

***WHITEHAVEN HIGH SCHOOL
STUDENT/PARENT
EXPECTATION PLAN
2025-2026***



Remember!

See The Vision Through The Eye of The Tiger!!!!!!

*4851 Elvis Presley Boulevard
Memphis, Tennessee 38116
(901) 416-3000*

Dr. Vincent J. Hunter, Principal

Our Vision

Whitehaven High School is a dynamic learning community in which a spirit of pride and unity exists. This learning community puts the interests of students first and enables them to achieve their maximum potential in a safe, caring, clean and supportive environment. Exposure to meaningful learning experiences prepares all students to become productive contributors and communicators in a technologically advanced world. Whitehaven High School is a positive force that prepares all students for life.

Our Mission

Whitehaven High School

is committed to

providing all students

with the skills and experience

necessary to assure

the possibility

of productive,

successful and

happy lives.

School Rules

APPEARANCE *reflects*
ATTITUDE

ATTITUDE *defines*
LEADERSHIP

LEADERS are
ACCOUNTABLE *for*
their ACTIONS

Dr. Hunter's Creed

For every decision that you make,

there is a consequence.

YOU determine

whether that consequence is

POSITIVE or NEGATIVE

by the DECISION that YOU make.

Remember! See The Vision Through The Eye Of The Tiger!!!!



- A commitment to high expectations for all students is the chief priority of the school.
- Students need basic skills of reading, writing, problem-solving, and critical thinking to become productive contributors to society.
- A united learning community where staff and administration practice fairness and consistency, encourages students to demonstrate self-discipline, responsibility, and instills pride.

- Students learn better when research-based instructional strategies address a variety of learning styles.
- Challenging all students to produce quality work strengthens their academic foundation.
- Good student attendance coincides with student achievement.
- Continuous assessment and evaluation improves curriculum, instruction, school climate, and organizational practices affecting the learning needs of students.
- Students need a network of support to ensure that every student succeeds in core, vocational and elective subjects.
- Exposure to meaningful learning experiences enables students to see the relevancy of their learning.
- Integration of technology as a learning tool in the classroom prepares students for a technologically advanced world.

WHITEHAVEN HIGH SCHOOL

POLICIES ON STUDENT EXPECTATIONS AND SCHOOL PROCEDURES

SCHOOL STARTS AT 7:15 a.m. AND DISMISSAL IS AT 2:15 p.m.

The building will open at **7:05 a.m.** each morning for students to enter. Student(s) arriving before 7:05 a.m. must remain outside the building. **Students arriving for breakfast may enter the cafeteria from 6:45 a.m. until 7:05 a.m. and may ONLY enter the cafeteria using the Tiger Den doors.** During inclement weather, students may enter the building at 6:45 a.m. and remain in an area designated by the administration. After students arrive on campus, including school bus riders, they are not allowed to leave without being checked out by an authorized contact with identification. Students should move directly to designated locations (class, homeroom or auditorium) after the 7:05 a.m. bell.

When scheduled or instructed to report to the auditorium to start the day, students will walk to the north entrance of the teacher's parking lot to enter the auditorium.

Students should be off campus by 2:30 p.m. **and must not re-enter the school**, unless under the supervision of a faculty member. If a student is participating in an afterschool activity, they must report to the auditorium by 2:30 p.m. Please be aware that the safety of your child is our top priority and students who are unsupervised before and after school impede our effort. We strongly urge parents to plan for timely transportation of their child(ren).

Drop-off and Pick-up Expectations

For the maximum safety of all Whitehaven High School stakeholders, please adhere to the following:

1. From 6:45 a.m. -7:45 a.m. and 1:45 p.m.-2:45 p.m.:
 - a. Drop off student(s) at the football stadium parking lot located behind the school off McClure Rd. You should circle the lot and return to McClure Rd.
2. Pick up car riding student(s) from the school parking lot off Whitehaven Ln.
3. Please avoid picking up or dropping off students on Elvis Presley Blvd. and the main lot in front of the school.
4. For checking out during school hours, students will be walked to their grade level office after the parent or authorized emergency contact arrives and provides identification. **Check outs end at 1:45 p.m. daily. We may not check out students over the telephone.**
5. For safety during dismissal, the lot in front of the school (Elvis Presley entrance) to be locked from 1:45 p.m.-2:30 p.m.

SCHOOL ATTENDANCE – All students are expected to attend school on each day that school is officially in session. Only the following reasons will be considered for excused absences per MSCS Policy #6014:

1. Illness, injury, pregnancy, or hospitalization of student.
2. Death or serious illness within the student's immediate family.
3. When the student is officially representing the school in a school-sponsored activity.
4. Approved special and recognized religious holidays regularly observed by persons of their faith.
5. Legal court summons.
6. Extenuating circumstances over which the student has no control approved by the principal.

7. Non-school-sponsored extracurricular activities with prior approval by the principal.

MSCS views truancy as a community problem, therefore, we will use intervention and collaboration in addressing this problem.

- One to two unexcused absences will result in a **teacher-initiated phone call**.
- There will be a district generated **warning letter** for three (3) accumulated unexcused absences
- Five (5) unexcused absences will result in a **Student Attendance Review Team (SART)** meeting held at the school.
- Ten (10) unexcused absences will result in a District-led **Student Attendance Review Board (SARB)** meeting.
- Fifteen (15) unexcused absences or more will result in a referral to **the District Attorney** for further action.
- Ten (10) **consecutive absences** without notice may result in the student being **dropped** for non-attendance. A parent/legal guardian will be required to meet with a truancy specialist and provide two proofs of address as conditions for re-enrollment.

