



**Hunter Middle School  
6810 Teal Lane  
Ooltewah, TN 37363  
423-344-1474**

**Principal: Robert Alford**  
**Assistant Principal: Bethanie Reynolds**

**This book is the property of:**

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## **WELCOME**

Welcome to Hunter Middle School. It is our goal that your experience at Hunter Middle will be both positive and rewarding. As a student you will be challenged to grow and mature as we prepare you for high school.

The three years you are a student here will be a time of tremendous growth and change. You will encounter many new experiences while you are at Hunter Middle School; it is the desire of the staff to support and nurture you during this time of change.

We encourage students and parents to become involved in the vast programs and activities at Hunter Middle School. We challenge you to strive to become the best student you can be academically and socially.

We look forward to working with you this year and hope that together we can make this school year an exciting and fulfilling one.

## **MIDDLE SCHOOL CONCEPT**

Hunter Middle School is comprised of grades six, seven, and eight. All students will study a core curriculum of Writing, Reading, Social Studies, Math, and Science. Our Related Arts classes include Art, Band, Bible History, Chorus, Computers, Physical Education, Spanish, and Technology Education. This core curriculum will be taught by a team of teachers that cooperate and work together to provide continuity and an identity for our students as a member of a team. The goal of Hunter Middle School will be to provide a caring and supportive environment for each student so they may achieve their maximum potential.

## **ANNOUNCEMENTS**

Brief announcements will be given each day over our news program, WHMS. Every student should listen carefully to these announcements since they include HMS happenings, events, as well as needed information. The announcements contain pertinent information regarding times, places, costs, etc. Connect Ed calls will go out weekly to inform parents/guardians of upcoming events.

## **ATHLETICS**

In order to participate in any sport, a candidate must be academically eligible, must have a current physical, read and sign the Concussion form, read and sign the Cardiac Arrest form, and complete the Consent for Athletic Participation and Medical Care form. Students may participate in the following sports: football, basketball, cheerleading, cross country, soccer, track, golf, baseball, softball, volleyball, tennis, and wrestling. Student athletes are expected to maintain appropriate classroom behavior.

## **ATTENDANCE**

### **Attendance Law Explained**

According to the law (Tennessee Code Annotated 49-6-3001(c)) every parent, guardian, or other person residing in this State having control or charge of any child between the ages of six (6) and seventeen (17), both inclusive, shall cause such child or children to attend a public or non-public school, and in event of failure to do so, shall be subject to the penalties hereinafter provided.

Any child who is habitually and unlawfully absent from school must be reported to the appropriate judge having juvenile jurisdiction in that county, the child to be dealt with in such manner as the judge may determine to be in the best interest of the child. The judge may assess a fine of up to fifty dollars (50.00) or five (5) hours of community service against the parents or legal guardians of Kindergarten through grade twelve (K-12) children if the child is absent more than five (5) days during any school year. (Tennessee Code Annotated 49-6-3007(f)).

### **Hamilton County Department of Education Board Policy (6.200)**

**The following are legal reasons for excusing a student from attending school:**

Personal Illness- Students are excused who are sick and whose attendance would be detrimental to their health and the health of other students. A physician's statement may be required.

Death in Immediate Family- Students may be excused for three days in the event of a death in their immediate families including mother, father, step-parent, brother, sister, or grandparent. Extenuating circumstances may require a longer period of excused absence.

*Family Illness*- Students having an illness in the family which requires them to give temporary help will be excused from attendance after receipt of a physician's statement concerning the necessity of the student's assistance.

*Religious Holiday*- Students shall be excused on special or recognized religious holidays regularly observed by that particular faith. Prior approval is required should these days occur while school is in session.

*Personal*- Students who are absent for a good cause (doctor or dental appointment which cannot be scheduled at times other than school hours, court appearances, etc.) may be excused upon proof of appointment. Prior approval by parent or guardian, and the principal or his designee is required.

*Approved School-Sponsored Activities*- Students shall be marked present when participating in a school-sponsored activity away from the school building.

