



# STUDENT HANDBOOK

2023-2024





John Overton High School  
4820 Franklin Road  
Nashville, TN 37220

Phone: (615) 333-3517



@overtonmnps



@overtonbobcats

<https://overton.mnps.org>

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# Table of Contents

<b>PRINCIPAL WELCOME.....</b>	<b>5</b>
<b>Administration Team.....</b>	<b>6</b>
<b>John Overton High School Counselors:.....</b>	<b>6</b>
<b>Overton Bell Schedules .....</b>	<b>7</b>
<b>Two Hour Delay Schedule .....</b>	<b>7</b>
<b>Half Day Schedule .....</b>	<b>8</b>
<b>Exam Schedule Day 1 .....</b>	<b>8</b>
<b>Exam Schedule Day 2 .....</b>	<b>8</b>
<b>Exam Schedule Day 3 .....</b>	<b>8</b>
<b>2023 – 2024 District Calendar.....</b>	<b>9</b>
<b>2023 – 2024 A/B Schedule.....</b>	<b>10</b>
<b>Building Maps.....</b>	<b>11</b>
<b>John Overton High School's Mission Statement .....</b>	<b>13</b>
<b>Diversity .....</b>	<b>13</b>
<b>Academies.....</b>	<b>14</b>
<b>Early Post-Secondary Opportunities (EPSOs).....</b>	<b>14</b>
<b>Clubs and Activities.....</b>	<b>15</b>
<b>School – Wide Incentive Program .....</b>	<b>15</b>
<b>Student Management System .....</b>	<b>16</b>
<b>Sown to Grow .....</b>	<b>16</b>
<b>Student Technology.....</b>	<b>17</b>
<b>Attendance .....</b>	<b>17</b>
<b>Reduced Schedule .....</b>	<b>19</b>
<b>Arrival and Dismissal.....</b>	<b>19</b>

<b>Behavior .....</b>	<b>20</b>
<b>Bullying/Harassment/Hazing .....</b>	<b>21</b>
<b>Cell Phones and Electronic Devices .....</b>	<b>21</b>
<b>Dress Code .....</b>	<b>22</b>
<b>Driving/Parking .....</b>	<b>23</b>
<b>Bus Conduct.....</b>	<b>24</b>
<b>Grades.....</b>	<b>25</b>
<b>Retake Policies.....</b>	<b>25</b>
<b>Credit Recovery on Edgenuity.....</b>	<b>26</b>
<b>Lockers .....</b>	<b>27</b>
<b>Cafeteria and Lunch.....</b>	<b>27</b>
<b>Fifteen/Fifteen (15/15) Rule .....</b>	<b>27</b>
<b>Tardy and Skipping Policy.....</b>	<b>27</b>
<i>Student Hall Passes .....</i>	<i>27</i>
<i>Hallway and Tardy Sweeps.....</i>	<i>27</i>
<i>Skippping Policy .....</i>	<i>28</i>
<i>Tardy Policy .....</i>	<i>28</i>
<b>Visitors on Campus .....</b>	<b>29</b>
<b>MNPS 2023-2024 Academic Calendar .....</b>	<b>29</b>



# PRINCIPAL WELCOME



On behalf of the Metropolitan Nashville Public Schools district and John Overton High School (JOHS), I am proud to welcome you to the 2023-2024 school year! You made the best choice to attend John Overton High School! JOHS has ranked the most diverse school in the State of Tennessee. We celebrate the diversity of our community and truly believe All B.O.B.C.A.T.S. Belong! B.O.B.C.A.T.S. are Brave, Open-Minded, Brilliant, Confident Achievers Thriving towards Success! Our Motto is simple: "EXPECT THE BEST!"

Unlike any other state school, our school offers exceptional academic and social experiences. Our beautiful 14-acre campus houses Freshman Academy and four dynamic Career Academy options for our students. Our students work with our business partners to gain real-world experiences as part of our Nationally Accredited Career Academy programs, including Information Technology, Engineering, Health Science, and Interdisciplinary Research. Students also participate in job shadows, internships, and experiential learning activities as they prepare to earn professional certifications that can count toward college credit.

As a Cambridge School, JOHS offers coursework that sets the global standard for international education and earned college credit. Combined with AP, Dual Enrollment, and Vanderbilt Science, advanced academics abounds. We also offer access to technology in every classroom and provide Bobcats with access to laptops and other online resources to support the optimal learning experience. Meanwhile, our comprehensive athletics programs, robust performing arts offerings, and extensive after-school activities and clubs balance our curriculum and give every learner a place to shine.

If you have any questions, please do not hesitate to contact us at (615) 333-5135. Our team stands ready to assist in any way possible. If I can personally be of assistance, please email me directly. You will soon discover what makes John Overton High School one of the State's finest educational options.

Best Regards,  
Dr. Kelby Garner

# Administration Team

Curriculum & Operations	Freshman Academy	Health Science Academy	AIR Academy	Engineering Academy	IT Academy
Nikki Miller-Licht, Assistant Principal	Kevin Aigbe, Academy Principal	Courtney Broome, Academy Principal	Amy Crutchfield, Academy	Dr. Madeline Jennings, Academy Principal	Seteria Watkins, Academy Principal
Beverly Singhel, Dean of Instruction & Dr. Marlowe Cross, EL Coach	Anna Huckaby, Dean of Students	Kyle Hardin, Dean of Students	April Adams, Dean of Students	Arcente Broome, Dean of Students	Kim Gaines, Dean of Students
Content Focus: New Teachers, EL, World Languages	Content Focus: Science & CTE	Content Focus: English & Exceptional Education	Content Focus: Advanced Academics, AVID, VAPA	Content Focus: Social Studies & CTE	Content Focus: Math & PE

## John Overton High School Counselors:

Ms. Danielle Thweatt – Freshman Academy

Ms. Carol Chaparro – Freshman & Engineering Academies (located in the international student center)

Ms. Amber Nelson – Health Sciences Academy

Ms. Kristie Hutchinson – IT Academy

Ms. Odetta Ellington – Engineering Academy

Mr. Steve Van Driest – Interdisciplinary Research Academy

The counseling staff maintains an informational webpage for student and parent use. Please see the [JOHS Counseling Schoolology Page](#) for help with course schedules, transcripts, and college applications.