Excused Absence Note

Official documentation or a written parental statement, within two (2) school days of the student's return to school, shall be required for each absence.

1. Absence notes will be submitted to each teacher in order to receive make-up work.
2. After each teacher has signed the note, the student should bring it to the appropriate grade level office (**9th-A Bldg. Office & 10-12th-D Bldg. Office**) from 7-7:15 a.m.
3. The secretary will provide the student with a copy of the note. The secretary will change the absence to an Excused Absence in PowerSchool and the note will be placed in the student's file.
4. Students will be provided with a reasonable amount of time to complete make-up work for excused absences.
5. Unexcused absences (including suspensions) will be given one day to complete make-up work for each day absent. For example, 3 days absent will receive 3 days maximum to submit make up work.
6. Students must be present at school to participate in after-school activities including tutoring.

CLASS ATTENDANCE – Students are expected to arrive on time and attend **ALL** classes. Absences can affect a student's course grade and conduct as detailed in the teacher's syllabus.

TARDY TO SCHOOL - Students are expected to report to school and be in their homeroom or first academic class by **7:15 a.m.** daily. Students are considered tardy to homeroom or their first academic class after **7:15 a.m.**

- **From 7:15 a.m.- 7:30 a.m., students will be allowed into class and marked tardy.** Continuous violations will result in progressive discipline. After a student has recorded five tardies for arriving to class after 7:15 a.m. (but before 7:30 a.m.) he or she will have a referral to the grade level administrator.
- **CHECKING IN SCHOOL AFTER 7:30 a.m.** - Students who have not arrived before 7:30 a.m. **MUST check in at their grade level office.** Students checking in after 7:30 p.m. **without** a parent or an authorized emergency contact will receive progressive disciplinary action. Students checking in late are considered unexcused except those submitting formal documentation of the following:

doctor, dentist, court, illness/death in the immediate family or other circumstances at the discretion of the administration.

TARDY TO CLASS – Students are expected to be on time for all classes. Students have at least five (5) minutes to travel from one class to the next. To maintain a safe environment and harmonious class transitions, the administration will issue progressive disciplinary measures for students tardy to class.

- Tardy students in the 9th grade must report to the A-Building Office.
- Tardy students in the 10th – 12th grades must report to the D-Building Office.

STUDENTS ARE ENCOURAGED TO ALWAYS TAKE THE FASTEST ROUTE TO CLASS.

LEAVING SCHOOL – After arriving on Whitehaven High School's campus, students must remain until dismissal unless he/she is checked out by the parent, or another authorized emergency contact listed in PowerSchool. The parent or authorized contact must present proper state identification (Driver's License or State ID).

- Students in the 9th grade leaving school before dismissal are checked out through the A-Building Office.
- Students in the 10th – 12th grades leaving school before dismissal are checked out through the D-Building Office.
- Students will be walked from his/her class **after** the parent or authorized emergency contact in PowerSchool arrives and present proper identification.
- **The parent or authorized emergency contact in PowerSchool must provide valid state issued identification.**
- Early dismissal will not be approved over the telephone or with an email.

CHECKING-OUT IS NOT PERMITTED AFTER 1:45 p.m.

Make-up Work – Attending school regularly is paramount to achieve academic success. Students should make every effort and be afforded the opportunity to make up work missed due to excused and unexcused absences. A written statement within two (2) school days of the student's return to school shall be required from the parent or guardian explaining the reason for each absence. Failure to submit an excused note within two (2) days will result in an unexcused absence. The student is responsible for following the teacher's syllabi concerning make-up work.

- In the event of an excused absence, students are expected to make up work missed within a reasonable time (e.g., at least one or more days of makeup for each day of excused absence).
- In the event of an unexcused absence (including out of school suspensions), one day of makeup time shall be allowed for each day of unexcused absence, unless otherwise extended by the school or extended based on law or policy.

Students and/or their parents should work with the teacher for assistance in making up work (e.g., obtaining make-up work/assignments, participating in available tutoring/requesting tutoring, ZAP, and other safety nets).

HALLS – Except passing classes, students MUST have a Hall Pass while out of class. Students found in the hall without a hall pass during instructional time are subject to progressive disciplinary action. Students must obtain a hall pass from his/her classroom teacher to report to guidance, school nurse, or grade level administrator. Hall passes will not be issued during the first or last 15 minutes of instructional time. Missed instructional time impacts academic outcomes.

MSCS Policy 6067 Supervision of Students

During School Hours

Students will be under the supervision of school personnel or persons appointed by authorized school personnel during school and school-sponsored events. Students must leave immediately after their supervised activity ends or remain with his/her adult supervision until the end of the activity.

Non-School Hours

Students are encouraged to arrive on campus no sooner than 6:45 a.m. for breakfast and leave campus immediately after school dismissal at 2:15 p.m. Students must refrain from loitering on campus or returning to the school building after dismissal unless supervised.

It is the parents' responsibility to ensure adequate supervision of their children before and after school hours. Students found at school unsupervised will be subject to progressive disciplinary actions, a written notice to MSCS Security, and/or a referral to Tennessee Department of Children's Service.