### **HCDE attendance procedures for 2017-2018 are as follows:**

By law students must attend school daily. It is the parent's responsibility to report all absences to the school. HCDE will allow parent/guardian excuses to serve as documentation for three (3) personal illness days only. After three (3) parent/guardian excused personal illness days, parents must provide medical services documentation for the following: personal illness, family illness, or personal (as defined above). To avoid student absences being recorded as unexcused, a written statement signed and dated by the parent/guardian and any medical documentation should be presented to the appropriate school official within five (5) days of the student returning to school. HCDE will not begin legal actions until after a student is absent for more than five (5) days without adequate legal excuse (as defined above.)

### **If the following conditions apply, a referral will be made to the school social worker:**

*After ten (10) or more unexcused absences:*

Parent/guardians will be notified via legal notice indicating that their child has become truant and a petition may be filed with Hamilton County Juvenile Court. If unexcused absences continue after the Informal Truancy Hearing at Juvenile Court, parent/guardians will be petitioned to attend a Formal Hearing before a Juvenile Court Judge at which time fines and community service may be assessed.

**There is a daily call out for those students that are absent. It is NOT** necessary to call the school after receiving this call unless you know your child should be at school. The purpose of the call is to keep parents informed and attendance accurate. Your call for students who are here but marked absent will help keep our legal attendance logs correct or will help us keep your student safe in the event they are skipping class so we can locate him/her.

## **CELL PHONES AND OTHER ELECTRONIC DEVICES**

Cell phones & other electronic devices should not be used during the school day. These devices **MUST BE TURNED OFF** and are to be kept in the student's locker during the school day. The school, administration, teachers, and the staff are not responsible in the event of lost, stolen, or misplaced cell phone, or other electronic devices.

1<sup>st</sup> Offense—The device will be taken up and held for ten (10) calendar days.

2<sup>nd</sup> Offense—The device will be taken up and held for twenty (20) calendar days.

3<sup>rd</sup> Offense—The device will be taken up and held for the remainder of the semester.

## **BELL SCHEDULE**

The first bell rings at 7:05 a.m. for students to dismiss from their assigned areas to first period. The tardy bell rings at 7:15 a.m. School is dismissed at 2:15 p.m.

## **CAFETERIA**

School lunches are provided at a minimal cost. You may purchase your child's lunch on line through [mealpayplus.com](http://mealpayplus.com). This payment will be deducted immediately from your checking account and a small fee will be charged. **Students are highly encouraged to pay in advance to eliminate change giving and slow lines in the cafeteria.** Food or drink is not to be taken from the cafeteria. Free/Reduced meal applications are provided to everyone. **GRADES WILL BE HELD FOR LUNCH OR BREAKFAST CHARGES MADE IN THE CAFETERIA.**

2017-2018 school lunch prices are:

### **Breakfast**

Full Pay –	\$2.00
Reduced -	\$0.30
Employee -	\$2.50*
Visitor -	\$2.75*

### **Lunch**

Full Pay -	\$3.00
Reduced -	\$0.40
Employee -	\$3.75
Visitor -	\$4.50
Holiday Meal -	\$5.00
Extra Milk -	\$ .50

## **DISCIPLINE POLICY**

Hunter Middle will follow a school wide discipline plan in all academic and related arts classes. The documentation for the discipline plan can be found at the back of the agenda mate. In order to help your child attain optimum success, we strongly encourage you to review the discipline plan documentation with your student on a weekly basis. In addition to consequences for unwanted behavior, there will be regular incentives for students who demonstrate appropriate behavior.

