waived if parents accompany the student to the school the following morning for a conference with the principal or his/her designee.
- The infraction will be communicated to the parent or guardian.

Standard School Attire Exemption

RePublic High School will provide reasonable accommodation to students whose proven religious belief, medical condition or disability requires special clothing.

To Request an Accommodation:

- Parents must obtain a copy of an exemption[AR10] form from RePublic High School. The exemption form must be completed by the parent/guardian[AR11] and returned to the school.
- The principal of the school will review the exemption request. The parent will be notified in writing or over the phone of the status of the request within 10 days[AR12] .
- To appeal a principal's decision, the parent may request a meeting with the principal. Based on the outcome of that meeting, the principal will notify the parent in writing within five (5) days[AR13] .

District or campus personnel will not discriminate against any student who has been exempted from the mandatory use of Standard School Attire because of objections based on bona fide religious, medical or disability needs.

Non-Discrimination Policy

RePublic High School as a matter of policy provides educational opportunities without regard to race, creed, color, national origin, religion, gender, sexual orientation, gender identity or expression, marital status, disability, or age. In addition, RePublic Schools does not permit or condone discrimination based on race, creed, color, national origin, religion, marital status, gender, sexual orientation, gender identity or expression, physical disability, or age in employment matters or assignment in programs or services provided.

If you wish to discuss the regulations governing these policies, or wish to discuss a concern or file a grievance, please contact Abigail Rockey, Regional Director, at arockey@republiccharterschools.org (215-285-4622).

Grievance Procedure

Any student or employee who believes that RePublic Schools has acted in violation of the law or its charter may file a complaint with the Principal. This could include any act of harassment or discrimination because of race, color, origin, sex, disability, or sexual orientation. If the Principal is the person who is alleged to have caused the violation, the complaint may be filed with the Chair of the Board of Directors. The party responsible for investigating the complaint (the Principal or the Board Chair) will be referred to moving forward as the "Grievance Administrator."

Contents of the Complaint: Complaints under this Grievance Procedure must be filed within thirty (30) school days of the alleged offense. The complaint must be in writing. The Principal, or any person of the grievant's choosing, may assist the grievant with the filing of the complaint. The written complaint must include the following information:

- The name of the grievant and the name of the school;
- The name of the grievant's representative, if any;
- The name of the person(s) alleged to have caused the violation;
- A description, with as much detail as possible, of the alleged incident;
- The date(s) of the alleged incident; and
- The name of all persons who have knowledge about the alleged incident.

Investigation and Resolution of Complaint: Respondents will be informed of the charges as the Grievance Administrator deems appropriate based upon the nature of the allegations, the investigation required, and the action contemplated.

The Grievance Administrator will interview witnesses whom s/he deems necessary and appropriate to determine the facts relevant to the complaint, and will gather other relevant information. Such interviews and information gathering will be completed within fifteen (15) school days of receiving the complaint.

Within twenty (20) school days of receiving the complaint, the Grievance Administrator will submit a written report of the findings and proposed resolution. In the event that a resolution involves disciplinary action against an employee or a student, the grievant will not be informed of such disciplinary action, unless it directly involves the grievant.

All timelines specified above will be implemented as specified, unless the nature of the investigation or exigent circumstances prevent such implementation, in which case, the matter will be completed as quickly as possible. If the timelines are not met, the reason(s) for not meeting them should be clearly documented.

Confidentiality of grievant/respondents and witnesses will be maintained to the extent consistent with RePublic Schools' obligations relating to the investigation of complaints and the due process rights of the individual affected.

Appeals: If the grievant is not satisfied with the outcome, the grievant may submit an appeal to the Board of Directors by contacting the Chair of the Board.

The Board of Directors will issue a written response to the appeal to the grievant within thirty (30) days of receiving the appeal.