# Overton Bell Schedules

## Normal Bell Schedule

1 <sup>st</sup> Period	7:05 – 8:21	76 minutes
Break	8:21 – 8:28	7 minutes
2 <sup>nd</sup> Period	8:28 – 9:13	45 minutes
Break	9:13 – 9:20	7 minutes
3 <sup>rd</sup> Period	9:20 – 10:36	76 minutes
Break	10:36 – 10:43	7 minutes
4 <sup>th</sup> Period *Lunch	10:43-12:43 <ul style="list-style-type: none"> <li>• A Lunch: 10:43 – 11:13</li> <li>• B Lunch: 11:13 – 11:43</li> <li>• C Lunch 11:43 – 12:13</li> <li>• D Lunch: 12:13 – 12:43</li> </ul>	90-minute class + 30-minute lunch
Break	12:43 – 12:50	7 minutes
5 <sup>th</sup> Period	12:50 – 2:05	75 minutes

## Two Hour Delay Schedule

1 <sup>st</sup> Period	9:05 – 9:43	38 minutes
Break	9:43 – 9:50	7 minutes
2 <sup>nd</sup> Period	9:50 – 10:28	38 minutes
Break	10:28-10:35	7 minutes
3 <sup>rd</sup> Period	10:35-11:13	38 minutes
Break	11:13- 11:20	7 minutes
4 <sup>th</sup> Period *Lunch	11:20-1:20	90-minute class + 30 minute lunch
Break	1:20 – 1:27	7 minutes
5 <sup>th</sup> Period	1:27 – 2:05	38 minutes

**Half Day Schedule**

1 <sup>st</sup> Period	7:05 – 7:41	36 minutes
Break	7:41 – 7:48	7 minutes
2 <sup>nd</sup> Period	7:48 – 8:24	36 minutes
Break	8:24 – 8:31	7 minutes
3 <sup>rd</sup> Period	8:31 – 9:07	36 minutes
Break	9:07 – 9:14	7 minutes
4 <sup>th</sup> Period	9:14 – 9:50	36 minutes
Break	9:50 – 9:57	7 minutes
5 <sup>th</sup> Period	9:57 – 10:35	38 minutes

**Exam Schedule Day 1**

1 <sup>st</sup> Period (1A)	7:05 – 8:10	65 minutes
Break	8:10 – 8:17	8 minutes
3 <sup>rd</sup> Period (3A)	8:17 – 9:22	65 minutes
Break	9:22 – 9:30	8 minutes
4 <sup>th</sup> Period (4A)	9:29 – 10:35	65 minutes

**Exam Schedule Day 2**

1 <sup>st</sup> Period (1B)	7:05 – 8:10	65 minutes
Break	8:10 – 8:17	8 minutes
3 <sup>rd</sup> Period (3B)	8:17 – 9:22	65 minutes
Break	9:22 – 9:30	8 minutes
4 <sup>th</sup> Period (4B)	9:29 – 10:35	65 minutes

**Exam Schedule Day 3**

2 <sup>nd</sup> Period (2A/B)	7:05 – 8:10	65 minutes
Break	8:10 – 8:17	8 minutes
5 <sup>th</sup> Period (5A)	8:17 – 9:22	65 minutes
Break	9:22 – 9:30	8 minutes
5 <sup>th</sup> Period (5B)	9:29 – 10:35	65 minutes



# 2023 – 2024 District Calendar



## 2023-2024 District Calendar

July 2023 – June 2024 (Updated 11/4/22)

July 2023						
S	M	T	W	T	F	S
						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 2023						
S	M	T	W	T	F	S
		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		

September 2023						
S	M	T	W	T	F	S
					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

October 2023						
S	M	T	W	T	F	S
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				

November 2023						
S	M	T	W	T	F	S
			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		

December 2023						
S	M	T	W	T	F	S
					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

January 2024						
S	M	T	W	T	F	S
	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			

February 2024						
S	M	T	W	T	F	S
			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		

March 2024						
S	M	T	W	T	F	S
					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

April 2024						
S	M	T	W	T	F	S
	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				

May 2024						
S	M	T	W	T	F	S
			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	

June 2024						
S	M	T	W	T	F	S
						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

### Key Dates

**FALL SEMESTER (83 student attendance days)**  
**July 4:** Independence Day observed (District closed)  
**July 10:** Assistant principals report  
**Aug. 1:** Teachers report; Teacher in-service day  
**Aug. 2:** Teacher in-service day  
**Aug. 3:** Teacher in-service and General Election day (No After-school events)  
**Aug. 4:** Teacher in-service day  
**Aug. 7:** Teacher in-service day  
**Aug. 8:** First full day for grades 1-12; Half day for Pre-K and K  
**Aug. 9:** Full day for grades 1-12; Half day for Pre-K and K  
**Aug. 10:** Full day for all grades  
**Sept. 1:** Stockpiled PD day (Students do not report)  
**Sept. 4:** Labor Day observed (District closed)  
**Sept. 5:** Progress reports issued  
**Sept. 14:** Stockpiled PD day (Students do not report) (Possible General Election Run-off)  
**Oct. 5:** First quarter ends  
**Oct. 6:** Stockpiled PD day (Students do not report)  
**Oct. 9-13:** Fall break holiday  
**Oct. 16:** Second quarter begins  
**Oct. 24:** Report cards issued  
**Oct. 27:** Parent conference day (Students do not report)  
**Nov. 10:** Veterans Day observed (District closed)  
**Nov. 14:** Progress reports issued  
**Nov. 22-24:** Thanksgiving holiday (District closed Nov. 23-24)  
**Dec. 15-19:** Half day for exams grades 9-12; Full day for Pre-K-8  
**Dec. 20:** Half day for all students; Exams grades 9-12; Second quarter ends  
**Dec. 21-Jan. 3:** Winter break holiday