## **CODE OF CONDUCT**

Hunter Middle School expects all students to demonstrate respect for teachers and classmates at all times. The following guidelines will enhance the learning atmosphere of our school:

- Team and classroom rules should always be followed.
- Students in the hall during class time MUST have a pass. The only accepted pass is found in their Agenda Mate.
- Students who are tardy to their next class must obtain a pass from the teacher in whose class they have been detained.
- Students should bring all required materials (paper, pencil, book, etc.) to class.
- Food or drink is not permitted in classrooms unless teacher permission has been given.
- Radios, MP3 players, cameras, CD's, CD players, toys, etc. are strongly encouraged NOT to be brought to school.
- Vulgar, immoral, or profane language or gestures will not be tolerated.
- The rules for behavior are the same when a substitute teacher is present.
- Students will walk at all times on school property. Loitering cannot be permitted during school time as it impedes hall traffic.
- Backpacks and purses will remain in student lockers. They may be used only to transport materials between school and home. This is for your own protection against possible theft.
- Students will remain in assigned areas.
- Students will not loiter at any time on school property. Students must leave the campus upon being dismissed from school by 3:00 p.m. unless involved in a school-sponsored activity.
- Students will refrain from inappropriate physical contact with other persons at all times. Inappropriate touching includes but is not inclusive of expressions of affection (i.e. hugging, holding hands, etc.)
- Bartering and/or trading is not allowed. Hunter Middle School is not responsible for items lost, exchanged or loaned.

**Failure to comply with the Code of Conduct will result in disciplinary action.**

## Tier I Behavior Intervention

Is the behavior classroom or office managed?



### Office Managed

#### B.I.N.T. Form

Bullying

Persistent Harassment

Physical Intimidation/Harassment

**A B.I.N.T. (Bullying Is Not Tolerated) form must be completed for any reported or observed bullying incidents.**

### Office Managed

#### Mandatory Office Referral

Alcohol/Drug Possession

Assault/Battery

Fighting

Weapons Possession/Use

Tobacco Possession/Use

Vandalism

Theft

Sexual Harassment/Sexual Assault

Profanity Against School Personnel

Serious Threats Against School Personnel

Serious Threats Against Students

Gang Related Activity

Leaving Campus Without Permission

Trespassing

Refusal to Surrender Phone

Confrontational with an Adult

**All Office Managed offences are Mandatory Office Referrals**

### Classroom Managed

#### Discipline Steps

Preparedness

Classroom Disruption/Talking

Lack of Cooperation

Teasing/Name Calling

Inappropriate Language

Refusal to Work

Cheating

Sleeping

Tardiness

Horseplay/Rough Housing

Out of Class Without Permission

**Teachers must complete the discipline steps for Classroom Managed offences**



The following steps occur following a **Warning** for any above offence.

1. Student-Teacher Conference
2. Student-Teacher-Parent Phone Conference
3. Student-Administrator Conference
4. Student-Team-Parent Conference
5. Office referral with all documentation

## Tier II Behavior Intervention

Student will be placed on a Check –in/Check –out system.

1. Check in with Homeroom teacher each morning and pick up the Check –in/Check-out sheet.
2. Carry sheet and have it filled out by each teacher throughout the day.
3. Check out with Homeroom teacher at the end of each day and return the Check-in/Check-out sheet.

## Tier III Behavior Intervention

The Behavior Management Team convenes to create a Behavior Management Plan for the student. The team consists of an administrator, school psychologist, school counselor, school social worker, teacher and parent.

## DISMISSAL

Parents must sign a student out in the office at the time of dismissal. It is the parent's responsibility to keep all student information up to date. The only people allowed to dismiss a child or children from HMS will be those who are listed on the Dismissal Card. For your child's safety, proper picture ID (valid driver's license) is required.

## FINANCES

- The school requests an inclusive supply fee donation of \$80.00 to cover expenses not compensated by outside funding. Some of these expenses are: locker maintenance, instructional materials, and copier cost.
- Athletic fees are \$25.00 per sport.
- Some classes and school activities (such as field trips, etc.) may charge an additional fee.
- Obligations for athletic uniforms not returned, lost or damaged textbooks, library book charges, lunch charges, and fundraisers must be paid before records can be completed for transfer or for fall registration. Report Cards and/or records will be held for these obligations.
- Large amounts of money should not be brought to school. The school cannot be responsible for stolen or lost monies. Checks made out to Hunter Middle School will be accepted until May 1<sup>st</sup>.