Participation in After-school Activities

All students participating in after-school activities must report to the auditorium from the front doors near the main office and be seated in the auditorium by 2:30 p.m. Students will sit in the appropriate section and wait for instructions to leave with their teacher, sponsor, or coach. **Students who do not report to the auditorium by 2:30 p.m. will not be allowed to participate in the after-school activity.**

MSCS POLICY 5004 Graduation Requirements

To earn a regular high school diploma, students shall meet the minimum standards established by the State Board of Education. Specifically, students shall complete the ACT or SAT prior to graduation, if the student was enrolled in a Tennessee public high school during their 11th grade year*, have a satisfactory record of attendance and discipline, and earn the following twenty-two (22) units of credit:

• English Language Arts 4 credits • Mathematics 4 credits • Science 3 credits • Social Studies 3 credits • Wellness 1 credit • Physical Education 0.5 credit • Personal Finance 0.5 credit • Elective Focus 3 credits • World Language** 2 credits • Fine Arts** 1 credit Total 22 credits

[https://go.boarddocs.com/tn/scsk12/Board.nsf/files/CHTNGC5FCB28/\\$file/5004%20Graduation%20Requirements.pdf](https://go.boarddocs.com/tn/scsk12/Board.nsf/files/CHTNGC5FCB28/$file/5004%20Graduation%20Requirements.pdf)

MSCS POLICY 6034 PARTICIPATION IN COMMENCEMENT EXERCISES

Students must maintain acceptable behavior, as determined by the school principal, to qualify for participation in the graduation ceremony. Students must also meet all graduation requirements as outlined by the State of Tennessee Department of Education, Memphis Shelby County Schools, and

Whitehaven High School. Students who are under suspension or expelled at the time of commencement will not be eligible to participate in commencement exercises.

MSCS POLICY 6013 PARTICIPATION IN SCHOOL PROGRAMS (Extracurricular Programs and Activities)

Memphis Shelby County Schools considers participation in extracurricular activities a privilege afforded to students by the district. Therefore, extracurricular participation is not protected by due process appeals procedures related to student discipline afforded to all students under state law or board policy. Consequently, students shall be subject to disciplinary actions in the activity up to and including dismissal from participation in the extracurricular activity for negative or inappropriate behavior at any time during a calendar year.

For a student to be eligible to participate in any curricular or extracurricular school-sponsored program or activity, he/she must:

- Be a regularly enrolled student in the Memphis Shelby County Schools system
- Maintain at minimum, a semester grade point average (GPA) of 2.0
- Abide by the applicable policies, rules and regulations pertaining to the extracurricular programs or activities

Board policy 6064 requires the principal to approve all student clubs and organizations each school to distribute a list of available clubs and organizations in the student handbook or equivalent, and must include:

- the names of the clubs and organizations, including any abbreviations or acronyms
- the mission and purpose of the clubs and organizations
- all financial requirements associated with membership in the club or organization; and
- **the procedures for providing informed written consent by parents and/or legal guardians for minor students to join or participate**

POLICIES GOVERNING CURRICULUM AND INSTRUCTION
MSCS POLICY 5015 GRADING SYSTEM
Revised 10-Point Grading Scale

	A	90-100
	B	80-89
	C	70-79
	D	60-69
	F	Below 60

The Grade Point Average (GPA) is computed for each senior by using the semester grades earned in grades 9 through 12. Each semester letter grade receives a numerical value as shown on the Quality Points Scale. These values are then added together and divided by the total number of grades used.

Quality Points Scale					
LEVEL	A	B	C	D	F
Standard (4)	4	3	2	1	0
Enriched/Honors (6)	5	4	3	1	0
Advanced Placement (8)*	6	5	4	1	0

**The District may award the additional weighting to the grades of students who have completed an AP, Cambridge International, or IB course, or a course aligned with an Industry Credential or CLEP exam, prior to the student sitting for the culminating exam. However, the additional percentage points will be removed if the student does not participate in the culminating exam by the end of the school year in which the course was completed.*

NOTE: MANY COLLEGES AND UNIVERSITIES RECALCULATE GPAS BASED ON A 4.0 SCALE REGARDLESS OF THE QUALITY POINTS SCALE SHOWN ABOVE.

Honor Roll

Principal's List: Student has all A's, no N's or U's in conduct.

Distinguished Honor Roll: Student has a GPA of 3.6 or above, with no N's or U's in conduct.
No D's or F's.

Honor Roll: Student has a GPA of 3.0 to 3.599 with no N's or U's in conduct.
No D's or F's.

Citizenship: Student has all E's in conduct including homeroom.

Perfect Attendance: Student maintains perfect attendance (no absences or tardies) for the entire nine (9) weeks, including homeroom. School sponsored field trips are not counted as absences.

REPORT CARDS – Report Cards will be issued on the Wednesday following the close of each nine-week grading period.

PROGRESS REPORT – Progress reports will be issued at the four and a half week point of each nine-week grading period.

TEXTBOOKS – Students are responsible for textbooks issued to them. Lost textbooks are governed by Board of Education policy #6029, which, in part, states that any lost or damaged book must be paid for by the student, parent, or guardian. Any new book must be replaced at 100% of the replacement price and any used book at 75% of the replacement price. The issued textbooks must be returned, or restitution made: (1) before new textbooks are issued or (2) report cards or diplomas issued, or (3) before processing a transfer.