**SPRING SEMESTER (90 student attendance days)**  
**Jan. 4-5:** Stockpiled PD day (Students do not report)  
**Jan. 8:** Third quarter begins  
**Jan. 15:** MLK holiday observed (District closed)  
**Jan. 16:** Report cards issued  
**Feb. 13:** Progress reports issued  
**Feb. 19:** Stockpiled PD day (Students do not report)  
**March 5:** Stockpiled PD day (Students do not report) Presidential Primary Election (Tentative)  
**March 8:** Half day for all students; Third quarter ends  
**March 11-15:** Spring break holiday  
**March 18:** Fourth quarter begins  
**March 26:** Report cards issued  
**March 29:** Spring holiday (District closed)  
**April 16:** Progress reports issued  
**May 20-22:** Half day for exams grades 9-12; Full day for PreK-8  
**May 23:** Half day for all students; Exams grades 9-12; End of school year; Report cards issued (elementary and middle schools)  
**May 24:** Teacher in-service day; Last day for teachers  
**May 27:** Memorial Day observed (District closed)  
**June 19:** Juneteenth observed (District closed)

**Potential snow make-up days:**  
 Feb. 19, March 5, May 24, 28, 29, 30, 31

7 Stockpiled PD days  
 6 Stockpiled inclement weather days

### Calendar Key

Students in school	Stockpiled professional development (PD) day (Students do not report)
Students out of school	Half day for all students
Students out of school; District closed	Half day for exams (grades 9-12 only); Half virtual day
Teacher in-service day (Students do not report)	

# 2023 – 2024 A/B Schedule

Division of Schools  
A Day / B- Day Calendar

2023 to 2024

July 2023						
S	M	T	W	T	F	S
					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 2023						
S	M	T	W	T	F	S
		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		

September 2023						
S	M	T	W	T	F	S
					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

October 2023						
S	M	T	W	T	F	S
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				

November 2023						
S	M	T	W	T	F	S
			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		

December 2023						
S	M	T	W	T	F	S
					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						

January 2024						
S	M	T	W	T	F	S
	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			

February 2024						
S	M	T	W	T	F	S
				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		

March 2024						
S	M	T	W	T	F	S
					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						

April 2024						
S	M	T	W	T	F	S
	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				

May 2024						
S	M	T	W	T	F	S
			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	

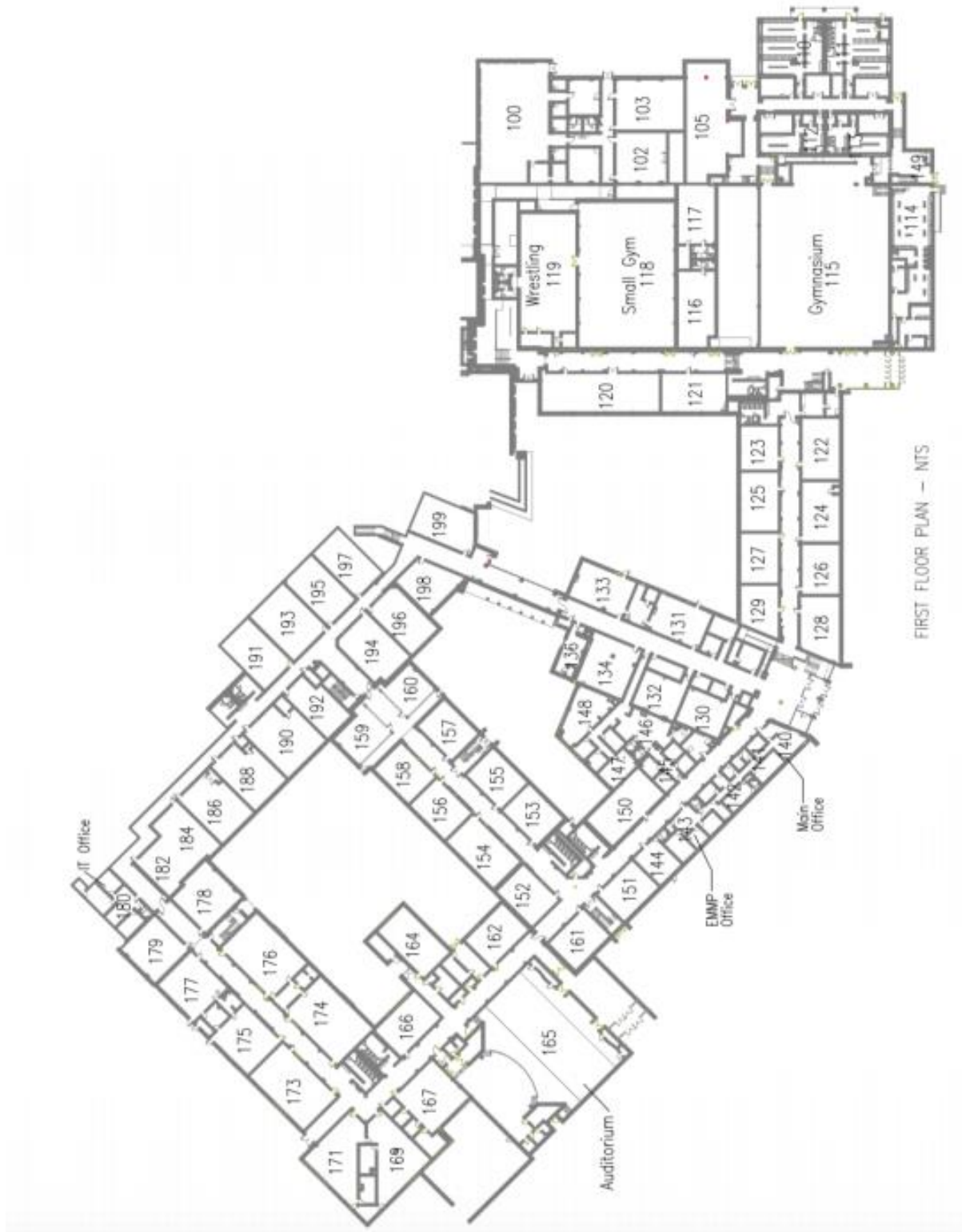
June 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Special Note: In the event the district is closed due to inclement weather, the Secondary A Day / B Day Calendar will not be updated or modified.

