



LAWRENCE COUNTY SCHOOL SYSTEM

PARENT / STUDENT

HANDBOOK



WWW.LCSS.US

**MICHAEL
ADKINS, Ed. S.**

Greetings from the Lawrence County School System!

On behalf of the Lawrence County Board of Education and our nearly 1,100 dedicated staff members, thank you for entrusting your children to our care. Each employee of LCSS takes this responsibility as seriously as they would for their own families.

Since the pandemic, LCSS has made significant academic progress and initiated impactful capital improvement projects throughout Lawrence County. We are grateful for the continued support of the Lawrence County Commission, under the leadership of County Executive David Morgan and the Committee Chairs, as we work together to provide a quality education from Pre-K through graduation.

While change is inevitable, our commitment to providing a top-tier education remains constant. Serving nearly 6,800 students, with almost 3,000 using our bus services daily and about 7,500 meals served each day, LCSS is dedicated to academic excellence and making a difference in the lives of our students.

As Director of Schools, I assure you that significant efforts, resources, and planning have been dedicated to offering the best educational opportunities possible for the children of Lawrence County. During and after COVID-19, historic federal funding was allocated to our school system, and I believe the Board has invested these funds in ways that directly benefit our students, faculty, and parents. I look forward to sharing data that supports this belief. In the meantime, here are some of the accomplishments achieved by the dedicated men and women of LCSS over the past few years:

- Five LCSS schools were recognized by the Department of Education as Reward Schools: SLS, LHS, DCES, EES, SES!

- LCSS ranks in the top 50 percentile for academic achievement and growth among the 147 districts in Tennessee.
- Within the South Central Core Region, comprising 12 counties and 15 systems, LCSS is in the top 25% for academic and student achievement.
- LCSS continued funding high dosage low ratio tutoring to students when state funding ended.
- Additional instructional leaders were established to assist teachers with daily instructional hurdles as curriculum improvements were implemented.
- LCSS is one of 67 districts in the state recognized as a Best for All District.
- We are a Read 360 District.
- LCSS boasts high participation rates in TCAP.
- We are among the top districts in the state for graduation rates.
- LCSS leads in CTE and Industry Certification, with 925 students earning certifications in various fields of study.
- System-wide facility improvements have been made.
- A new middle school has been created in Summertown.
- School-based therapists and social workers have been established to meet the needs of LCSS.
A future administrator program has been created.
- Interventionist positions in the lower grades have been introduced to address academic needs.

The Lawrence County Student-Parent District Handbook is designed to provide easy access to important policies and procedures of LCSS. Each school has a Student-Parent Handbook outlining expectations for student conduct. Please take a moment to read both the school and district handbooks and discuss the relevant sections with your child. LCSS believes that each member of our community, including parents and students, can make a difference in the life of a child.

Thank you again for entrusting your child to the dedicated staff of the Lawrence County School System.

Sincerely,

Mr. Michael Adkins, Ed. S.
Director of Schools

ACKNOWLEDGEMENT OF POLICIES

This handbook contains rules and information regarding your child’s school and the Lawrence County School System including:

- Specific policies and procedural guidelines related to the policies
- Notification of Title VI, Title IX, Section 504, and FERPA laws
- Tennessee State Department of Education’s listing of organizational/advocacy groups
- The School Calendar and Strategic Plan

Director’s Letter	Title I Information
School Calendar	State & National Assessment Information
Strategic Plan	School Choice Option
Bus Rules	Section 504 Services Information
Unsafe School Choice - Bully Tip Line Info	Equal Opportunity Educational Act
Title II & Title IX Information	FERPA, IDEA & Special Education Info
Limited English Proficiency Program	Juvenile Offender Act
Homebound Services	Parent-Student-School Compact
Parents Rights to Know ESSA Provisions	

1.802	Section 504 and ADA Grievance Procedures	6.305	Student Concerns, Complaints and Grievances
1.803	Tobacco Free Schools	6.307	Drug Free Schools
4.205	Enrollment in College Level Courses	6.308	Bus Conduct
4.206	Special Programs (Homebound)	6.309	Dangerous Instruments & Zero Tolerance Offenses
4.401a	Lending Equipment	6.310	Student Dress Code
4.406	Use of the Internet	6.311	Care of School Property
4.502	Parental Involvement / Title I	6.312	Use of Personal Communication Devices
4.600	Grading System 9 – 12	6.314	Corporal Punishment
4.6001	Grades K– 8 Grading System	6.315	Detention
4.602	Class Ranking	6.316	Suspension / Expulsion or Remand
4.603	Promotion and Retention Policy	6.317	Student Disciplinary Hearing Authority
4.605	Graduation Requirements	6.318	Admission of Suspended or Expelled Student
4.700	Testing Programs	6.3131	Threats of Violence by Students
5.104	Non-Discrimination Title VI	6.405	Medications
6.200	Student Attendance	6.4081	Safe Relocation of Students
6.300	Code of Behavior and Discipline	6.601	Student Annual Notification of Rights
6.303	Interrogations and Searches	6.604	Media Access
6.304	Student Discrimination/Harassment & Bullying/Intimidation & Cyber-Bullying		

Lawrence County Schools 2025-2026

Board Approved 10/17/24

Public Calendar

Semester 1: 85 days
Semester 2: 90 days
Total Days: 175 days

Semester 1 First Day for Students Aug 4

Semester 2 First Day for Students Jan 5

Last Day for Students May 22

PT Conference (3:00-6:00)

October 13; March 23

Abbreviated Days

December 19; April 2; May 22

Holidays/Breaks

August 29- No School for Students
Sept. 1 - Labor Day
Sept. 26- Fair Day
Sept. 29-Oct 3 Fall Break
Oct. 13- No School for Students
Nov. 11- Veterans Day
Nov. 24-28- Thanksgiving Break
December 22-January 2 Christmas Break
Jan. 19 - MLK Day
Feb. 16 - Presidents' Day
Feb. 17- No School for Students
March 9-13 Spring Break
March 23- No School for Students
April 3 - Good Friday
May 25 -Memorial Day

Graduation ceremonies

SHS- May 14 @6:00
LHS- May 14 @ 8:00
LCHS- May 15 @7:00
JCBC- May 16 @ 12:00

Grading Period Dates

1st Grading Period- August 4-September 25 (37 days)
2nd Grading Period- October 6-December 19 (48 days)
3rd Grading Period- January 5- March 6 (42 days)
4th Grading Period- March 16 -May 22 (48 days)

August 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	28	29	30	31	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						19

January 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				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
						19

September 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	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				18

February 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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
						18

October 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			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	
						19

March 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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				
						5/11

November 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						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						14

April 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			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		
						21

December 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	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			
						15

May 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					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						16



UNITED STATES DEPARTMENT OF EDUCATION
STUDENT PRIVACY POLICY OFFICE

SPPO-21-04

A Parent Guide to the Family Educational Rights and Privacy Act (FERPA)

Other than statutory and regulatory requirements included in the document, the contents of this guidance do not have the force and effect of law and are not meant to bind the public. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

The Family Educational Rights and Privacy Act or FERPA (20 U.S.C. § 1232g; 34 CFR Part 99) provides certain rights for parents regarding their children’s education records. FERPA gives these rights to custodial and noncustodial parents alike, unless there is a court order, legally binding document, or State law that specifically provides to the contrary. When a student reaches 18 years of age or attends an institution of postsecondary education at any age, he or she becomes an “eligible student,” and all rights under FERPA transfer from the parent to the student. Given the target audience for this document is parents, this guide is intended to discuss parents’ rights under FERPA. Under FERPA, the term “parent” means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or a guardian. A companion document discussing eligible students’ rights under FERPA is available on our website at <https://studentprivacy.ed.gov/resources/ferpa-general-guidance-students>.

FERPA is a Federal law that is administered by the Student Privacy Policy Office (SPPO) in the U.S. Department of Education (Department). FERPA protects “education records,” which are generally defined as records that are directly related to a student and maintained by an educational agency or institution or by a party acting for the agency or institution. An “educational agency or institution,” herein after referred to as a “school,” generally means a school district, a public elementary or secondary school, or an institution of postsecondary education such as a college or university. There are also a few exceptions to the definition of education records, such as law enforcement unit records and sole possession records. More information is available at <https://studentprivacy.ed.gov/faq/what-records-are-exempted-ferpa>.