REGISTRATION- Custodial parents/legal guardians must provide two proofs of residency within the enrollment boundary established by Memphis Shelby County Schools. In addition, Whitehaven High requires parents to review and sign confirmation of their child's course selection sheet. This process ensures each student is provided with the individualized attention required to provide the courseload that best fits the academic progression for post-secondary education and career.



Whitehaven High School Black Card Criteria—issued Colored Lanyard

- Have earned a 30 or more on any subtest of the ACT or a 30-composite score on the ACT or SAT
- Member of the National Honor Society
- Member of the National Spanish Honor Society
- Member of the National English Honor Society
- Member of the National Science Honor Society
- Earned at least a \$100,000 in scholarships and awards (Fortune 500 Club)
- Met all ACT College Readiness Benchmarks
- Met all college readiness benchmarks on the PSAT
- Industry Certification (Microsoft Office/Career Readiness Certification)
- National Merit Finalists
- National Merit Scholars
- Passing score on Advanced Placement exam
- Met all benchmarks on the TCAP Alt
- Expected to maintain a 95% attendance rate per semester

Any LOST Black Card will not be replaced until a NEW Benchmark is met.

Black Card members with BLACK lanyards:

- Students are allowed to be out of uniform on the FIRST and LAST day of the school week.

- **Clothing MUST be appropriate and of good taste. Clothing that is ripped or torn and exposing skin, see-thru, too revealing, too tight, offensive, or unsafe (such as flip flops, shoes without heel strap) are always prohibited.**
- Lanyards with Black Card must be worn and visible.
- Privileges of a Black Card member can be revoked.

Black Card members with **Multi-Colored lanyards:**

- Black card status is based on a student's UNWEIGHTED GPA of 3.25.
- Status will be reviewed quarterly.
- The students must bring their report card to Dr. Hunter during lunch on Thursday or Friday after the report card issue date.
- The MULTICOLORED lanyard and Black Card must be worn daily.
 - **Clothing MUST be appropriate and of good taste. Clothing that is ripped or torn and exposing skin, see-thru, too revealing, too tight, offensive or unsafe (such as flip flops, shoes without heel strap) are always prohibited.**
- Students are allowed to be out of uniform EVERY day.
- Privileges of a Black Card member can be revoked.

SAFETY NETS

ACADEMIC TUTORING – After-school tutoring is available each week on Tuesday, Wednesday, Thursday and Friday from 2:30-4:00 p.m. from teachers. Please refer to the school-wide tutoring list, located in the Main Office and school website, for a specific teacher's tutoring day(s).

TIGER TUTORING TIME – (T³) is an intervention program designed to provide students with additional opportunities to complete assignments, obtain content knowledge, and increase their 1st, 2nd, or 3rd nine weeks grade up to 70%. Students who receive a grade of 59 or below in English, History, Mathematics, Science, Personal Finance, and World Language will be eligible to participate in this program. T³ will take place weekly on Tuesday, Wednesday, and Thursday 2:30 p.m.- 4:00 p.m. unless otherwise notified.

ZAP – The purpose of ZAP is to provide motivation to students who have not been successful on tests. This program is not designed as punishment, but rather a second chance to succeed. It is also designed to allow parents to become more involved in the educational process. The student is responsible for requesting the ZAP referral from the teacher. The completed ZAP referral, inclusive of parent/guardian's signature, must be submitted back to the referring teacher by the Wednesday prior to the scheduled ZAP session. ZAP sessions are held on Fridays after school. Students report to the auditorium prior to 2:30 p.m. for ZAP.

LIBRARY - The library is available for class projects, class visits and silent-sustained reading sessions. The Library Media center offers after-school hours on Tuesday and Thursday from 2:30 p.m.-3:30 p.m. and is available during lunch hours for Black Card members or for students with a library hall pass, provided by their teacher.

Students must have a library hall pass to enter the library during regular class periods or lunch. Students may use computers, check out books or work on projects. Students are required to:

- Sign-in
- Follow the posted routines, procedures and expectations regarding behavior while using the library
- Must practice computer and internet safety and abide by the MSCS POLICY 6031 which outlines the guidelines of acceptable use

ALL STUDENTS ARE EXPECTED TO COMPLY WITH ALL SCHOOL RULES DURING PARTICIPATION IN SAFETY NETS AND AFTER-SCHOOL ACTIVITIES.

GENERAL STUDENT EXPECTATIONS

LUNCH – All students must eat lunch in the cafeteria or other designated areas. Students who do not want to eat lunch will report to the auditorium. In the cafeteria, Black Card members will be called first and may enter the serving lines once they enter the cafeteria. Students in the cafeteria and auditorium must ask for permission to move from their seats or go to the restroom. **Students must ONLY use the restrooms in the lobby between the cafeteria and auditorium.** At NO time should any student leave the cafeteria or auditorium without permission. During lunch, students must not be in other areas of the building. Each student is expected to clean his or her own table. Trash receptacles are available throughout the cafeteria. MSCS provides lunch free of charge to all students or students may bring their lunch from home.

Only Black Card members may eat outside in the patio areas near Dr. Hunter's office or between the C and D Buildings.

No outside food (except home lunch) may be brought on campus. Door Dash/Uber Eats, and other delivery services will be confiscated and returned to the student after school. Parents may not bring fast food items to school for students.