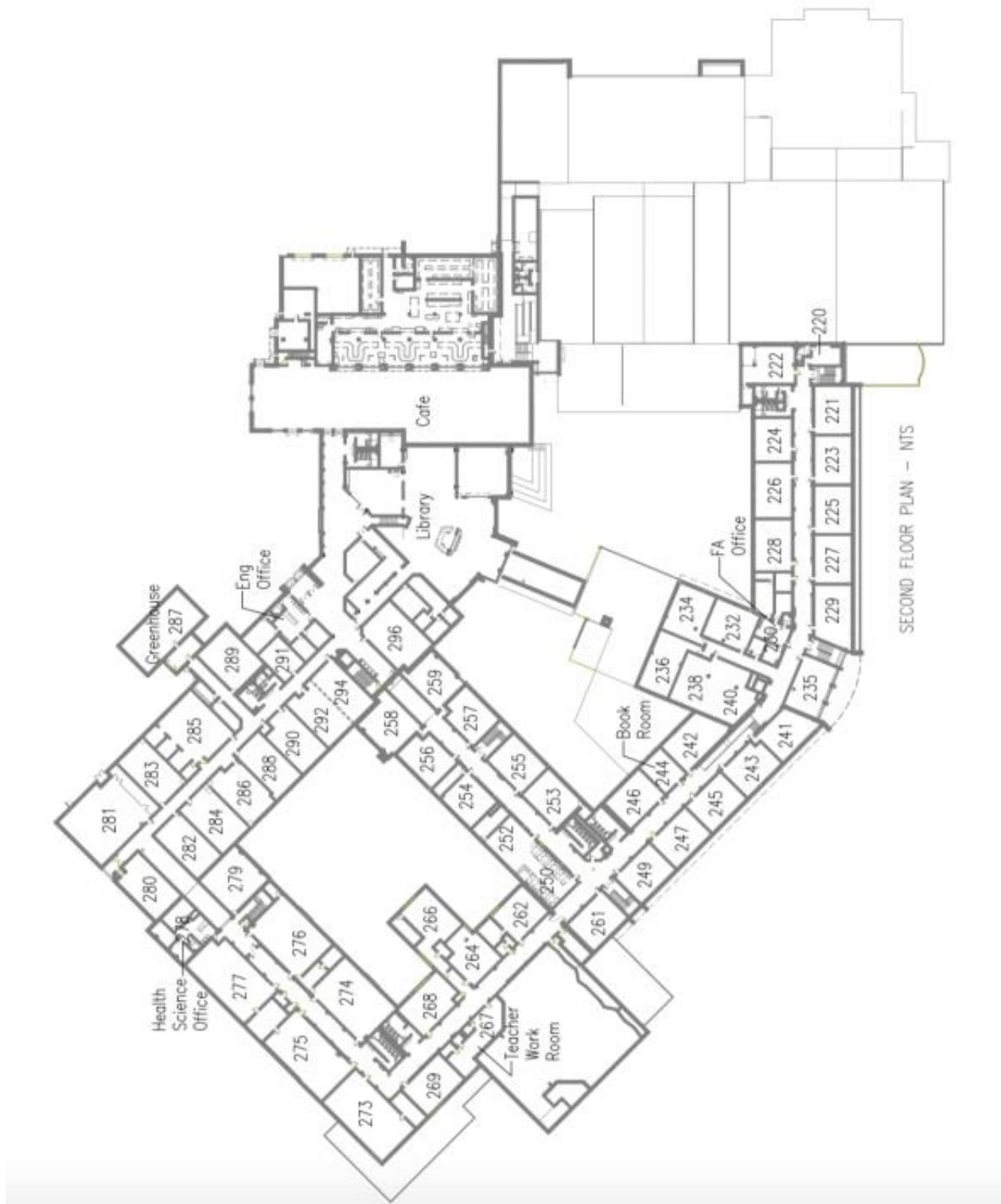
A Day	B Day
87	86

# Building Maps

## First Floor



## Second Floor



# John Overton High School's Mission Statement

We provide an **engaging, high – quality**, and **inclusive** educational experience designed to **empower students** to take **ownership** of learning, celebrate their **diversity**, and ensure all students are **college, career, and life ready**.

To succeed, we will strive for every student to:

- Engage in effective instruction in every class, every day
- Meet the requirements to be a TN Ready Graduate.
- Earn an ACT score of 21 or higher
- Complete an Academy Pathway
- Earn a professional certificate and/or college credit
- Experience social-emotional learning in a collaborative and safe school environment

## Diversity

All **B.O.B.C.A.T.S** Belong!

Our **B.O.B.C.A.T.S.** are....

**B**rave

**O**pen – Minded

**B**rilliant and

**C**onfident

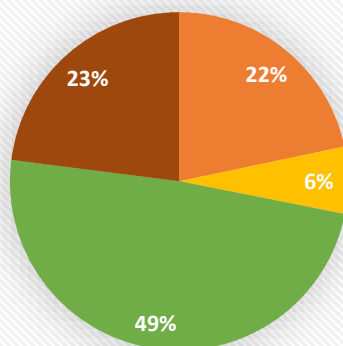
**A**chievers

**T**hriving towards

**S**uccess!

Overton is a mix of many different cultures, nationalities, religions, and more. Our student body represents over 50 countries, and you can hear over 40 different languages while walking the halls. Close to 31% of our students identify as refugees or immigrants, and more than 62% speak a language other than English at home.

## Student Ethnicity



- Black (Somalia, Congo, Sudan, Rwanda, Kenya, African Nationals, etc.)
- Asian/Pacific Islander (including Bhutan, Myanmar, Malaysia, Nepal, Vietnam, Thailand)
- Hispanic (including Colombia, Venezuela, El Salvador, Guatemala, Honduras, Mexico)
- White (including Arabic, Kurdish, Egyptian, Syrian, and other Middle Eastern Descent)

## Academies

As part of our National Career Academy Coalition (NCAC) programs, students are given a variety of opportunities to work with our business partners to gain real-world experiences. Students participate in job shadows, internships and experiential learning activities as they earn professional certifications.