## GRADING POLICY

Hunter Middle School uses the Hamilton County School System's grading scale. The grading scale is as follows:

<b>A</b>	<b>93 – 100</b>
<b>B</b>	<b>85 - 92</b>
<b>C</b>	<b>75 - 84</b>
<b>D</b>	<b>70 - 74</b>
<b>F</b>	<b>69 or Below</b>

Conduct grades given are Satisfactory, Needs Improvement, or Unsatisfactory. Grades may be viewed online at [powerschool.hcde.org/public](http://powerschool.hcde.org/public). Parents and students will receive a user name and password at the beginning of the school year. Hard copies of the progress reports and report card will not be issued unless requested in writing by the parent/guardian at each grading interval. A parent/guardian signature is required on the student's discipline plan on the designated Hamilton County grade reporting date. The discipline plan may be found at the back of the agenda mate. **The final grade for each subject includes all four nine-week periods and State Test.** Promotion requires that a student pass Math, Language Arts (combined average of reading and writing), and one of either science or social studies. Any foreign language taught for a full year **may** also count as an academic class.



## **HOMEWORK**

Homework is used to enhance learning. Each individual teacher will determine the amount of homework. Students are expected to record daily assignments in their Agenda Mate throughout the year.

Hunter Middle School teachers use an online grading program, Power School. Student's grades and assignments may be accessed from any home or work computer via the internet. Details concerning Power School information will be sent home to parents at the beginning of the school year.

## **LOCKERS/LOCKS**

Hall lockers are assigned by the designated teacher. A \$5.00 rental/maintenance fee is included in the supply fee donation. Lockers must be locked at all times and are subject to periodic checks. Use of lockers is a privilege. Abuse of that privilege may result in use of lockers being denied. Students should not give their combination to anyone. Sharing your combination with even one other student may negate its security. Sharing lockers with other students is prohibited. Defacing of lockers may lead to suspension and fines to cover damages. Any problems should be reported to the designated teacher. **LOCKS WILL BE ISSUED BY THE SCHOOL. NO PERSONAL LOCKS SHOULD BE PLACED ON LOCKERS, IF SO, THEY WILL BE SUBJECT TO REMOVAL BY THE ADMINISTRATION.**

## **LOST AND FOUND**

Please do not bring extra money or articles of any value to school, as HMS is not responsible for loss or theft. If books, clothing, or other items are found, please turn them in to the office. To claim lost articles check with the office. Unclaimed lost and found articles are given periodically throughout the year to local charities.

## **MAKE-UP WORK**

Hamilton County policy states that each middle school will accept make-up work incurred for assignments missed during absences according to the following:

- Make-up work for excused absences is required and shall receive full credit.
- Make-up work for unexcused absences is required and may result in reduced credit. (Reduction may not exceed 10%.)
- Make-up work resulting from any absence is the responsibility of the student and shall be arranged at the teacher's convenience.
- Make-up work must be completed within five (5) school days of the absence. Teachers may provide additional time if extenuating circumstances warrant.

## **MEDICATION POLICY**

The school must have on file an immunization record and an emergency card completed by a parent/guardian for each student. No over-the-counter medications will be given during school hours without the written consent of a medical doctor (this includes aspirin, Tylenol, Advil, Pepto-Bismol, etc.). Prescription medicine such as Ritalin, etc. will be administered according to Hamilton County School Board Policy. All other prescription medicine should be administered at home.

## **PARENT CONCERNS**

A Hamilton County Department of Education complaint form is on file in the office if one is needed. Superintendent's Parent Complaint Process: If you or your child encounters a specific problem or concern during the school year, the following step(s) should be taken:

Step 1 – Contact your child's teacher or other person with whom the problem was encountered.

Step 2 – If the problem was not resolved in Step 1, call or make an appointment with the principal.

Step 3 – After talking to the principal, if you feel you need further assistance, contact the Operations Director's Office. Middle School Director – 209-8425.