FERPA applies to schools that receive funding under any program administered by the Department. Private and faith-based schools at the elementary and secondary levels generally do not receive such funding and are, therefore, generally not subject to FERPA. In addition, the confidentiality of personally identifiable information (PII) in the education records of children with disabilities is further protected by Part B of the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. 1417(c) and 34 CFR §§ 300.610-300.626). These regulations contain confidentiality provisions that are similar to, but broader than, FERPA. The IDEA-FERPA crosswalk contains additional information comparing IDEA and FERPA and is available at <https://studentprivacy.ed.gov/resources/ferpaidea-cross-walk>.

The rights provided by FERPA to a parent include, but are not limited to:

- **Access to Education Records**

Under FERPA, a school or State educational agency (SEA) must provide a parent with an opportunity to inspect and review their child's education records within a reasonable period of time, but not more than 45 calendar days following receipt of a request. A school or SEA is generally not required to provide *copies* of the education records unless circumstances effectively prevent the parent from exercising the right to inspect and review the education records. For example, if a parent who does not live within commuting distance of their child's school requests that the school provide access to his or her child's education records, the school would be required to make other arrangements for the parent to inspect and review the requested records, or to provide a copy of the requested records.

- **Amendment of Education Records**

Under FERPA, a parent has the right to seek amendment or correction of their child's education records that the parent believes to be inaccurate, misleading, or in violation of the child's rights of privacy. However, while a school is not required to amend an education record in accordance with a parent's request, a school is required to consider the request for amendment, to inform the parent of its decision, and, if the request is denied, to advise the parent of his or her right to a hearing on the matter. If, as a result of the hearing, a school decides not to amend the education records, then the parent has the right to insert a statement in the record commenting on the contested information or stating why the parent disagrees with the decision, or both. That statement must remain with the contested part of the education record for as long as the record is maintained and be included whenever the contested part is disclosed.

While a parent has the right to seek to amend non-substantive factual errors in the student's education records, the right is not unlimited, and a school is not required by FERPA to afford a parent the right to seek to change substantive decisions made by school officials, such as substantive decisions made in the context of grades given to a student based on their performance, other evaluations of the student's performance, or disciplinary decisions. These substantive decisions also include evaluations of whether a student has a disability and is eligible for special education and related services, disagreements about the content of a student's Individualized Education Program (IEP), or the student's educational placement under Part B of IDEA. While under FERPA a parent may seek amendment to correct a non-substantive factual error in an IEP, a parent should utilize the Part B of IDEA dispute resolution procedures (State complaints, mediation, or due process hearing procedures) to resolve disputes with a school regarding substantive matters. Each State has resources to help parents to participate effectively in their children's education and development. State contact information is available at <https://sites.ed.gov/idea/contacts/#state>.

- **Disclosure of Education Records**

Under FERPA, a school generally may not disclose PII from a student's education records to a third party unless the student's parent has provided prior written consent. However,

there are a number of exceptions to FERPA’s general consent requirement, some of which are described below. Under these exceptions, schools are *permitted* to disclose PII from education records without consent, but they are not *required* to do so by FERPA.

School Official

FERPA allows “school officials,” including teachers, within the school to obtain access to PII from education records without consent, provided that the school has determined the officials have a “legitimate educational interest” in the information. The school’s annual notification of rights under FERPA must specify the criteria for determining who constitutes a “school official” and what the school considers to be a “legitimate educational interest.” Typically, a school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Also, under the “school officials” exception to the consent requirement, FERPA permits a school to disclose education records to contractors (e.g., software/application vendors, lawyers), consultants (e.g., nutritional or information technology consultants), volunteers (e.g., home room parent volunteers, field trip chaperones, student volunteers), or other third parties to whom the school has outsourced institutional services or functions, provided that the outside party:

1. Performs an institutional service or function for which the school would otherwise use employees;
2. Is under the direct control of the school with respect to the use and maintenance of education records;
3. Is subject to the requirements in FERPA that PII from education records may be used only for the purposes for which the disclosure was made, and which govern the redisclosure of PII from education records; and
4. Meets the criteria specified in the school’s annual notification of FERPA rights for being a school official with a legitimate educational interest in the education records.

More information regarding the use of school volunteers and FERPA is available at <https://studentprivacy.ed.gov/training/school-volunteers-and-ferpa>.

Seeks or Intends to Enroll

Another exception to FERPA’s general consent requirement permits a school to disclose PII from a student’s education records, without consent, to another school in which the student seeks or intends to enroll, or where the student is already enrolled, as long as the purpose of the disclosure is related to the student’s enrollment or transfer. A school that discloses education records under this exception must make a reasonable attempt to notify the parent of the disclosure, unless the disclosure is initiated by the parent, or the school’s annual notification of rights under FERPA includes a notice that it forwards education records to other schools that have requested the records and in which the student seeks or intends to enroll or is already enrolled, as long as the disclosure is for purposes related to the student’s enrollment or transfer. A school that discloses education records under this exception also must provide the parent, upon request, a copy of the records that were

disclosed or, upon request, an opportunity for a hearing to amend the records that were disclosed. Under this exception, a school has the discretion to disclose academic, disciplinary, or any other PII from the student's education records to the new school. Further, a parent does not, under FERPA, have the right to prevent a school from disclosing such PII from the student's education records, or from communicating information about a student more generally, to the school in which the student seeks or intends to enroll.

Directory Information

FERPA also permits a school to disclose PII from a student's education records, without consent, when such information has been appropriately designated as "directory information" and the parent has not opted out of the disclosure of such designated information. The FERPA regulations define directory information as information in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information may include information such as the student's name, address, telephone number, email address, photograph, date and place of birth, major field of study, grade level, enrollment status (e.g., undergraduate or graduate, full-time or part-time), dates of attendance (i.e., the period of time during which the student attends or attended the school), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent school attended. FERPA provides that a school may disclose, without consent, directory information if the school has given public notice to parents of the types of PII that it has designated as directory information and the process, including period of time, for parents to opt out of certain directory information disclosures. This notice is often included in the annual notification discussed below. For more information regarding directory information, visit <https://studentprivacy.ed.gov/training/b-cs-student-directory-information>.

Dependent Student

FERPA provides ways in which a school may share education records on an eligible student with their parents. Schools may, but are not required to, disclose any and all education records to parents, without the consent of the eligible student, if the student is a "dependent student," as that term is defined in Section 152 of the Internal Revenue Code. Generally, if either parent has claimed the student as a dependent on the parent's most recent income tax return, a school may disclose the student's education records to either parent, without the eligible student's consent.

This exception to FERPA's general consent rule also permits institutions of postsecondary education to share information with parents of students who are enrolled in both a high school and a college or university (dually enrolled). In this situation, the parents retain the rights over the student's education records maintained by the high school, if the student is under the age of 18 years, and the student retains the rights over the education records maintained by the college or university.

Other Exceptions

Provided certain conditions are met that are not included in the summary below, other exceptions to FERPA's general consent requirement that would permit the disclosure of PII from education records include, but are not limited to, the following:

- To authorized representatives of, among others, State and local educational authorities, such as a State department of education, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs
- To a representative of a State or local child welfare agency or Tribal organization regarding a child in foster care
- To State and local officials or authorities pursuant to a State statute concerning the juvenile justice system and the system's ability to effectively serve the student whose records are being disclosed
- To organizations conducting studies for, or on behalf of, the school for specified purposes including improving instruction
- To comply with a judicial order or a lawfully issued subpoena
- In connection with a health or safety emergency

Annual Notification of FERPA Rights

Under FERPA, a school must annually notify parents of their rights under FERPA. There are separate annual notifications and other rights under IDEA. The FERPA annual notification must include information regarding a parent's right to inspect and review his or her child's education records, the right to seek to amend the records, the right to consent to disclosure of PII from the records (except in certain circumstances), and the right to file a complaint with SPPO regarding an alleged failure by a school to comply with FERPA. The notification must also inform parents of the school's criteria for the terms "school official" and "legitimate educational interest" in certain instances. A school is not required to notify parents individually, but rather is required to provide the notice by any means that are reasonably likely to inform parents of their rights. These means could include publication in a school activities calendar, newsletter, student handbook, or on a school's website.

Complaints of Alleged Violations with FERPA

Parents who believe that their FERPA rights may have been violated may file a complaint with SPPO at <https://studentprivacy.ed.gov/file-a-complaint>. SPPO will review the complaint to ensure the complaint:

- Is filed, in writing, by a parent who maintains FERPA rights over the education records that are the subject of the complaint;
- Is submitted to SPPO within 180 days of the date of the alleged violation or of the date that the parent knew or reasonably should have known of the alleged violation; and
- Contains specific allegations of fact giving reasonable cause to believe that a violation of FERPA has occurred.