Overton houses five different academies. All our 9<sup>th</sup> graders enter the Freshman Academy. 10<sup>th</sup>-12<sup>th</sup> graders complete the programs for one of our four career academies. Our Engineering, Health Science, AIR, and IT academies have all earned "Model Status" from NCAC. Our newest academy, the Academy of Interdisciplinary Research, offers three pathways for our students.

## Early Post-Secondary Opportunities (EPSOs)

As a Cambridge School, Overton offers coursework that sets the global standard for international education and earned college credit. Overton students set the bar high, enrolling in 22 Cambridge courses with over 600 Cambridge AICE level exams scheduled for this spring.

Combined with Advanced Placement, Dual Enrollment, Dual Credit, and Vanderbilt science programs, advanced academics enrich the student experience.

Through academy pathways, students have the opportunity to sit for industry certification exams that make them competitive in today's job market.

## **Clubs and Activities**

Overton offers more than 40 extracurricular clubs and activities including: TSSAA Athletics, ACE Mentors, American Red Cross Club, Art Club, Beta Club, Bobcat Players Theater Troupe, Cyber Security Club, DECA (business and marketing), Escalera, HOSA-Future Health Professionals, Interact Club, Project LIT Book Club, Jazz Band, Model United Nations, NABT BioClub, National Honor Society, Science Olympiad Team, Skills USA, Student Council, Technology Student Association, Vex Robotics, YMCA Latino Achievers, and Youth In Government.

## **School – Wide Incentive Program**

JOHS will recognize, reinforce, and reward student effort and achievement by offering free school spirit wear, enjoying lunch in courtyard, free admission to extra-curricular events, free treats from our vending machines, and participation in special events held on campus during and/or outside of the school day.

We recognize the following, which provide opportunity to EVERY student during high school:

- Meeting School-wide Bi-Weekly Attendance Goals
- Meeting growth (improvement) goals in Reading and Math on benchmark assessments
- Meeting growth (improvement) goals on WIDA ACCESS test for English Learners
- Scoring a 21 or higher on school-day ACT or practice ACT
- Earning an industry/professional certification through a CTE class
- Exhibiting full effort on end of course tests, local, state, and national assessments
- Other achievements as determined by staff.

Students will be celebrated often for making good choices and for meeting academic goals. During the 2023-24 school year, JOHS will host Student of the Month Recognition and quarterly school-wide celebrations.

**Participation in any non-school day, optional-attendance school-sponsored events, for example Homecoming, Prom, Graduation Ceremony, Parking, will require that a student:**

- Have no level 3 discipline referrals, which will include repeat tardiness and/or skipping, for the current school year.
- Be on track to graduate in four years and a summer.
- Attend graduation practice (graduation ceremony only)

## Student Management System

Students of MNPS are provided many different avenues to manage their academic information.

### Infinite Campus

All students are given access to Infinite Campus, our grade and attendance management program. Students log in using their MNPS username and password. Here they can monitor their grades and stay aware of their assignments and attendance for each class. Parents are also provided an account through MNPS. In order to activate a Family Portal account, parents/guardians should contact [lori.bervoets@mnps.org](mailto:lori.bervoets@mnps.org).

### Email – Office365

All MNPS Students have an email address based on their name and ID number. It is also the information they will use to log in to their Schoology ([mnps.schoology.com](https://mnps.schoology.com)) and Microsoft 365 accounts. In most cases, student email addresses will consist of the following:

Student first name

The first initial of student last name

The last 5 numbers of the student ID@mnpsk12.org

For example, if student John Doe's ID is 1905551234, then John's MNPS email would be [JohnD51234@mnpsk12.org](mailto:JohnD51234@mnpsk12.org)

For password reset please complete this [form](#).

### Schoology

Schoology is a virtual learning environment for K-12 school and higher education institutions that allows users to create, manage, and share academic content. Also known as a learning management or course management system, the cloud-based platform provides tools needed to manage an online classroom. The service includes online courses, tests and quizzes, and homework dropboxes.

## Sown to Grow

Sown to Grow is a student voice check-in platform providing opportunity to share how one is feeling about school, home, relationships, etc. Students may submit responses at any time but will have a weekly opportunity to complete a check-in during the school day.



## Student Technology

All students are issued an MNPS laptop for use during the 2023 – 2024 school year. It is the expectation that students ensure proper care of their laptops and return at the end of the year in comparable condition to checkout.

### Lost or Stolen Laptops

Students should report a lost laptop to a teacher or administrator within 24 hours. Per MNPS policy, the circumstances for each situation will be investigated. Families may be billed the full cost (\$200) for the lost device. After two lost devices, students will be issued a laptop to be kept at school and not travel home each night.

**Laptop Damage:** After investigation by school administration, if the device is deemed to be intentionally damaged by the student, the student may be subject to discipline and the cost of repair or replacement.

Device Replacement Costs

Total Replacement of Device: \$200

LCD Screen Replacement: \$40

Keyboard Replacement: \$17

Laptop Charger: \$15

## Attendance

Tennessee annotated code 49-6-3001 requires children ages six through 17 to attend school. Attending school daily helps students succeed academically. Missing school leads to academic, social and emotional difficulties for students.

### Excused Absences *(Documentation Required)*

1. Student visit to health care professional
2. Death in the immediate family (Parent, Sibling, Grandparent)
3. Personal Illness
4. Required Court Appearance
5. Religious Observances
6. Extenuating Circumstances (Must be approved by school administrator)

The parent or guardian of the student must send in a written note to their child's academy office explaining the cause for the absence within three days of the student's return to school after being absent. Administration may require other documentation to excuse the absence. Students may submit up to 5 parent/guardian notes for excused absences.

A student who is signed out prior to the end of school will be marked as early dismissal. However, any missed class is considered an absence for that period and may affect exam exemption.