FOOD AND BEVERAGE - All food and beverages must be consumed in the cafeteria or other designated areas. **At NO time will a student be allowed to sell items at school.** Students in possession of bulk items will have those items confiscated and may receive progressive disciplinary action. To receive confiscated items, a store receipt must be provided by the parent or legal guardian and picked up from 2:45 – 3:15 p.m. Tuesday - Friday. All unclaimed confiscated items will be subsequently disposed of if not picked up in a timely manner.

LEAVING CAMPUS FOR LUNCH – Students are not permitted to leave campus for lunch.

SCHOOL BUS TRANSPORTATION - Bus transportation is provided for students that live more than two (2) miles away from school (Gen Ed). Optional School and General Choice transfer students must provide their own transportation.

- General education riders must display their school bus pass to the driver upon boarding the bus in the morning and afternoon and to their teacher in the afternoon to be dismissed from class. Bus riders may not leave campus after arriving on campus.
- Students should be allowed to board a bus in the morning without a bus pass but must have a **temporary pass** prior to afternoon dismissal. Students will be **denied ridership** in the afternoons without a pass and should not leave their class early with the bus riders. Students must report to the A-building office with a hall pass from their teacher to obtain a temporary pass for that day and the following morning. Replacement passes will not be issued after 12:30 p.m. Permanent replacement passes must be picked up by the student's parent or guardian. Bus riders who are not riding the afternoon bus must remain in class and follow normal dismissal procedures.

AUTOMOBILES – Students who drive to school are required to:

- Submit a copy of student's driver license and proof of insurance to the D-Building Office
- Submit a Student Parking Agreement <https://forms.office.com/r/4k4sikx94w>

Student parking is **ONLY** permitted in the fenced student parking lot on the west side of campus. After arriving on campus, students must immediately unload, leave the parking lot and enter the school building. Loitering in or around their vehicle is not permitted.

At dismissal, students who are not participating in after-school activities should leave campus immediately.

Students should not return to the student parking lot during the school day without administrative permission.

The student parking lot gates are locked from 7:30 a.m. to 2:00 p.m. Students that arrive after the gate is locked must report to the D-building office to check-in and obtain entrance to the student lot.

Reckless driving, illegal parking, and loud music are **PROHIBITED**.

Violations (including not parking in the designated student lot) will be subject to progressive disciplinary actions.

RECEIVING CALLS – The office will not call students from class to answer the telephone. Only emergency messages will be delivered. In the event of an emergency, the parent must contact the appropriate grade level office. Student use of cell phones is restricted during the school day per MSCS Policy #6024. Any student caught using a cell phone (texting or calling) will be subject to confiscation or other progressive disciplinary actions if refused.

LOCKERS - Students are expected to use the locker that they are assigned. There is no fee for utilizing lockers. They will be distributed during the first few weeks of school with notice. **NO MORE THAN ONE PERSON PER LOCKER**. Lockers will be inspected and searched, if necessary, at the discretion of the administration. Students must understand that lockers are provided for storage of daily school related items, i.e., books, paper, notebooks, pens, pencils, etc. Students are instructed not to store valuable items in their lockers (i.e., shoes, calculators, headphones, i-Pads, laptops etc.) unless properly secured. Students are permitted to provide locks for their lockers. If a student utilizes this opportunity to use his or her own lock, a second key or combination **MUST** be provided to Ms. V. Moffett.

BACKPACKS – To ensure school safety, students **MUST** carry clear handheld carrying cases. Any other type of backpack, bag, purse, etc. will not be permitted. Athletes must take practice bags to their coach for storage prior to 7:10 a.m.

WITHDRAWAL OF STUDENTS – If a student relocates out of Whitehaven's district and must withdraw, the proper paperwork must be completed in the grade level office. All paperwork must be completed and submitted before the withdrawal is deemed official. A parent or guardian should accompany the student on campus during the withdrawal process. It may take up to 48 business hours to complete the withdrawal.

CAMPUS VISITATIONS – All visitors must check in with the main office located in the "B" building **MAIN OFFICE** upon their arrival on campus to obtain a visitor's badge. Anyone not checking in may be considered trespassing and subject arrest. If a student is absent, he or she is prohibited from being on campus without a parent, which includes dropping off or picking up class assignments.

STUDENT DELIVERIES – Delivery of non-school related material to students is **prohibited**, i.e., flowers, balloons, etc. Any approved delivery must be delivered to the main office. Food brought to school by parents or guardians is prohibited, except for medical reasons.

NON-SANCTIONED– Whitehaven High School does not sanction high school fraternities and sororities. Any pledging or wearing of paraphernalia is prohibited. Membership is not regulated through

Whitehaven High; therefore, activities and functions are not allowed on campus. ALL AUTHORIZED STUDENT CLUBS AND ORGANIZATIONS MUST HAVE A WHITEHAVEN HIGH SCHOOL STAFF SPONSOR.

POLICIES GOVERNING STUDENT BEHAVIOR

Self-discipline is one of the basic educational objectives of Memphis Shelby County Schools. When students have difficulty in abiding by the rules and regulations as set by the Board of Education and local school unit, appropriate methods of correction to this misbehavior will be used. A copy of the MSCS Board's "Policies Governing Students Behavior" is in all administrative offices. **Due Process procedures will be extended in all discipline cases.**

Respectful behavior is expected at all times. Administrative disciplinary actions will be administered progressively, including but not limited to:

- Conference with the student
- Referral to Guidance
- Referral to Behavior Specialist
- Referral to Social Worker
- Detention
- Campus Beautification
- Lunch Duty
- Saturday School
- Mandatory Parent Conference
- In-School-Suspension
- Out-of-School Suspension
- Expulsion

Detention will be issued at the discretion of the administrator for minor infractions. Detention will be held Tuesday and Thursday afternoons from 2:30 p.m. - 3:15 p.m. in the cafeteria (Tiger Den entrance). Students must report to the assigned area on time. Students will not be allowed to talk or sleep while in detention. Failure to participate or late arrival will result in other progressive disciplinary actions.