SPPO will then make a case-by-case determination to determine the best mechanism for resolving the underlying situation. Sometimes the action will be a formal investigation; for other complaints, consistent with the statute and applicable regulations, we will take other appropriate actions, such as acting as an intermediary or providing resolution assistance. More information regarding our complaint process is available at <https://studentprivacy.ed.gov/file-a-complaint>.

Additional Information

For more information regarding FERPA and other student privacy issues, please visit our website at <https://studentprivacy.ed.gov>.

If you have questions about FERPA that are not addressed here, you may also submit a question through our website at <https://studentprivacy.ed.gov/contact> or write to SPPO for additional guidance at the following address:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8520



UNITED STATES DEPARTMENT OF EDUCATION

STUDENT PRIVACY POLICY OFFICE

SPPO-21-01

Protection of Pupil Rights Amendment (PPRA)

Other than statutory and regulatory requirements included in the document, the contents of this guidance do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

Rights of Parents under PPRA

PPRA (20 U.S.C. § 1232h, 34 CFR Part 98) affords parents of students certain rights regarding, among other things, participation in surveys, the collection and use of information for marketing purposes, and certain physical exams. These include, but are not limited to, the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following eight protected areas (protected information survey) if the survey is funded as part of a program administered by the U.S. Department of Education (Department) (applicable program) –
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged or analogous relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or student’s parent; or
 8. Income, other than as required by law to determine program eligibility.
- *Receive notice* and an opportunity to *opt a student out* of –
 1. Any protected information survey administered or distributed to a student by a local educational agency that is a recipient of funds under an applicable program (LEA) if the protected information survey is either not funded as part of a program administered by the Department or is funded as part of a program administered by the Department but to which a student is not required to submit;
 2. Any non-emergency, invasive physical examination or screening required by an LEA as a condition of attendance; administered by the school and scheduled by the school in advance; and, that is not necessary to protect the immediate health and safety of a student, with some exceptions; and
 3. Activities of an LEA involving collection, disclosure, or use of personal information collected from students for the purpose of marketing or sale (or to otherwise distribute such information to others for that purpose), with some exceptions.

- *Inspect*, upon request –
 1. Protected information surveys and surveys created by a third party, before the administration or distribution by an LEA of the surveys to a student;
 2. Any instrument used by an LEA to collect personal information for the purpose of marketing or sale (or otherwise distributing such information for that purpose), before the instrument is administered or distributed to a student, with some exceptions; and
 3. Instructional material, excluding academic tests or academic assessments, used by an LEA as part of the educational curriculum for a student.

These rights transfer from the parents to the student when the student turns 18 years old or becomes an emancipated minor under applicable State law.

Requirements of LEAs under PPRA

LEAs are required to develop and adopt policies, in consultation with parents, to address the protection of student privacy and parents' rights under PPRA, including those discussed above. In addition, LEAs must directly notify parents of these policies at least annually, at the start of each school year, and within a reasonable period after any substantive change to the policies.

LEAs must also directly notify, such as through U.S. Mail or email, parents of students who are scheduled or expected to be scheduled to participate in any of the activities or surveys listed below and must provide an opportunity for parents to opt their child out of participation. LEAs must make this notification to parents at least annually at the beginning of the school year, and this notification must include the specific or approximate dates when the activities or surveys are scheduled or expected to be scheduled. For activities or surveys that are scheduled after the school year starts, LEAs must provide parents with reasonable notification and an opportunity to review, as well as an opportunity to opt their child out. These activities and surveys involve:

- Collection, disclosure, or use of personal information collected from students for the purpose of marketing or sale (or otherwise distributing such information to others for that purpose), with some exceptions;
- Administration or distribution to a student of any protected information survey not funded as part of a program administered by the Department or funded as part of a program administered by the Department but to which students are not required to submit; and
- Certain non-emergency, invasive physical examinations or screenings, as described above.

Parents who seek additional resources on student privacy under PPRA may visit the Department's Student Privacy Policy Office website at <https://studentprivacy.ed.gov/>. Parents who believe their PPRA rights have been violated may file a complaint online by selecting the PPRA complaint form option at <https://studentprivacy.ed.gov/file-a-complaint> or by mailing the form to the following address:

Student Privacy Policy Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202

Textbook Agreement

By completing Parent Forms Acknowledgement, as a parent/guardian of an LCSS student, I hereby agree that I will be responsible for all textbooks and/or equipment used by my child. I hereby further agree that I will reimburse the Lawrence County Board of Education for the value of any book(s), book(s) on CD, calculator(s) and/or other equipment that are badly damaged, destroyed, or misplaced, which my child has used.

****If you are not in agreement with the conditions for textbook replacement and do not agree to abide by the LCSS Textbook Agreement, a written notification should be provided to the principal at your child's school.**

Survey Agreement

By completing Parent Forms Acknowledgement, as a parent/guardian of an LCSS student, I hereby agree that my child may participate in the Safe and Supportive, TN Together, and Youth Risk Behavior Surveys.

****If you are not in agreement with your child participating in surveys, a written notification should be provided to the principal at your child's school. The surveys may be viewed by clicking the following links.**

<https://www.tn.gov/education/health-and-safety/school-climate.html>

<https://www.dropbox.com/s/5f1y2ffdsrvgp9z/1%20-%20Tennessee%20Together%20Student%20Survey%202018-19%20-%20Do%20Not%20Copy.pdf?dl=0>

https://www.cdc.gov/healthyyouth/data/yrbs/pdf/2019/2019_YRBS-Standard-HS-Questionnaire.pdf

Health Screening Agreement

By completing Parent Forms Acknowledgement, as a parent/guardian of an LCSS student, I hereby agree that my child may participate in the free school health screenings.

****If you are not in agreement with your child receiving the free health screenings, a written notification should be provided to the principal at your child's school.**

Behavioral Screening Agreement (SRSS)

By completing Parent Forms Acknowledgement, as a parent/guardian of an LCSS student, I hereby agree that my child may participate in the SRSS behavioral health screenings.

****If you are not in agreement with your child receiving the screenings, a written notification should be provided to the principal at your child's school.****

Permission to Publish Student Work/Photographs

From time to time it might be appropriate for student work or projects to be published in newspapers, electronically, etc. No personal information about the student will be published with his or her work. Names will be first name only (with an initial for last name when two or more students in the same class have the same first name).

Should a student's work be chosen for publication, completion of the Parent Forms Acknowledgement provides permission for such work to be published, which can be accessed on the World Wide Web.

Also understand that photographs of a student either individually or in a group setting may be electronically displayed on the school home page or in our local newspaper.

By completing Parent Forms Acknowledgement, as a parent/guardian of an LCSS student, I release the Lawrence County School Board of Education from any liability resulting from or connected with student publications and/or photographs on the internet/local newspaper.

****If you are not in agreement with your child's work and/or photograph being published, a written notification should be provided to the principal at your child's school.**

VACCINE INFORMATION STATEMENT

Influenza (Flu) Vaccine (Inactivated or Recombinant): What you need to know

Many Vaccine Information Statements are available in Spanish and other languages. See www.immunize.org/vis
Hojas de información sobre vacunas están disponibles en español y en muchos otros idiomas. Visite www.immunize.org/vis

1 Why get vaccinated?

Influenza vaccine can prevent influenza (flu).

Flu is a contagious disease that spreads around the United States every year, usually between October and May. Anyone can get the flu, but it is more dangerous for some people. Infants and young children, people 65 years of age and older, pregnant women, and people with certain health conditions or a weakened immune system are at greatest risk of flu complications.

Pneumonia, bronchitis, sinus infections and ear infections are examples of flu-related complications. If you have a medical condition, such as heart disease, cancer or diabetes, flu can make it worse.

Flu can cause fever and chills, sore throat, muscle aches, fatigue, cough, headache, and runny or stuffy nose. Some people may have vomiting and diarrhea, though this is more common in children than adults.

Each year thousands of people in the United States die from flu, and many more are hospitalized. Flu vaccine prevents millions of illnesses and flu-related visits to the doctor each year.

2 Influenza vaccine

CDC recommends everyone 6 months of age and older get vaccinated every flu season. Children 6 months through 8 years of age may need 2 doses during a single flu season. Everyone else needs only 1 dose each flu season.

It takes about 2 weeks for protection to develop after vaccination.

There are many flu viruses, and they are always changing. Each year a new flu vaccine is made to protect against three or four viruses that are likely to cause disease in the upcoming flu season. Even when the vaccine doesn't exactly match these viruses, it may still provide some protection.