Step 4 – If, after talking with the Operations Director, you still require assistance, contact Title IX Coordinator – 209-8496.

## **PARENT CONFERENCES**

Parent conferences may be held with teams or individual teachers. Each team has a designated planning time, and arrangements may be made by contacting the school at 344-1474.

## **PARENT ORGANIZATIONS**

We encourage parent involvement at HMS through active participation in the PTSA. We also encourage parents to participate in conferences, workdays, and other volunteer opportunities offered throughout the school year.

## **PHONE NUMBERS**

Main Office	344-1474
Guidance	344-1477
Gym	344-1482
Cafeteria	344-1483
Fax	344-1485

## **SCHOOL DISASTER PLAN**

Procedures for classroom evacuation are posted in each classroom. Drills are held periodically, and students are expected to walk quickly and quietly to the designated areas.

## **SEARCHES OF STUDENTS, LOCKERS, ETC.**

In case of suspicion, a student, their locker, backpack, purse, billfold, or storage area may be subject to physical search by school officials in accordance with state law without parent permission.

## **SEXUAL HARASSMENT**

It is the policy of the Hamilton County School System to maintain a learning and working environment that is free from harassment of any type. The school system prohibits any form of sexual harassment or harassment based upon age, religion, disability, or race/national origin.

Any person who believes he or she has been the victim of harassment or sexual harassment by a student or an employee of the school system, or any third person with knowledge or belief of conduct which may constitute harassment or sexual harassment, should report the alleged acts immediately to an appropriate school system official as designated by this policy. The school system encourages the reporting party or complainant to use the report form available from the principal of each school or available from the central office location.

See Hamilton County Board Policy No. 5.500 Harassment/Sexual Harassment and Discrimination.

## **TARDIES**

A student arriving to school after 7:15 a.m. must obtain a Tardy Slip from the office. It is very important that students are in class on time as instruction begins promptly. Late arrivals cause disruption in the instructional process. Students who have unexcused tardies will be subject to the discipline policy found in the back of the agenda mate.

## **TEXTBOOKS**

Textbooks are furnished to students for use during the school year. The classroom teacher will issue the textbooks to the students. Each book should contain the student's name, the teacher's name, and an identifying book number. Books damaged beyond normal wear will be assessed a damage fee. Students will be required to pay for lost books. Refunds will be made for books that are found. ACCESS TO GRADES MAY BE DENIED OR RECORDS WILL BE HELD UNTIL PAYMENT FOR LOST/DAMAGED TEXTBOOKS IS RECEIVED.

## TRANSPORTATION

THE BUILDING WILL BE OPENED AT 6:45 A.M. DAILY.

### Buses

Rules posted on each bus must be followed at all times. Drivers are authorized to enforce these rules, and students who violate them will be subject to denial of bus transportation. Suspension from a bus does not excuse a student's absence from school. **Students may not leave campus after the buses arrive and must go to the designated area where supervision is provided.**

### Minor Bus Infractions\*:

1 <sup>st</sup> Offense	Verbal Warning
2 <sup>nd</sup> Offense	Letter home to parent/guardian and/or phone call home
3 <sup>rd</sup> Offense	3 day suspension from the bus
4 <sup>th</sup> Offense	10 day suspension from the bus
5 <sup>th</sup> Offense	Suspension from the bus for the rest of the semester

### Major Bus Infractions\*: A fight is considered a major bus infraction.

1 <sup>st</sup> Offense	5 days suspensions from the bus
2 <sup>nd</sup> Offense	Suspension from the bus for the rest of the semester

### Cars

All student drop offs should be at the front of the building in the designated location. For the safety of all students, please adhere to the morning arrival and afternoon dismissal car guidelines.

## VISITORS

According to State Law all visitors to the school **MUST** sign in at the office. Upon signing in, guests will receive a Visitor's Pass that must be worn throughout their stay in the building.