In-School-Suspension (ISS) will be issued at the discretion of school administrators. During ISS, students will be isolated from the normal school climate. All assignments completed in ISS will be returned to the classroom teacher.

Campus Beautification will be issued at the discretion of school administrators. Failure to participate in the beautification process will result in other progressive disciplinary actions.

Saturday School will be issued at the discretion of the administrator for minor infractions such as tardy to class or dress code violations. Saturday School will be held on Saturdays from 8:30 am to 11:30 am. Students must be picked up or off campus no later than 11:45 a.m. Students are expected to arrive on time, be in school uniform, participate in academic assignments and behave appropriately. A student's failure to adhere to Saturday School expectations will result in other progressive disciplinary actions.

Mandatory Parent Conferences will be issued at the discretion of school administrators. Parent conferences are to be cleared with the **PARENT OR LEGAL GUARDIAN** of the student.

Out-of-School Suspensions (1-10 days) will be issued at the discretion of school administrators. Suspensions are to be cleared with the **PARENT OR LEGAL GUARDIAN** of the student. Suspensions of 10 days or less are appealed to the school principal, Dr. Hunter.

Parent conferences and suspensions **will not** be cleared by telephone. All class time missed due to mandatory parent conferences or suspensions are unexcused.

Long Term Suspension/Expulsion Recommendation (11-180 days) are to be cleared with the **PARENT OR LEGAL GUARDIAN** of the student. Expulsions may be appealed to the MSCS Disciplinary Hearing Officer through the S.E.E.D. office. Parents should call 901-416-6007 to schedule an appeal hearing within 5 days of receiving a long-term suspension. Hearings will be held within 10 days of the long-term suspension. Parents should also call 901-416-2200 for an Alternative School placement regardless of their choice to appeal the suspension. This allows for orientation and school placement to take place and reduces the number of days outside of an educational setting.

DRESS CODE – Please refer to the Uniform Expectations, adopted by the Leadership Council at Whitehaven High, in the appendix of this Student/Parent Expectation Plan. Violators will receive progressive disciplinary actions based on Memphis Shelby County Schools Discipline Policies. COMPLETE UNIFORM MUST BE WORN BY STUDENTS FROM ARRIVAL ON CAMPUS UNTIL THEIR EXIT, INCLUDING SPECIFIED ACTIVITIES OUTSIDE OF SCHOOL HOURS.

MSCS Policy 6021: The standards for Memphis Shelby County Schools dress reflect “common sense” and a concern for each child's comfort, safety, cleanliness, and sense of modesty. There is a strong relationship between neat, appropriate attire and a positive learning environment. Apparel or appearance which tends to draw attention to an individual rather than to a learning situation must be avoided. To that end, Memphis Shelby County Schools establishes a basic dress code to ensure appropriate and modest dress. The school administration reserves the right to determine whether the student's attire is within the limits of decency, modesty, and safety. The School Uniform Policy is in Appendix A.

Spirit Days: When students are allowed to attend school out of uniform, clothing **MUST** be appropriate and of good taste. Clothing that is ripped or torn and exposing skin, see-thru, too revealing, too tight, offensive or unsafe (such as flip flops, shoes without heel strap) are always prohibited.

SMOKING/VAPING – Smoking or vaping and the use of any other tobacco products is prohibited in school buildings and on grounds of all Memphis Shelby County Schools, including after school activities, athletic events, etc.

CELL PHONES / ELECTRONIC DEVICES – Students are prohibited from possessing any type of phone or electronic device (i.e., radios, tape players, CD players, ear buds, headphones, beepers, iPods, MP3 players, televisions, etc.) **that are turned on or visible/audible at any time during the regular school day. Headphones, earbuds, and cellphones are expected to remain invisible throughout the day.**

For this policy's purpose, possession means being found in any article of clothing, purse, book bag, carry bag, or in any location on school property other than the approved storage location as written and approved by school officials. Students who wish to carry a cell phone/electronic device with them to and from school must keep the device **turned off and stored** (e.g., kept in the student's assigned locker, automobile, or other school approved location at all times during the entire school day), unless otherwise determined by the principal.

District security officers may, if they have reasonable suspicion to do so, search any cell phone brought onto any MSCS property, which includes but is not limited to parking areas. **The school is not responsible for any loss or theft of confiscated items while on school property.** A student found in violation of MSCS Policy #6024 during the school day shall have the item confiscated from him or her and stored by the grade level administrator.

Only the PARENT or LEGAL GUARDIAN may pick up confiscated items the following school day (except on Mondays) from 2:45 p.m.- 3:15 p.m. from the appropriate grade level office. A student's failure to surrender an electronic device will result in progressive disciplinary action.

The school/district does not take responsibility for confiscated items and will not compensate the owner for any lost, stolen, or damaged confiscated items while in custody of the district.