Influenza vaccine does not cause flu.

Influenza vaccine may be given at the same time as other vaccines.

3 Talk with your health care provider

Tell your vaccine provider if the person getting the vaccine:

- Has had an allergic reaction after a previous dose of influenza vaccine, or has any severe, life-threatening allergies.
Has ever had Guillain-Barré Syndrome (also called GBS).

In some cases, your health care provider may decide to postpone influenza vaccination to a future visit.

People with minor illnesses, such as a cold, may be vaccinated. People who are moderately or severely ill should usually wait until they recover before getting influenza vaccine.

Your health care provider can give you more information.



4 Risks of a vaccine reaction

- Soreness, redness, and swelling where shot is given, fever, muscle aches, and headache can happen after influenza vaccine.
- There may be a very small increased risk of Guillain-Barré Syndrome (GBS) after inactivated influenza vaccine (the flu shot).

Young children who get the flu shot along with pneumococcal vaccine (PCV13), and/or DTaP vaccine at the same time might be slightly more likely to have a seizure caused by fever. Tell your health care provider if a child who is getting flu vaccine has ever had a seizure.

People sometimes faint after medical procedures, including vaccination. Tell your provider if you feel dizzy or have vision changes or ringing in the ears.

As with any medicine, there is a very remote chance of a vaccine causing a severe allergic reaction, other serious injury, or death.

5 What if there is a serious problem?

An allergic reaction could occur after the vaccinated person leaves the clinic. If you see signs of a severe allergic reaction (hives, swelling of the face and throat, difficulty breathing, a fast heartbeat, dizziness, or weakness), call 9-1-1 and get the person to the nearest hospital.

For other signs that concern you, call your health care provider.

Adverse reactions should be reported to the Vaccine Adverse Event Reporting System (VAERS). Your health care provider will usually file this report, or you can do it yourself. Visit the VAERS website at www.vaers.hhs.gov or call 1-800-822-7967. *VAERS is only for reporting reactions, and VAERS staff do not give medical advice.*

6 The National Vaccine Injury Compensation Program

The National Vaccine Injury Compensation Program (VICP) is a federal program that was created to compensate people who may have been injured by certain vaccines. Visit the VICP website at www.hrsa.gov/vaccinecompensation or call 1-800-338-2382 to learn about the program and about filing a claim. There is a time limit to file a claim for compensation.

7 How can I learn more?

- Ask your healthcare provider.
- Call your local or state health department.
- Contact the Centers for Disease Control and Prevention (CDC):
 - Call 1-800-232-4636 (1-800-CDC-INFO) or
 - Visit CDC's www.cdc.gov/flu



Office use only

VACCINE INFORMATION STATEMENT

Meningococcal ACWY Vaccine: What You Need to Know

Many Vaccine Information Statements are available in Spanish and other languages. See www.immunize.org/vis

Hojas de información sobre vacunas están disponibles en español y en muchos otros idiomas. Visite www.immunize.org/vis

1 Why get vaccinated?

Meningococcal ACWY vaccine can help protect against **meningococcal disease** caused by serogroups A, C, W, and Y. A different meningococcal vaccine is available that can help protect against serogroup B.

Meningococcal disease can cause meningitis (infection of the lining of the brain and spinal cord) and infections of the blood. Even when it is treated, meningococcal disease kills 10 to 15 infected people out of 100. And of those who survive, about 10 to 20 out of every 100 will suffer disabilities such as hearing loss, brain damage, kidney damage, loss of limbs, nervous system problems, or severe scars from skin grafts.

Anyone can get meningococcal disease but certain people are at increased risk, including:

- Infants younger than one year old
- Adolescents and young adults 16 through 23 years old
- People with certain medical conditions that affect the immune system
- Microbiologists who routinely work with isolates of *N. meningitidis*, the bacteria that cause meningococcal disease
- People at risk because of an outbreak in their community

2 Meningococcal ACWY vaccine

Adolescents need 2 doses of a meningococcal ACWY vaccine:

- First dose: 11 or 12 year of age
- Second (booster) dose: 16 years of age

In addition to routine vaccination for adolescents, meningococcal ACWY vaccine is also recommended for **certain groups of people:**

- People at risk because of a serogroup A, C, W, or Y meningococcal disease outbreak
- People with HIV
- Anyone whose spleen is damaged or has been removed, including people with sickle cell disease
- Anyone with a rare immune system condition called “persistent complement component deficiency”
- Anyone taking a type of drug called a complement inhibitor, such as eculizumab (also called Soliris®) or ravulizumab (also called Ultomiris®)
- Microbiologists who routinely work with isolates of *N. meningitidis*
- Anyone traveling to, or living in, a part of the world where meningococcal disease is common, such as parts of Africa
- College freshmen living in residence halls
- U.S. military recruits

3 Talk with your health care provider

Tell your vaccine provider if the person getting the vaccine:

- Has had an **allergic reaction after a previous dose of meningococcal ACWY vaccine**, or has any **severe, life-threatening allergies.**

In some cases, your health care provider may decide to postpone meningococcal ACWY vaccination to a future visit.

Not much is known about the risks of this vaccine for a pregnant woman or breastfeeding mother. However, pregnancy or breastfeeding are not reasons to avoid meningococcal ACWY vaccination. A pregnant or breastfeeding woman should be vaccinated if otherwise indicated.



People with minor illnesses, such as a cold, may be vaccinated. People who are moderately or severely ill should usually wait until they recover before getting meningococcal ACWY vaccine.

Your health care provider can give you more information.

4 Risks of a vaccine reaction

- Redness or soreness where the shot is given can happen after meningococcal ACWY vaccine.
- A small percentage of people who receive meningococcal ACWY vaccine experience muscle or joint pains.

People sometimes faint after medical procedures, including vaccination. Tell your provider if you feel dizzy or have vision changes or ringing in the ears.

As with any medicine, there is a very remote chance of a vaccine causing a severe allergic reaction, other serious injury, or death.

5 What if there is a serious problem?

An allergic reaction could occur after the vaccinated person leaves the clinic. If you see signs of a severe allergic reaction (hives, swelling of the face and throat, difficulty breathing, a fast heartbeat, dizziness, or weakness), call 9-1-1 and get the person to the nearest hospital.

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 - Visit CDC's www.cdc.gov/vaccines



Office use only

Internet Consent

The Lawrence County Schools' network system is being developed to support the school's educational responsibilities and mission. The specific conditions and services being offered may change from time to time. The LCSS makes no warranties with respect to Internet service or content. Further, students and parents/guardians should be aware the LCSS does not have control of the information on the Internet, nor can it provide barriers to account holders accessing the full range of information available. Other sites accessible via the Internet may contain material that is illegal, defamatory, inaccurate or potentially offensive to some people. Similarly, while the LCSS supports the privacy of electronic mail, account users must assume that this cannot be guaranteed.

The LCSS believes that the benefits to educators and students from access to the Internet, in the form of information resources and opportunities for collaboration, far exceed any disadvantages of access.

STUDENT

As a student in the LCSS, I have read, understand and will abide by the LCSS's Use of the Internet Policy. I further understand that violation of the policy statement is unethical and may constitute a school offense. Should I commit any violation of the policy, I understand my privileges may be suspended, revoked, and/or other disciplinary action may be taken. By completing Parent Forms Acknowledgement, as a student of the LCSS, I agree to the conditions for Internet use and agree to abide by the Lawrence County Schools Internet Policy.

PARENT OR GUARDIAN

As a parent/guardian of an LCSS student, I understand that internet access is designed for educational purposes. I give permission for my child to use the Internet while at school. I realize that it is impossible for the Lawrence County School System to restrict access to controversial materials. Therefore, I will not hold the school system responsible for materials acquired on the network. Further, I accept full responsibility for supervision when my child's use is not in a school setting.

By completing Parent Forms Acknowledgement, as a parent/guardian of the LCSS, I agree to the conditions for Internet use and agree to abide by the Lawrence County Schools Internet Policy. I give permission for the Lawrence County School System to create/maintain a G Suite for Education account for my child and for Google to collect, use, and disclose information about my child only for the purposes described in the Google terms of service at https://gsuite.google.com/terms/education_privacy.html .