## WITHDRAWAL

The office should be notified a day in advance concerning withdrawal from school so that proper forms may be completed. **ALL FINANCIAL OBLIGATIONS MUST BE MET BEFORE RECORDS CAN BE TRANSFERRED.**

### **ZERO TOLERANCE**

The following will result in a suspension of at least a calendar year:

1. Possession of a Firearm, an Explosive, or Incendiary or poison gas device.
2. Striking a School Employee or School Resource Officer.
3. Unlawfully possessing any controlled substance or drug.
4. Transmitting by an electronic device a credible threat to cause bodily injury or death to another student or school employee and the threat causes actual disruptive activity at the school.

The following may result in a calendar year suspension:

1. Possession of a knife, any device with a sharp blade or any device capable of injuring or disabling another individual.
2. Possessing, transferring or receiving Drug Paraphernalia, “look-a-like” Drugs or Non-Prescription Drugs.

The above includes possession on school property, a school bus, or a school sponsored activity and may be reported to local law enforcement official.

## **Hunter Dress Code**

**STUDENTS MUST ENTER THE BUILDING IN THE CORRECT PANTS, SHIRTS, AND SHOES**

### **Pants/Shorts/Skirts**

- **Must be cotton twill material -- Cannot be jean or jean-like material**
- **Must be khaki colored, navy, gray, or black – no denim of any color**
- **Must not be jeans, leggings, jeggings or athletic pants**
- **Must be worn at waistline, be size appropriate and be knee length or longer**
- **May not have holes, patches or frays**

### **Shirts**

- **May be polo style or button-up with a collar – Shirts must be buttoned modestly**
- **Must not be longer than hip length or must be tucked in**
- **Must not have words, graphics or pictures of any kind other than a small logo**
- **Hunter T-Shirts are dress code appropriate and may be worn at any time**

### **Outerwear**

- **All coats and full zip or full - buttoned jackets must be kept in lockers until going outside**
- **Cardigan sweaters, fleece pullovers (no pockets), and sweatshirts (no pockets) may be worn with an appropriate dress code shirt underneath. None of these may have words, graphics or pictures of any kind other than a small logo**
- **Hunter sweatshirts are allowed at any time for warmth as long as the shirt underneath is dress code appropriate. Hunter sweatshirts may not be worn without a dress code shirt**
- **Hoodies may not be worn in the building at any time**

### **Shoes**

- **Must be close-toed**
- **Must not be house shoes or flip-flop style**
- **Must be worn at all times**

### **Accessories**

- No hats, bandanas, scarves or other head coverings may be worn in the building at any time
- No piercings may be visible other than ears
- Hair must not be an extreme or unnatural color and must not cover the eyes

The individual head coach for each team with prior administrative approval will determine game day apparel for their teams.

Spirit days will be every Thursday. To be in dress code on those days, you must either follow the normal uniform dress code or wear a Hunter t-shirt or Hunter sweatshirt (with a uniform or Hunter shirt underneath). If you wear the Hunter spirit apparel shirt, you may also wear appropriate jeans.

Final decisions on any dress code question will be decided by administration.

### Hunter Middle School MEdia Center: Where it's all about YOU!!!

The MEdia Center opens each day at 7:30 a.m.

Students may come to the library to check out books or conduct research throughout the day as long as the classroom teacher has given them permission. All students are required to sign in when they enter and sign out when they leave.

Books are loaned for a period of two (2) weeks and most books can be renewed one time.

**Fines:** In order to ensure that all students have access to our books, we do charge late fees. Students have a five (5) day grace period after the initial due date to return books without fines. Once a book is six (6) days overdue, a fine of 50¢ is charged. For each day the book is late after the first day, a 10 cent fine is added. Once a book is returned, the daily fee is no longer added but the student is still responsible for any late fees and will not be allowed to check out another book until these are paid. If your email address is in PowerSchool, we send out overdue notices via email. Late notices and fines are given to students by the homeroom teacher and are typically sent out monthly.

**Lost books:** If a student loses a book, it must be paid for in full before the student can check out another book. Books that are 2 or more weeks overdue will be marked as lost.