INSUBORDINATION – Students are insubordinate when they refuse to follow a reasonable request, direction, or instruction of an adult through disobedience, defiance, unruliness, or noncompliance. This includes, but is not limited to, walking away when being addressed by an adult, refusal to work in class, arriving late to class and refusal to report to the appropriate disciplinary office or other similar actions. Students who are insubordinate will receive progressive discipline.

WEAPONS – It is a felony in the State of Tennessee to carry a weapon on school property. Any student with a weapon on Whitehaven High School's property, according to Tennessee statute and MSCS Board policy, will be subjected to the state's mandated 180 Day expulsion from school.

MSCS Policy 6046: Student harassment, intimidation, bullying or cyberbullying will not be tolerated.

- Conduct aimed at defining a student in a sexual manner
- Conduct impugning the character of a student based on allegations of sexual promiscuity.
- Conduct motivated by any actual or perceived characteristic, including but not limited to, race, color, religion, ancestry, national origin, sex, sexual orientation, gender identity and expression, a mental, physical or sensory disability, socio-economic or familial status.

Parent Video Requests- If a parent would like to view a captured video of an incident please follow the following steps:

- Complete a Video Request Form
- The school administrator will then submit this form to the Office of General Counsel
- The Office of General Counsel will review the video and advise rather or not the requested footage is an educational record of the student that the parent has a right to review.
- If the requested footage is NOT an educational record, the request will be denied.
- If the footage is an educational record, the parent may watch the relevant portion at the school but may not be provided a copy nor may they record the footage.

SAFETY PLAN FOR SCHOOL RELATED INCIDENTS

- Students and/or parents must **immediately report problems** to school staff.
- The complainant must submit a detailed written statement to facilitate an investigation.
- The investigation of the accusation will be conducted by the student's grade level administrator.
- The administrator will collect statements from witnesses.
- Students and parents are expected to refrain from retaliation and allow school authority to handle the incident.

Off-campus incidents should be reported to the Memphis Police Department.

REWARDS – A reward will be given to any person for information leading to proof of another person’s involvement in vandalism, theft, destruction of school property, possession, selling, or use of drugs and/or alcohol, and information concerning students with weapons or any criminal act.

TRUST PAYS – Rewards up to two-hundred dollars (\$200.00) for information regarding drugs, alcohol, gang related activity, weapons and/or information which lead to stopping a potentially dangerous situation (i.e., fight). It is confidential and students may approach any staff, teacher or administrator with information. The information is forwarded to Dr. Jason Bolden.

Social Emotional Learning Supports

- New ways of learning can be stressful for students
- Support is available for students
- For assistance with homework, students can reach the homework hotline at 901-416-1234.

– Grade Level Counselors and Support Staff

- 9th – Mrs. Lachondra Nevelles—416-6804-- nevellesl@scsk12.org
- 10th – Mrs. Jocelyn Love-Jackson-- 416-6805-- lovejacksonje@scsk12.org
- 11th – Mrs. Natalie Stephens—416-6807-- stephennt@scsk12.org
- 12th -- Mrs. Devonah Bowers—416-6825 -- bowersd2@scsk12.org
- Graduation Coach—Mrs. Akita Gray 416-6845 bangergraya@scsk12.org
- School Social Work – Ms. C. Ray – raycr@scsk12.org
- School Behavior Specialists -- Mr. J. Wolfe — wolfejk@scsk12.org Dr. Joseph Kyles kylesj2@scsk12.org
- MSCS Social Emotional Learning - 901-416-8484 and 901-416-2266
- For domestic violence, parents may call 1-800-356-6767

WHITEHAVEN HIGH SCHOOL BLITZ SCHEDULE 2025-2026
Mock

1, 3, 5, 7 and 9 Day

Period	Instructional Time	Lunch Buildings	Lunch Time	Length of Period
1 st	7:15 am-8:30 am			75 minutes
3 rd	8:35 am-9:50 am			75 minutes
5 th	9:55 am-11:10 am			75 minutes
7 th	11:15 am-12:55 pm			
	1 st Lunch	A and B	11:25 am-12:05 pm	40 minutes
	2 nd Lunch	C, D and GYM	12:15 pm-12:55 pm	40 minutes
9 th	1:00 pm-2:15 pm		Read, Write, Think & Compute Block	75 minutes

2, 4, 6, 8 and 10 Day

Period	Instructional Time	Lunch Buildings	Lunch Time	Length of Period
2 nd	7:15 am-8:30 am			75 minutes
4 th	8:35 am-9:50 am			75 minutes
6 th	9:55 am-11:10 am			75 minutes
8 th	11:15 am-12:55 pm		EOC Block	
	1 st Lunch	A and B	11:25 am-12:05 pm	40 minutes
	2 nd Lunch	C, D and GYM	12:15 pm-12:55 pm	40 minutes
10 th	1:00 pm-2:15 pm		S.T.E.M. Block	75 minutes

Block Homeroom Bell Schedule

Period	Instructional Time	Lunch Buildings	Lunch Time	Length of Period
Homeroom	7:15 am-7:30 am			15 minutes
1 st or 2 nd	7:35 am-8:45 am			70 minutes
3 rd or 4 th	8:50 am-10:00 am			70 minutes
5 th or 6 th	10:05 am-11:15 am			70 minutes
7 th or 8 th	11:20 am-1:00 pm			
	1 st Lunch	A and B	11:30 am-12:10 pm	40 minutes
	2 nd Lunch	C, D and GYM	12:20 pm-1:00 pm	40 minutes
9 th or 10 th	1:05 pm-2:15 pm		Read, Write, Think & Compute/S.T.E.M. Block	70 minutes