****If you are not in agreement with the conditions for Internet use and do not agree to abide by the LCSS Internet Policy, a written notification should be provided to the principal at your child's school.**

LAWRENCE COUNTY
SCHOOL  SYSTEM



Chromebook

Student / Parent Handbook
and
Acceptable Use Policy

LCSS Technology Department

Effective July 1, 2015
Rev. 04/12/2023

Lawrence County School System Chromebook Program

Overview

Lawrence County School System's One-to-One Initiative:

Our global society and the digital age have transformed education by providing students with powerful digital tools and virtual learning opportunities that connect students to the world's learning resources. These tools expand student learning networks through online research, rich learning activities, and real-world applications. Technology supports the acquisition of enduring and conceptual understandings that will enable students to build foundational knowledge and make connections that deepen their comprehension.

Lawrence County School System (LCSS), in an effort to ensure students are equipped with the tools, skills, and knowledge necessary to maximize this potential, has initiated a one-to-one program—student to computing device—which will provide Chromebooks for individual student use that is integral to curriculum and lead to achievements beyond what can be accomplished with traditional print resources. Legal title to the Chromebook belongs to the Lawrence County School System. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this agreement and Lawrence County School System Acceptable Use policy.

The goals of this initiative are to:

- provide students with the technology necessary to facilitate optimal learning opportunities whether on campus or at home and expand the personal boundaries of what they can accomplish,
- increase efficient use of technology in the classroom and out of the classroom,
- assist teachers in individualizing and differentiating instruction as well as shifting the responsibility of learning to students,
- promote collaboration and increase student engagement while building capacity for students and teachers to share best practices in their school and around the world, and
- assist students in developing the skills and acquiring the knowledge needed for a successful future beyond high school.

Expectations

Students will bring the Chromebook to school every day.

The LCSS Chromebooks are being provided to enhance the educational experience at LCSS. If a student forgets the LCSS Chromebook, he/she will be unable to participate fully in that day's activities in the classroom. We do not have enough Chromebooks to loan them out to students who forget theirs at home. If a student forgets their Chromebook at home, they will not have it for the day. All work assigned and completed on the Chromebook is the responsibility of the student.

Students will charge the Chromebook nightly and will begin each day with a fully charged battery.

The LCSS Chromebook needs to be fully charged for each day as there will be limited capability for students to charge it during the school day due to space and electrical constraints. Students should be careful when plugging in the power cord. The Chromebook should be charged in a location which is both secure and safe so no damage will be accidentally done to the Chromebook when it is charging.

Students will not leave the Chromebook unattended.

When not in the student's possession, the Chromebook should be in a secure, locked environment. Unattended Chromebooks found at school will be collected and stored in the school's office. Do not lend your Chromebook to another person (except a sibling in the same household who is attending an LCSS school). Each Chromebook is assigned to an individual and the responsibility for the care of the Chromebook rests solely with that individual.

Students will keep the Chromebook secure and safe when carrying or transporting.

Carefully transport your Chromebook to school every day in the district provided case. Avoid placing weight on the Chromebook. Never throw or slide a Chromebook. Never expose a Chromebook to long-term temperature extremes or direct sunlight. Please do not store a Chromebook in a vehicle.

Students will only use the LCSS Chromebook when in a location which is free from food, liquid, and debris that could damage the device and which provides a flat surface on which to operate.

Students should not use the LCSS Chromebook in an area where food and drink are present. Spilling any sort of food or drink on the Chromebook could permanently damage it. The Chromebook should only be used on a flat surface where it will not fall to the ground or damage the screen. Pets and siblings can also damage the Chromebook. Care should be taken to always have the Chromebook in an environment where it can be operated safely. Chromebooks should not be placed on top of soft items like pillows or blankets which could cause the Chromebook to overheat.

Students should not slam or push on the lid, or set objects/books on top of the Chromebook.

Screen damage is the #1 cause of damage for Chromebooks. The Chromebook is an electronic device; handle it with care. Never throw a book bag that contains a Chromebook. Never place a Chromebook in a book bag that contains food, liquids, heavy, or sharp objects. Avoid using any sharp object on the Chromebook. The Chromebook screen is glass and is vulnerable to cracking. Never place heavy objects on top of the Chromebook and never drop your Chromebook. Careful placement in your backpack is important. The Chromebook can be cleaned with a soft, slightly water-dampened, lint-free cloth. Avoid applying liquids to the Chromebook. Avoid getting moisture in the openings. Do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean the Chromebook.

Students will make the LCSS Chromebook available for inspection by an administrator, teacher, or staff member upon request. Students understand that the LCSS Chromebook and its contents can be monitored by LCSS staff when students are signed on to the LCSS network.

The Chromebook is the property of Lawrence County Schools and as a result may be seized and reviewed at any time. The student should have NO expectation of privacy of materials found on a Chromebook. The LCSS Chromebooks are the property of LCSS and are being loaned to the students for educational purposes. At any time, an LCSS staff member can inspect a student's Chromebook. Students will return the Chromebook to LCSS prior to withdrawing or leaving LCSS for summer vacation or changing admission status to homeschool/Pioneer School.

Students will use appropriate and respectful language in all communications, and will abide by all LCSS school policies while using the Chromebook, both at school and at home.

Any behavior, materials, or communications involving the Chromebook that are deemed inappropriate by an LCSS staff member may result in disciplinary action regardless of whether they took place or were received at school or away from school.

Students will abide by all copyright laws.

Copyrighted material is protected by law. Any use of copyrighted material should be appropriately noted in any school work. Please check with a teacher if you have any questions about using copyrighted material or how to give credit for use of any copyrighted material.

Students will use the LCSS Chromebook for educational purposes.

All LCSS Chromebooks must be used in support of the educational program of LCSS. This access may be revoked at any time for abusive or inappropriate conduct related to the use of the Chromebook. Failure to comply with the LCSS policies or the guidelines stated in this document for care and use of the Chromebook may result in the loss of privilege to take the Chromebook home or use of the Chromebook in general. Attempting to bypass the filter at

school/home or using the Chromebook for non-educational purposes while at school is prohibited. At home, it is the responsibility of the parents or guardians to ensure that the Chromebooks are being used in accordance with this policy.

Students will not use or harm another student's Chromebook. Students will not loan the LCSS Chromebook assigned to them to others (except for siblings enrolled in LCSS). Students will not use or attempt to use another student's or a LCSS staff member's subscriptions, logins, files, or personal information.

The LCSS Chromebook is assigned to one student for educational purposes and should not be loaned to others (except siblings enrolled in LCSS). Passwords and logins should also remain confidential with the individual students. Any material on the LCSS Chromebook obtained with their login or password is the responsibility of the student.

Students will not give out personal information, such as name, address, photo, or other identifying information on the Internet, nor will students misidentify themselves during online communication in an attempt to avoid detection for any misbehavior or rules violation.

Giving out personal information on the Internet can be dangerous. Students should never misidentify themselves or reveal their age on the LCSS Chromebooks. Students should not share files except for school related projects or assignments.

Students will not change the configuration of the LCSS Chromebook, including the network and security settings.

Policy settings are pre-configured on all LCSS Chromebooks and are managed by the LCSS Technology Department. Any attempt to bypass these preconfigured settings is prohibited. Students will log into the LCSS Chromebook ONLY with their school assigned Google Apps for Education user account. Students may not log into the LCSS Chromebook using a non-LCSS assigned account. Already-installed software and settings will not be altered or deleted.

Students will not deface or otherwise decorate the LCSS Chromebook.

Students are expected to treat the LCSS Chromebooks with care and respect. The Chromebooks are the property of LCSS and are not to be defaced by any student. This includes pen marks, stickers, marring the surface, picking at the keys, glitter, etc.

Students must abide by parental guidelines when traveling with or using the LCSS Chromebook at locations other than LCSS.

We are relying on parents/guardians to be the best judges of where and how their child may use the LCSS Chromebook. It is the parents who bear the financial responsibility for any damage or loss of the Chromebook in excess of the insurance policy obtained by the district.

Students will not attempt to repair, alter, or make additions to the LCSS Chromebook.

If any repairs need to be made, the student should return the LCSS Chromebook to a designated location within their school. Depending on the condition of the Chromebook and the repair needed, there may be a loaner Chromebook given until the assigned Chromebook is repaired. No attempts should be made to fix the Chromebook except as supervised by an LCSS Technology Department member. Unauthorized repairs to the Chromebook can invalidate its warranty.

Students should not leave the Chromebook in their lockers or other school storage areas overnight, and (at the discretion of each school) students may need to agree to bring the Chromebook back and forth between school and home on a daily basis.

The school does not have the space to store and charge all of the Chromebooks each night. Furthermore, there may be people using the facility after school hours, and the Chromebooks cannot be guaranteed secure at LCSS each night.