### **Unexcused Absences**

Students are expected to be in their first block class when the bell rings at 7:05 am. Students who are late to school should report to the main office to sign in and then report directly to class. Students who arrive after 8:28am should report to their designated academy office. The following penalties are for unexcused absences:

- 5 unexcused absences = attendance letter and attendance assessment; may be referred to juvenile court.
- 7-8 unexcused absences = attendance plan developed with the input of students, families and teachers
- 10 or more unexcused absences = truancy court petition

### **Additional Attendance Information**

All instructional time is important. Arriving to school on time and staying in school all day allows students to participate in all available instruction, hear important announcements, and develop positive lifelong habits. Alternately, students who arrive late or leave early miss valuable instruction time, disrupt the flow of class, and impede learning.

- Students must attend at least 50% of the scheduled school day to be counted present overall.
- If a student attends less than 50% of a scheduled school day, the student will be marked absent. A written excuse note should be submitted to the appropriate Academy Office for this to be considered an excused absence.
- Students will not be released from school for early dismissal without prior approval from the parent or guardian, as listed in Infinite Campus.
- The names of other adults who are permitted to pick up the student from school must be documented in the student's school file. Without prior notification from the student's parent or guardian, a student will not be released to an adult whose name is not documented in the file.
- The parent/guardian or adult whose name is listed on the file will be asked to show the front office staff a photo ID for the student to be released from school.
- All students, regardless of age, must have parent/guardian permission prior to signing out for early dismissal.

## **Attendance and Religious Observance**

Metro Schools developed a currently active policy with the Islamic Center of Nashville about school-day prayer for Muslim students. The faith does allow for alternate or “make up” prayer for students that can easily be accommodated outside of school hours so that no time for prayer is needed while at school. We do not provide prayer rooms or time out of class for prayer. During the holy month of Ramadan, we work to identify teachers, observant Muslims when practical and available, who will open their classroom to observant students who are fasting so that there is an alternative to the cafeteria during lunch. We will make these locations available as we approach March 10 – April 9.

## **Reduced Schedule**

Applications for reduced schedule are reviewed once at the start of the year and once at mid-year.

### **Criteria for Reduced Schedule**

- Student must provide proof of hardship, letter from an employer, and a current pay stub each semester.
- Only 11<sup>th</sup> and 12<sup>th</sup> grade students are eligible to apply for reduced schedule.
- Student must be on track to graduate in four years and a summer.
- Student must have parent/guardian approval.

## **Arrival and Dismissal**

### **Arrival**

- The school building will be opened to students at 6:50 a.m.
- Upon entering, students may go to the cafeteria for breakfast or to their first period class.

### **Dismissal**

- At the end of the school day, all students must leave the building unless the student is meeting with an afterschool activity.
- Any student in the building must be supervised at all times or they will be sent outside to the gym lobby.

**For early dismissal:**

- Students eligible for early release must leave campus when dismissed and may not return unless attending an after-school program or school activity.
- Students are not allowed to check out to eat lunch off campus.
- Students cannot check themselves out. Parent permission is required for all early dismissals.

## **Behavior**

MNPS students are held to high standards. Students are expected to demonstrate respect for themselves and others. When students are disruptive or act inappropriately, school faculty, staff, and administration are expected to respond logically, appropriately, and consistently.

These expectations for student conduct include when a student is at a bus stop, on a bus, on campus, or attending a school/district event. Every administrator and staff member will assist in maintaining a safe and productive learning environment for all students. For this to occur, all students are expected to respond accordingly to any administrator or faculty member when asked to comply with school rules. Non-compliance will be addressed according to MNPS rules of conduct.

**After-School Detention**

Students may be assigned after school detention as determined by the administration. Parents will be notified in advance of such arrangements and will be responsible for student pick-up.

**In-School Suspension (ISS)**

ISS serves as both a consequence and a support for students. A student may be removed from his/her regular classroom for an infraction that disrupts instruction. Infractions of Level 2 or above may result in In-School Suspension. (See the discipline table in the District's Student-Parent Handbook).

**Saturday School**

Students who do not attend their assigned after-school detention assignment will be assigned Saturday School by administration. Parents will be notified in advance of such arrangements and will be responsible for student drop-off and pick-up. Saturday School will take place from 8:00 AM to 11:00 AM. Students are expected to bring their student laptops to complete schoolwork during this time.

## Bullying/Harassment/Hazing

Students are to be provided with a learning environment free from sexual, racial, ethnic, disability, or religious discrimination, bullying, cyber-bullying, hazing, and harassment. Any form of bullying and harassment will not be tolerated. Students who violate these policies will be subject to disciplinary action that may include expulsion from school.

Hazing is an intentional or reckless act by one student acting alone or with others, directed against any other student, that endangers the mental or physical health or safety of that student, or that induces or coerces a student to endanger that student's mental or physical health or safety. Hazing does not include physical contact associated with athletic events, training or with competition conducted under the supervision of a coach or sponsor supervision.

Harassment is misconduct that:

- May be perceived or described as bullying, hazing, or cyberbullying, discrimination or intimidation.
- Is based on a student's real or perceived race, color, religion, national origin, disability, sexual orientation, ancestry, or sex, including gender identity, gender expression and appearance.
- Creates a hostile environment when the conduct is sufficiently severe, pervasive or persistent to interfere or limit a student's ability to participate in school services, activities, or opportunities.

## Cell Phones and Electronic Devices

Please see the [2023 - 2024 John Overton High School Cell Phone Policy](#).

Students:

- Cell phone use is prohibited in the classroom. During class time, the student, at teacher discretion, must comply with either of the following: (1) silence and conceal the cell phone and all electronic devices or (2) release cell phone and all electronic devices to teacher until the end of the class period.
- Students are only permitted to use cell phones and headphones in the cafeteria during lunch and in hallways between classes.
- Any student in violation of the policies outlined above who fails to surrender the cell phone will move to tier four on the tiered consequences list.
- The MNPS Use of Personal Communication Devices and Electronic Devices policy states, "A student may possess a cellular telephone or other personal technology on school property and may use such technology during lunch and transition times. Use of personal technology during instructional periods is generally prohibited. Unauthorized use or improper storage of a device will result in

confiscation until such time as it may be released to the student's parents or guardian. A student in violation of this policy is subject to disciplinary action."