**Library Website:** If you have internet capability you can link to our website through the school's home page or you can access it by entering [library.hcde.org](http://library.hcde.org) in your browser's address bar. This will take you to our **Online Public Access Catalog (OPAC)**. From our OPAC page you can:

Use the box in the upper right corner to log into your library account. Your user name is: your first name, space, last name. Your PIN is: the last six (6) digits of your PowerSchool student ID number (which is usually the same as your lunch account number). You can search for books, read summaries and see if the book is currently in the library for check out.

By logging into your account, you can check fines or fees, due dates, reserve books and read eBooks from your computer or smart phone. Students were given information about our eLibrary last year. If you have problems logging in, just email Mrs. Hall at [hall\\_donna@hcde.org](mailto:hall_donna@hcde.org) and describe your problem and she will look into it!!

Our OPAC page also offers links to the HMS Symbaloo and Weebly pages which offer a great variety of research links, instructional Powerpoint presentations and documents, online dictionaries, encyclopedias and much more!

You should record your log in information here so that you always have it with you:

**Log-in name** \_\_\_\_\_ **Pin #** \_\_\_\_\_

**Email:** We often use the *Google Drive* (formerly *Google Docs*) website to complete research projects, papers, and various other assignments. In order for students to use this website they must have an email address so that they can store their documents. If students do not have an email address they may use a parent's. In some cases students may need to create a gmail account to get an email address. If they have an email address we can easily set up their *Google Drive* account. They can use the account to work online and create papers and presentations, and will not have the burden of using a flash drive to transfer information. Please list the email address you wish to use here:\_\_\_\_\_.

If you have any questions or concerns, please feel free to contact me by phone or email.

**Librarian:** Suzy Harris Hall

**Phone:** 423.344.1474

**Email:** [hall\\_donna@hcde.org](mailto:hall_donna@hcde.org)

## DISCRIMINATION IS AGAINST THE LAW

TITLE VI	TITLE IX	SECTION 504	TITLE II
Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in all programs or activities receiving Federal financial assistance. <i>34 C.F.R. Part 100</i>	Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in all programs or activities that receive Federal financial assistance. <i>34 C.F.R. Part 106</i>	Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of disability in all programs or activities that receive Federal financial assistance. <i>34 C.F.R. Part 104</i>	Title II of the Americans with Disabilities Act of 1990 prohibits discrimination on the basis of disability by public entities. <i>28 C.F.R. Part 35</i>

Inquiries regarding grievances or compliance with Title VI, Title IX, Section 504 and Title II should be directed to:

1. Marsha Drake  
Title VI and IX Coordinator  
3074 Hickory Valley Road  
Chattanooga, TN 37421  
Telephone: 423-209-8654

Email: [drake\\_marsha@hcde.org](mailto:drake_marsha@hcde.org)  
[reed\\_nancy@hcde.org](mailto:reed_nancy@hcde.org)

**OR**

2. Tennessee Department of Education  
Office for Civil Rights

Nancy Reed/Gloria Moore  
504 Coordinator  
3074 Hickory Valley Road  
Chattanooga, TN 37421  
Telephone: 423-209-8590/  
423-209-8589

Email:  
[moore\\_gloria@hcde.org](mailto:moore_gloria@hcde.org)



710 James Robertson Parkway  
Andrew Johnson Tower, 6<sup>th</sup> Floor  
Nashville, TN 37243  
Telephone: 615-741-2731  
Email: [Lesley.Farmer@state.tn.us](mailto:Lesley.Farmer@state.tn.us)  
Web: <http://www.tennessee.gov/education/civilrights.shtml>

**OR**

- 3. Office for Civil Rights**  
U.S. Department of Education  
61 Forsyth St. S.W., Suite 19T70  
Atlanta, GA 30303-3104  
Telephone: 404-974-9406; TDD: 877-521-2172  
Email: [OCR.Atlanta@ed.gov](mailto:OCR.Atlanta@ed.gov)  
Web: <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>