Students will report all problems and damage immediately to a LCSS staff member. Students will not attempt to remove asset or identification names on the Chromebook. Students will report loss/theft of the LCSS Chromebook to their parents/guardians, LCSS Administration, and proper authorities within 24 hours.

Each Chromebook has a unique identification number and at no time should the numbers or labels be modified or removed. Do not attempt to gain access to the internal electronics or repair your Chromebook. If your Chromebook fails to work or is damaged, report the problem to an LCSS staff member (i.e. the teacher) as soon as possible. Chromebook repair/replacement options will be determined by the LCSS Technology Department. You may be issued a temporary Chromebook until your Chromebook is working properly or replaced. If the Chromebook is experiencing technical difficulties outside of school hours, please email chromebookhelp@lcss.us to report your issue. We will attempt to fix or replace broken/damaged Chromebooks within 24 hours.

If a student or parent is having issues accessing their accounts or utilizing any of the software programs once "logged in," please email your teacher as soon as possible to get assistance.

If the Chromebook is lost, a replacement fee will be assessed. If the Chromebook is accidentally damaged, it will be covered by the insurance policy obtained by the district. All Chromebooks must be returned at the end of each school year. Students who leave LCSS during the school year must return the Chromebook to their building's main office, along with all other accessories, at the time they leave. Device and accessory replacement costs are as follows:

Chromebook only: \$379 for non-touch; \$457 for touch

Charger / Power Adapter: \$39

Protective Bag: \$28

Entire Chromebook package: \$450

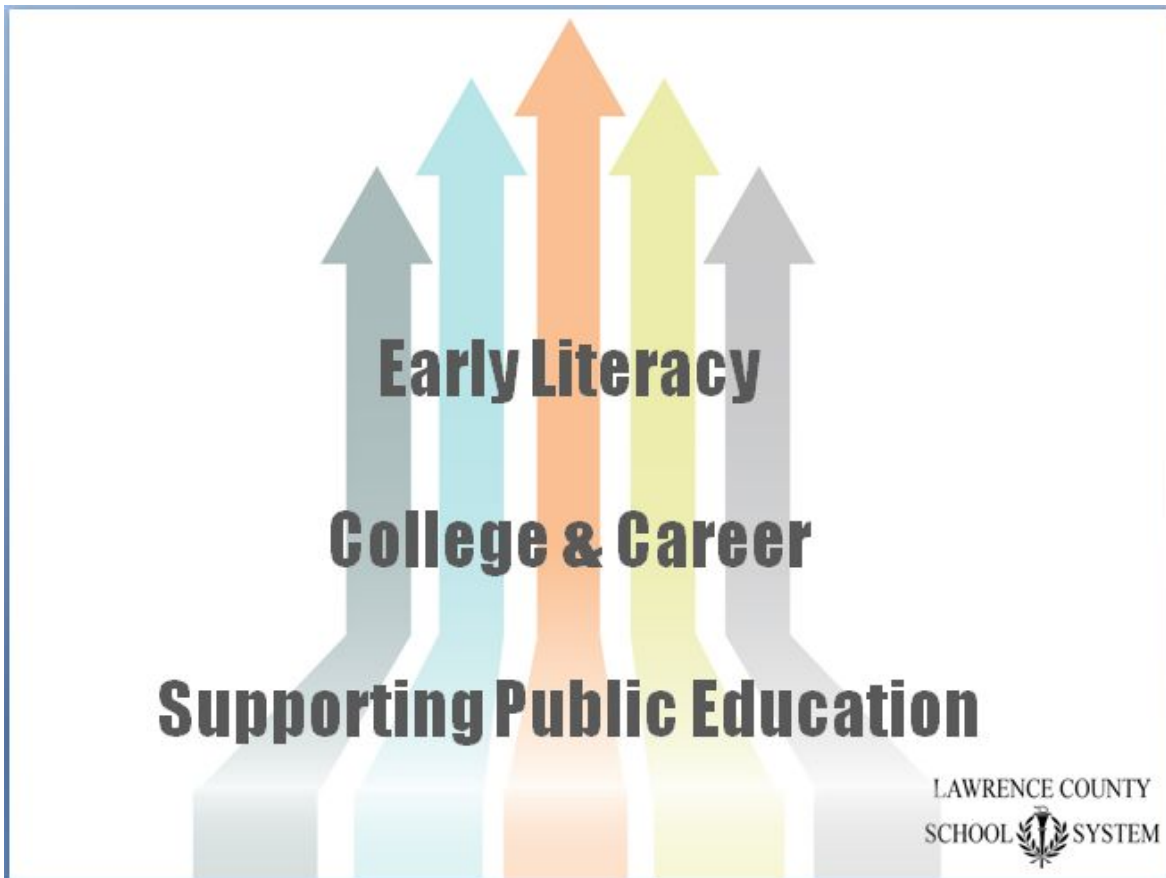
If a student damages her/his assigned Chromebook MORE THAN ONCE, regardless of circumstances, there will be a \$25 fee for repair PER INCIDENT. (The only exception will be a faulty battery or a software issue.)

If a Chromebook is stolen, the student / teacher to whom the Chromebook is issued will be responsible for requesting a police report from the school's SRO. If the report is deemed valid by the SRO, the replacement fee may be waived and the device covered by the district's Chromebook warranty policy.

THE PARENT/GUARDIAN WILL ACCEPT FULL FINANCIAL RESPONSIBILITY FOR THE ACTIONS OF THE STUDENT USING THE DEVICE. Chromebook fees will be assessed and collected by the individual schools, and collected funds will be sent to the LCSS Chief Financial Officer within two (2) business days of collection. In addition, individual schools will be responsible for reporting assessed and collected fees to the LCSS Technology Department for auditing purposes.

The student will use the Chromebook Camera & Microphone for approved use only. The Chromebook comes equipped with audio and video recording capabilities through a built-in microphone and camera. All electronic recordings created with the device must comply with school policies and State and Federal laws. Users of the Chromebook device are required to use the device in a manner that complies with these and other LCSS policies. Use of the Chromebook in a manner that violates LCSS policy may result in revocation of the device and may result in further disciplinary consequences. Use of the Chromebook and any other devices with audio and video recording capabilities during instructional time is at the discretion of the teacher and the student must obtain prior approval to use the device for such purposes. Any electronic recordings obtained with the recording device are for instructional/educational purposes. Therefore, electronic recordings obtained with the Chromebook may not be shared, published or rebroadcast for any reason by the student without permission. Furthermore, users of the Chromebook should be aware that State and Federal laws in many instances prohibit secret or surreptitious recording undertaken without the knowledge and consent of the person or persons being recorded. Violations of State and Federal recording laws may be reported to the proper authorities and may result in criminal prosecution.

District Strategic Plan



Early Literacy

90% Reading on Grade Level by 3rd Grade
Read to be Ready
K-2 Training
RtI² Continues to Close Gaps in Learning