### Tiered Consequences for Failing to Comply with the Cell Phone Policy:

#### **Tiers 1 and 2:**

- Staff member collects phone and turns in to the student's academy office. Only student's parent or legal guardian listed in Infinite Campus may pick up the phone between 2:00-2:15 in the student's academy office.

#### **Tier 3:**

- Staff member collects phone and turns in to the student's academy office. Only student's parent or legal guardian listed in Infinite Campus may pick up the phone between 2:00-2:15 in the student's academy office. Phone must be turned in to the academy office before school begins for 3 consecutive school days. The phone may be retrieved at dismissal but not before.

#### **Tier 4:**

- Staff member collects phone and turns in to the student's academy office. Only student's parent or legal guardian listed in Infinite Campus may pick up the phone between 2:00-2:15 in the student's academy office. Phone must be turned in to the academy office before school begins for 5 consecutive school days. The phone may be retrieved at dismissal but not before.

#### **Tier 5:**

- Staff member collects phone and turns in to the student's academy office. Only student's parent or legal guardian listed in Infinite Campus may pick up the phone between 2:00-2:15 in the student's academy office. Conference with administrator, student, and parent. Phone must be turned in to the academy office before school begins for 10 consecutive school days. The phone may be retrieved at dismissal but not before.

#### **Office Managers:**

- Input any cell phone turned into the Academy office in S&I. Document on the form where the cell phone was placed.

#### **Lost or Damaged Devices:**

- John Overton High School assumes no responsibility for theft, loss, or damage of an electronic device brought to school. Students bring these devices at their own risk.

## **Dress Code**

The following rules will be enforced for all Bobcats:

Clothing and accessories with slogans, symbols, or displays about or suggestive of drugs, alcohol, sex, obscenities, gangs, or which prove to be a disturbing influence shall not be allowed.

In keeping with the educational purpose of the school, students are expected to dress themselves appropriately and to remain focused not on what others are wearing but on what is to be learned.

**Administration will have full discretion to determine appropriateness and any corrective measure needed.** Students will be offered opportunity to adjust clothing that is out of keeping with reasonable norms.

## Driving/Parking

Any student who drives to school must be of legal driving age and sign a parking agreement. It is the student's responsibility to understand and adhere to these rules:

**Parking on campus is a privilege. Failure to comply with these rules and regulations will result in towing of vehicle, and/or revocation of parking privileges.**

1. Please review the [John Overton High School Parking Contract](#)
2. Vehicles must have a valid decal displayed at all times.
3. Parking decals are non-transferrable.
4. Leaving school grounds without authorization during the school day will result in disciplinary consequences including revocation of parking permit.
5. Upon arrival to school, students must lock their vehicles and come directly into the building. Loitering in the parking lot is not permissible. Consequences for violating this policy will include revocation of parking permit.
6. Follow the speed limit (speed limit on school grounds is 10 MPH.) Reckless driving (spinning tires, unnecessary acceleration, speeding, transporting others outside of the vehicle, jumping curbs, etc.) is not acceptable.
7. JOHS is not responsible for any damages or theft that occur on school property. Student drivers park at their own risk.
8. Students are responsible for informing the Engineering Office Manager of a change in vehicle.
9. Students must be on-track to graduate to receive a parking pass. Failing to maintain graduation status will result in revocation of parking permit.

10. Students must maintain positive school citizenship/behavior to receive and retain a parking pass. Students who have earned 300 level offenses or higher in the prior semester are not eligible to receive or retain a parking pass.
11. Extreme negative patterns of attendance, behavior, and academic progress within a 9-week period may result in the forfeiture of parking privileges at the discretion of administration.
12. Parking a vehicle on campus that has not been registered with the school will result in towing and revocation of parking privileges.

### **Towing and Impoundment**

All fees associated with towing and impoundment are established by an outside provider. Fees average around \$170 per day. All fees are paid at the expense of the vehicle owner.

### **Attendance and Driving**

According to state law (TCA #49-6-3017), if a minor has been absent from school for ten (10 consecutive unexcused days OR fifteen (15) total unexcused days in one semester, or if a student fails to maintain satisfactory academic progress based on end of semester grading (must have passing grades in three classes), the Department of Safety shall deny or suspend a driver's license or learner's permit to such a person. JOHS will send Certificates of Non-compliance to a Driver's License Review Committee of MNPS who will then notify the TN Department of Safety. When a student who is a minor applies for a driver's license, the student must take a Certificate of Compliance before a license or permit is issued. This form can be obtained from the student's Academy Office.

## **Bus Conduct**

The bus driver will utilize restorative approaches to behavior when the bus is in a safe and secure location prior to initiating a referral to school administration. The driver's discipline referral to the school will include interventions utilized prior to referral. For behaviors occurring on the bus affecting student safety, a student may be suspended from the bus for a maximum of three days.



## Grades

Grading System					
Grade Scale:			GPA Calculation:		
Letter Grade	Numeric Grade		Un-weighted Regular	Weighted Honors IGSCE	Weighted DE/DC/AP/IB/Cambridge/AICE/SSMV Industry Certification/CLEP
A	100 – 90		4.0	4.5	5.0
B	89 – 80		3.0	3.5	4.0
C	79 – 70		2.0	2.5	3.0
D	69 – 60		1.0	1.5	2.0
F	59 – 50		0	0	0

\*A 50 is the lowest quarter (and exam, if applicable) grade a student may receive.

### Gradebook Categories (9<sup>th</sup> – 12<sup>th</sup>)

- Summative Assessments 90%
- Homework 10%
- Formative Assessments 0%
- Overall grades are based on work products that address grade/course level content standards.
- For each grading period, grades shall be determined and recorded using multiple forms of assessments in relation to work products.
- Extra credit will not be assigned.
- Zeroes may be given for students who verifiably cheat or have not made an attempt at an assignment.
- Students are allowed opportunities to retake assignments per the school retake policy. See below.
- A 50 is the lowest quarter grade a student may receive.
- All teachers must keep accurate grades for students.
- Parents can view their child's grades at any point during the school year.