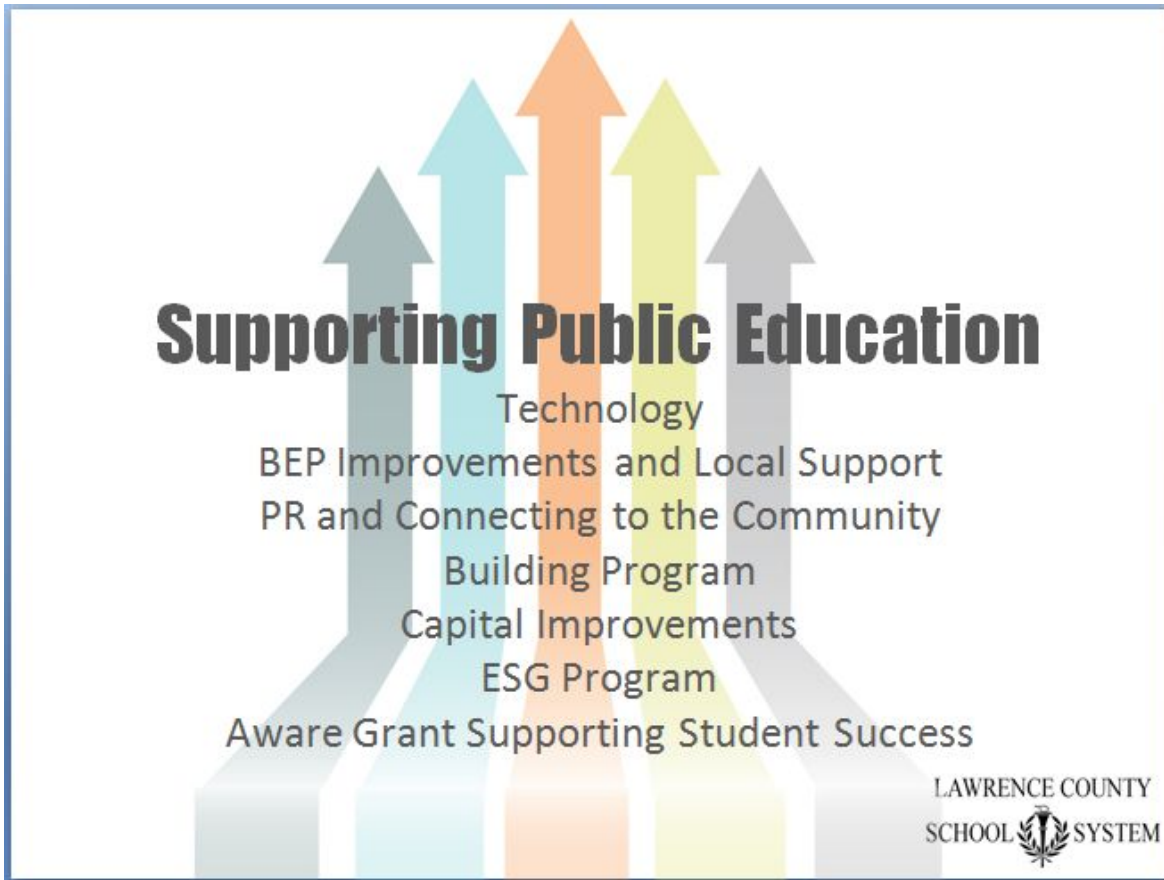
LAWRENCE COUNTY
SCHOOL SYSTEM

District Strategic Plan (Continued)

College and Career Ready

Graduation Rate
ACT Focus
CTE & Early Post Secondary Opportunities
Early College
Middle School Model 6-8
Job Skills Readiness
RTI² Behavior

LAWRENCE COUNTY
SCHOOL SYSTEM



Bus Rules for Lawrence County Schools

The following rules and regulations ensure the safest, most enjoyable and efficient transportation for our children.

- Students must be at the bus stop 5 minutes before the scheduled arrival time and wait in an orderly manner for the bus to come to a complete stop. If it is necessary to cross the street or roadway, students must wait until the driver signals.
- Students should enter and exit the bus single file.
- Students must wait until the bus comes to a complete stop before getting out of their seats in preparation for exiting.
- Students cannot exit from the emergency door unless directed by the driver to do so.
- Students cannot board or exit at any alternate location without a bus note from the school office. No exceptions will be made except in the case of a true emergency.

Overrides can only be made by a school administrator or supervisor.

- Standing is not permitted on a moving bus.
- The bus driver will assign seats as necessary to ensure safety and order.
- Shouting, vulgar language or gestures are not permitted.
- Students will remain seated facing the front of the bus with feet on the floor.
- All trash shall be placed in the trash can provided on the bus.
- Eating and drinking is not permitted on the bus.
- Tobacco, drugs, alcohol, animals, knives, matches, and firearms are not permitted.
- Absolute quiet is required at all railroad crossings.
- Students should obey the driver and respond to his/her directions promptly.
- Eye contact must be made with an adult before a Pre-K student is allowed to exit the bus.
- A change in destination for a child cannot be made after 2:30 P.M.

Unsafe School Choice

Under the Tennessee State Board of Education's Unsafe School Choice Policy, any public school student who is the victim of a violent crime as defined under Tennessee Code Annotated 40-38-111(g), or the attempt to commit one of these offenses as defined under Tennessee Code Annotated 39-12-101, shall be provided an opportunity to transfer to another grade-level appropriate school within the district. Additional information regarding this option may be obtained from the Attendance Supervisor, Sarah Cope, at the Lawrence County Schools Central Office at 931-762-5251 ext. 108.

Tipline.lcss.us

Students and parents have the power to keep our school district safe.

The Lawrence County School System provides a 24 hour accessible tip-line that allows persons to report concerns anonymously via the internet or smartphone. Activities that need to be reported include weapons, stealing, drugs, cyber bullying, vandalism, fighting, or the need for crisis counseling. Tip-line empowers our students to be the eyes and ears of school system. Reports may be made anonymously. Tennessee Code 39-16-502 addresses the legal penalties for knowingly submitting a false report.

Title II & Title IX

The Lawrence County School System does not discriminate on the basis of race, creed, religion, national origin, age, sex, marital status, disability, or any other protected status covered by federal, state, or local laws in operation of its educational programs and in personnel administration as required by Title VI and VII of the Civil Rights Act of 1964, the Equal Pay Act of 1973, Title IX (1972 Educational Amendments), Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act.

Inquiries regarding compliance or complaints regarding compliance with Title VI or Title IX, or the

Americans with Disability Act should be directed to: Title VI and Title IX Coordinator for Lawrence County School System, Sarah Cope at 931-762-3581 (ext. 108), 700 Mahr Ave., Lawrenceburg, TN 38464. Complaints may also be filed with the Tennessee Department of Education 615-741-5158, Office for Civil Rights at 615-253-1550 and/or the United States Department of Education at 404-562-6446.

Inquiries regarding compliance or complaints regarding compliance Title II or the Americans with Disability Act should be directed to: Special Education Supervisor for Lawrence County School System at 931-762-5251 ext.120, 700 Mahr Ave., Lawrenceburg, TN 38464. Complaints may also be filed with the Tennessee Department of Education 615-741-5158, Office for Civil Rights at 615-253-1550 and/or the United States Department of Education at 404-562-6446.

Limited English Proficiency Program

Parents of a limited English proficiency student (ELL-English Language Learner) will be notified in a timely manner of the child's participation in the ELL program, details of the program, right to waive participation, and specific information on the child's level of English proficiency.

Services for Homebound

In order for a student to qualify for homebound, the parent or guardian must produce a medical diagnosis from a medical doctor (not a nurse practitioner or chiropractor), and a recommendation to not attend school for at least 11 days or more. Please contact the Lawrence County Schools Central Office for further information at 762-3581, ext. 108- Sarah Cope.

Parents Right-to-Know: Teacher and Paraprofessional ESSA Provisions **Annual Notice to Parents**

The *Every Student Succeeds Act (ESSA)* was passed by the U.S. Congress late last year and signed into law on December 10, 2015. The *ESSA* replaces the *No Child Left Behind Act (NCLB)* and is the latest reauthorization of the *Elementary and Secondary Education Act (ESEA)*.

Although *NCLB* was designed to make changes in teaching and learning in order to increase students' academic achievement, the Highly Qualified Teacher (HQT) provision under *NCLB* was eliminated from the *ESSA*. Despite this fact, all educators in Tennessee still are required to hold the appropriate state certificate/license for their given position.

Under the *ESSA*, all schools receiving Title I funds must inform parents of their right to ask schools about the professional qualifications of their child's teachers and paraprofessionals. Our schools receive Title I funding and we are happy to share this information with you upon your request.

Tennessee has some of the most qualified teachers in the country, and we are extremely proud of the quality of the teaching staff in the Lawrence County School District. All our regular teachers have college degrees and many have advanced degrees. In addition, every teacher continues learning through professional development activities and our teachers are evaluated each year to make sure their teaching skills remain at the highest possible level.

The LCSS encourages you to support your child's education and communicate with your child's teacher(s) on a regular basis. For more information on *ESSA*, and the role of parents, please visit the United States Department of Education's (USDE) website: <http://www.ed.gov/essa> or the Tennessee Department of Education, Teacher Licensing Web Site: <https://apps.tn.gov/eli-app/search.html>.

Title I Schools and School-wide Eligibility

Title I schools in which at least 40% of the students are from low-income families are eligible to Title I school-wide status. School-wide status enables the school to consolidate funds from federal, state, and local sources to upgrade the entire educational program of the school.

Report on Statewide Academic Assessment

Parents will have access to system and school report cards as developed by the State Department of Education (usually available in late fall of each year) through the web site (www.state.tn.us/education) or at the school and/or central office. Results will also be publicized through local media (newspapers and radio).

Each school receiving Title I funds will provide information to parents on the achievement level of their child on each of the state academic assessments as soon as possible after the test is taken. Assessment results will be distributed at the child's school.