## Retake Policies

- Students have up to five school days upon returning to make up any work missed from absences. Late work will be accepted up to five school days after the original due date.
- Students will not receive any reassessment opportunities for an assignment they refused to attempt.

- After progress reports of any quarter, no make-up work or alternate assignment for the mid-quarter will be offered. Once progress reports are issued, all grades for any assignments prior to that point will be locked.

#### **Other Schoolwide Policies:**

- Teacher discretion concerning situations where academic dishonesty is involved.
- All formative work must be completed before a summative reassessment will be administered.
- Students must advocate for their own reassessments by providing a plan (may be verbal or written) for relearning material.
- Teacher discretion concerning performances and large, time-consuming projects where multiple formatives have been utilized throughout process.
- Summative reassessments *may* be a different version and/or format from the original assessment.
- Appropriate accommodations must be provided on reassessments just as initial assessments.
- All reassessment progress (dates and grades) recorded in appropriate comments section of Infinite Campus with current grade updated in grade entry box.

### **Credit Recovery on Edgenuity**

If a student fails a semester of a required-for-graduation course, we provide an option for the student to recover that credit using a computer-based platform called Edgenuity. In the past, a student could take a test provided by Edgenuity in the failed subject and if passed with at least a 70, the student had then recovered the entire semester of coursework.

**The test for credit will not be offered. Rather, all credit recovery classes via Edgenuity will require that the student complete the online lessons that support mastery, and then will be eligible to take the comprehensive final exam in the presence of a teacher after school or on specific dates that the school determines.**

It is important that students understand the value of attendance and participation in day-to-day learning while still offering an option to recover failed semester credits.

## Lockers

Students may request a locker by contacting the IT academy office.

## Cafeteria and Lunch

**Meals are offered at no cost to Overton students.**

Breakfast is served 6:45-7:05 a.m. each day.

Outside Food/Vendors: Students may not receive food deliveries from Uber Eats, Doordash, GrubHub, or any other outside vendor. Vendors will not be permitted in the building.

### **Lunch Schedule**

A Lunch	10:43 AM – 11:13 AM
B Lunch	11:13 AM – 11:43 AM
C Lunch	11:43 AM – 12:13 PM
D Lunch	12:13 PM – 12:43 PM

Students who are on-track to graduate and have no 300+ level behavior incidents in the prior quarter may eat lunch in the adjacent courtyard or library. All other students must eat in the cafeteria during their lunch period.

## Fifteen/Fifteen (15/15) Rule

- Students are to remain in class during the first 15 and last 15 minutes of all class periods. Teachers must not allow students out of their classes during these times unless an emergency arises. Students are able to take care of personal or other school matters before and after school, or during transition time.

## Tardy and Skipping Policy

### ***Student Hall Passes***

- Overton High School uses ehallpass which is accessible through ClassLink.

### ***Hallway and Tardy Sweeps***

- Unannounced and Announced hallway and tardy sweeps are conducted multiple times each week throughout the school year to assist in decreasing student skipping and tardiness to class.

- Tardy Sweeps – Tardy sweeps occur at the beginning of class periods to ensure all students are in class on-time. Students caught in sweep will have attendance reviewed and may receive a consequence based on their attendance violation(s).
- Hallways Sweeps – Hallways sweeps occur during the middle of academic class periods. If a student is in the hallway or bathroom without a pass from a faculty member during this time, he or she will be considered skipping, and the skipping matrix will be followed to administer consequences.

### ***Skipping Policy***

- Skipping is defined as arriving to class, unexcused, later than 10 minutes after the bell rings, not showing up to class at all, or leaving class and not returning.
- Hallway sweeps will occur regularly throughout the school day to ensure all students are in class.

### ***Tardy Policy***

- Students should be in class and seated when the tardy bell rings.
- Tardy sweeps will occur frequently at the beginning of classes to ensure all students are in class and on time.

<b>Tardies per Quarter</b>	<b>Consequence</b>
1 (by class)	Teacher Warning
2 (by class)	Teacher conference with student
3-4 (by class)	Teacher referral and parent contact.
5+ (overall)	Teacher referral and after-school detention assignment.

<b># of classes skipped per Quarter</b>	<b>Consequence</b>
1	Teacher referral and admin parent contact
2	1 day after-school detention
3	2 days after-school detention
4	1 day OSS
5+	2-3 days OSS

## Visitors on Campus

John Overton High School is a closed campus. Visitors are required to sign in through the main office. Social visits should not occur during the school hours. Trespassers may receive a citation or be subject to arrest by the SRO. All visitors will be required to present identification, which will be vetted through the RAPTOR system. Food delivery vendors will not be permitted to enter the premises for student deliveries.

## **MNPS 2023-2024 Academic Calendar**

Tuesday, August 8: First Day for Students

Friday, September 1: No School; Teacher Planning Day

Monday, September 4: No School; Labor Day

Tuesday, September 5: Progress Reports Issued

Thursday, September 14: No School; Teacher Planning Day

Thursday, October 5: First Quarter Ends

Friday, October 6: No School; Teacher Planning Day

October 9-13: Fall Break

Monday, October 16: Second Quarter Begins

Tuesday, October 24: Report Cards Issued

Friday, October 27: No School; Conference Day

Tuesday, November 10: No School; Teacher Planning Day

Friday, November 10: No School; Veterans Day

Tuesday, November 14: Progress Reports Issued

November 22-24: Thanksgiving Holidays

December 15-20: Half Day Exams Grades 9-12

Friday, December 20: End of First Semester

December 21-January 3: Winter Break

Monday, January 8: Third Quarter Begins

Monday, January 15: No School; MLK Holiday

Tuesday, January 16: Report Cards Issued

Tuesday, February 13: Progress Reports Issued

Monday, February 19: No School; Teacher PD Day

Friday, March 8: Third Quarter Ends; 1/2 day for students

March 11 – March 15: Spring Break

Tuesday, March 18: Fourth Quarter Begins  
Tuesday, March 26: Report Cards Issued  
Friday, March 29: No School; Spring Holiday  
Tuesday, April 16: Progress Reports Issued  
May 20-23: Half Day Exams Grades 9-12  
June 2<sup>nd</sup>: Report Card