National Assessment of Educational Progress

School districts, schools, and students may voluntarily participate in the National Assessment of Educational Progress. Parents of children selected to participate in any NAEP assessment will be informed before the assessment is administered that their child may be excused from participation for any reason, is not required to finish any assessment and is not required to answer any test question.

School Choice Option

Eligible parents must be notified at least 14 days prior to the start of the school year of the school choice option that applies to them.

Lawrence County Section 504 Informational Notice

Section 504 is an Act which prohibits discrimination against persons with a disability in any program receiving federal financial assistance. The Act defines a person with a disability as anyone who:

- o Has a mental or physical impairment which substantially limits one or more major life activity;
- o Has a record of such impairment;
- o Is regarded as having such impairment.

In order to fulfill its obligation under Section 504, the Lawrence County School System recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a disability will knowingly be permitted in any of the programs and practices in the school system.

The school district has specific responsibilities under the Act, which include the responsibility to identify, evaluate, and if the child is determined to be eligible under Section 504, to afford access to appropriate educational services.

If the parent or guardian disagrees with the determination made by the professional staff of the school district, he/she has a right to a hearing with an impartial hearing officer.

The Family Educational Rights and Privacy Act (FERPA) also specifies rights related to educational records. This Act gives the parent or guardian the right to:

- o Inspect and review his/her child's educational records;
- o Make copies of these records;
- o Receive a list of all individuals having access to those records;
- o Ask for an explanation of any item in the records;
- o Ask for an amendment to any report on the grounds that it is inaccurate, misleading, or violates the child's rights;
- o A hearing on the issue if the school refuses to make the amendment.

If there are questions, please feel free to contact one of your child's school administrators, or the Section 504 Coordinator, Heather Durham at 762-5251 ext. 103.

Equal Opportunity Educational Act of 1974

The Lawrence County School System provides an equal opportunity in education for everyone who attends school regardless of race, color, national origin, language, sex, religion, or disability in accordance with the Equal Opportunity Educational Act of 1974.

Family Education Rights and Privacy Act (FERPA)-Notice for Directory Information

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that the Lawrence County School System, with certain exceptions, obtain your written consent, prior to the disclosure of personally identifiable information from your child's education records. However, the Lawrence County School System may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Lawrence County School System to include this type of 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 program; and
- Sports activity sheets, such as for football, showing weight and height of team members.

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. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.¹

If you do not want the Lawrence County School System to disclose directory information from your child's education records without your prior written consent, you must notify the Lawrence County School System at 700 Mahr Avenue, Lawrenceburg, TN 38464, in writing within 3 weeks of the beginning of the school year. The Lawrence County School System has designated the following information as directory information:

- Student 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
-

¹ These laws are: Section 9528 of the ESEA (20 U.S.C. 7908) as amended by the No Child Left Behind Act of 2001 (P.L. 107 -110), the education bill, and 10 U.S.C. 503, as amended by Section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107), the legislation that provides funding for the Nation's armed forces.

IDEA

The Individuals with Disabilities Act (IDEA) ensures that all children with disabilities receive a free appropriate public education (FAPE). IDEA emphasizes special education and related services designed to meet a child's unique educational needs and preparation for employment and independent living. The Lawrence County School System is dedicated to identifying and evaluating children within their jurisdiction, ages three through twenty-one, who may be in need of special education or related services. The first step is a comprehensive evaluation conducted by certified assessment personnel. This will determine if your child has a disability and the nature of any special education services needed. The Lawrence County School system prohibits the discrimination against and/or the exclusion of any student from special education services based upon their gender, ethnicity, race, home situation, migrant condition, or economic class.

Disabilities in Special Education: Developmentally Delayed, Functionally Delayed, Intellectually Disabled, Autism, Learning Disabled, Other Health Impairment, Emotionally Disturbed, Physical Impairment, Intellectual Giftedness, Speech/Language Impairment, Visual Impairment, Hearing Impairment, Multiple Disabilities, and Traumatic Brain Injury

Many questions could be answered and much helpful information obtained from the State Department of Education by calling 1-888-212-3162 or visiting <http://www.state.tn.us/education/speced/index.htm>. You may also wish to contact your local school or the local central office. In addition to the state and local resources available to parents and children, there are many agencies and organizations that offer support, information, training, and help in advocating for persons with disabilities in Tennessee.

A few of these organizations are listed below:

The Arc of Tennessee - <http://www.thearctn.org/> 151 Athens Way, Suite 100, Nashville, TN 37228
Phone: 615.248.5878 or 1.800.835.7077 Fax: 615.248.5879 Email: pcooper@thearctn.org

Support & Training for Exceptional Parents (STEP) - <http://www.tnstep.org/> 712 Professional Plaza, Greeneville, TN 37745

West TN	Middle TN	East TN
901-756-4332	615-463-2310	423-639-2464
jeness.roth@tnstep.org	information@tnstep.org	karen.harrison@tnstep.org

Disability Law & Advocacy Center of Tennessee - <http://www.tpainc.org/> 416 21st Avenue South, Nashville, TN 37212
Phone: 1-800-287-9636 or 615-298-1080 or 615-298-2471 (TTY) or 615-298-2046 (FAX)

Tennessee Voices for Children - <http://www.tnvoices.org/main.htm>

West TN (Jackson Area)	Middle TN	East TN (Knoxville Area)
731-660-6365 phone	1315 8 th Ave South Nashville, TN	865-609-2490 phone
731-660-6372 fax	615-269-7751 phone	865-609-2543 fax
	800-670-9882 phone	
	615-269-8914 fax	
	TVC@tnvoices.org email	

These are only a few of the organizations available to help with information, training, and advocacy. For a more extensive list visit the Tennessee Disability Services -- Disability Pathfinder Database: <http://mingus.kc.vanderbilt.edu/tdir/dbsearch.asp>

On the web page, select your "county" and the "service" you desire from the drop-down lists and click "Submit." This information is provided as a service to individuals seeking additional avenues for help and information. The Department of Education does not intend this as an endorsement or recommendation for any individual, organization, or service represented on this page.

Part 7 -Juvenile Offender Act

Title 55 Motor and Other Vehicles

Chapter 10 Accidents, Arrests, Crimes and Penalties

55-10-701. Denial of driving privileges by court. -

(a) When a person, younger than eighteen (18) years of age, but thirteen (13) years of age or older, commits any offense or engages in any prohibited conduct described in this subsection (a), then at the time the person is convicted of the offense, or adjudicated a delinquent child, unruly child or status offender, the court in which the conviction or adjudication occurs shall prepare and send to the department of safety, driver control division, within five (5) working days of the conviction or adjudication, an order of denial of driving privileges for the offender. This section applies to any criminal offense, status offense, violation, infraction or other prohibited conduct involving the possession, use, sale, or consumption of any alcoholic beverage, wine or beer, or any controlled substance as defined and enumerated in title [39](#), chapter 17, part 4, or involving the possession or carrying of a weapon on school property, as defined and enumerated in § [39-17-1309](#)(b) or (c). The denial of driving privileges authorized by this section applies when the prohibited conduct occurs before the offender is eighteen (18) years of age, regardless of when a conviction or determination occurs. The department shall promulgate a form “order of denial” for use by the courts.

(b) If a court has issued an order of denial of driving privileges pursuant to this section, the court, upon motion of the offender, may review the order and may withdraw the order at any time the court deems appropriate, except as provided in the following:

(1) A court may not withdraw an order for a period of ninety (90) days after the issuance of the order if it is the first such order issued by any court with respect to the petitioning person;

(2) A court may not withdraw an order for a period of one (1) year after the issuance of the order if it is the second or subsequent such order issued by any court with respect to the petitioning person; and

(3) A court may not withdraw an order involving a violation of part 4 of this chapter, concerning the operation of a motor vehicle while intoxicated or impaired.

(c) For a motion for withdrawal under this section to be properly before a court for consideration, the local district attorney general must have received at least ten (10) days' prior notice of the motion, together with the time and place where it will be considered. The motion must be joined in by a custodial parent or legal guardian of the offender, if the offender is an unemancipated juvenile at the time the motion is made. A custodial parent or legal guardian must appear in court with the offender if the offender is an unemancipated juvenile at the time the motion is made. The motion shall state whether any prior orders of denial have been issued by any court and shall include as exhibits any prior orders of denial so issued.

(d) The local district attorney general or assistant district attorney general has the right to appear, present evidence and be heard at proceedings under this section.

[Acts 1989, ch. 64, § 2; 1990, ch. 1030, § 34; 1991, ch. 473, § 6; 1993, ch. 164, § 1; 1993, ch. 491, § 2.]