WHITEHAVEN HIGH SCHOOL 7-PERIOD SCHEDULE 2025-2026

Non-Homeroom Bell Schedule Periods 1-7

Period	Instructional Time	Lunch Buildings	Lunch Time	Length of Period
1 st	7:15-8:00			45 minutes
2 nd	8:05-8:50			45 minutes
3 rd	8:55-9:40			45 minutes
4 th	9:45-10:30			45 minutes
5 th	10:35-12:30			115 minutes
Announcements	10:35-10:45			10 minutes
	1 st Lunch	A and B	10:50-11:35	45 minutes
	2 nd Lunch	C, D and GYM	11:45-12:30	45 minutes
6 th	12:35-1:20			45 minutes
7 th	1:25-2:15			50 minutes

Homeroom Bell Schedule Periods 1-7

Period	Instructional Time	Lunch Buildings	Lunch Time	Length of Period
Homeroom	7:15 - 7:30			15 minutes
1 ST	7:35 – 8:20			45 minutes
2 nd	8:25 – 9:10			45 minutes
3 rd	9:15 – 10:00			45 minutes
4 th	10:05 – 10:50			45 minutes
5 th	10:55 – 12:30			115 minutes
	1 st Lunch	A, B	11:00 – 11:40	40 minutes
	2 nd Lunch	C, D and Gym	11:50 – 12:30	40 minutes
6 th	12:35 – 1:20			45 minutes
7 th	1:25 – 2:15			50 minutes
Announcements	2:10 – 2:15			5 minutes

First Semester:

Mondays & Wednesdays 1, 3, 5, 7, & 9 Tuesday & Thursdays 2, 4, 6, 8,& 10
Fridays All Periods

Second Semester:

Mondays & Wednesdays 2, 4, 6, 8, & 10 Tuesdays & Thursdays 1, 3, 5, 7, & 9
Fridays All Periods 1-7

Helpful Family Links

Shelby County School S.A.F.E. PLAN link:

<http://www.MSCSk12.org/safeplan/?PID=1672>

Parent/Student Digital Learning Guide:

http://www.MSCSk12.org/safeplan/files/2020/Student-Parent-Digital-Guide_20-21.pdf?PID=1763

District Grading Protocols for High School Courses:

<http://www.scsk12.org/ci/files/2022/Revised%20Word%20High-Grading-Protocol%20July%2015.pdf>

Special Education/Clue:

<http://www.MSCSk12.org/safeplan/files/2020/SPED-FAQs.pdf?PID=1764>

S.A.F.E. RE-ENTRY PLAN FAQ:

<http://www.MSCSk12.org/safeplan/files/2020/PARENT-FAQ-8.3.20.pdf>

Comprehensive Academic Framework:

<http://www.scsk12.org/ci/files/2022/Academic%20Framework%20COMPREHENSIVE%209.23.22.pdf>

Parent Academic Resources:

<http://www.scsk12.org/ci/parent?PID=1811>

Appendices

Appendix A

SCHOOL UNIFORM POLICY

MSCS BOARD POLICY 6021

[HTTPS://GO.BOARDDOCS.COM/TN/SCSK12/BOARD.NSF/FILES/BSEVCT802322/\\$FILE/6021%20STUDENT%20DRESS%20CODE-ADMINISTRATIVE%20RULES%20AND%20REG%20REV%208-12-2020.PDF](https://go.boarddocs.com/tn/scsk12/board.nsf/files/BSEVCT802322/$FILE/6021%20STUDENT%20DRESS%20CODE-ADMINISTRATIVE%20RULES%20AND%20REG%20REV%208-12-2020.PDF)

Schools wishing to change their method of dress by adopting or discontinuing standardized dress/uniforms may do so in accordance with the process outlined in the administrative rules and regulations accompanying this policy. To change its method of dress a school must request and receive approval from the Superintendent (or designee) in accordance with the process outlined in the administrative rules and regulations accompanying this policy.

Any approved changes to a school's method of dress become effective for the following school year and shall remain in effect for a minimum of four (4) school years. Shelby County Board of Education 6021 Issued Date: 08/26/10 Revised: 05/28/13 Effective: 07/01/13 Revised: 07/15/14 Page 2 of 11 At its discretion, the District may at any time implement standardized dress/uniforms at a school based on safety concerns (e.g., gang activity) or other justifiable reasons.

Whitehaven High School embraces the importance of striving for knowledge and development of good character. The Whitehaven Uniform Policy is one of many measures utilized to assist students in developing skills such as being well groomed, following rules, self-discipline, and avoiding negative peer pressure that are necessary to become productive citizens.

The basic uniform is as follows: **White or black** shirt or blouse **with collar and sleeves** (long or short sleeves acceptable; sleeveless tops are not acceptable).

- Bottoms (pants, knee-length walking shorts, jumpers or skirts) can be **black, navy or tan** (olive, gray or brown are not permitted)
- ID card, when issued, must be worn **visibly** around the neck on a lanyard.
- **ALL CLOTHES SOLD AT UNIFORM STORES DO NOT MEET MSCS POLICY STANDARDS**

Parents and students should also note that:

- Pants must be straight-legged or boot cut. Full-length pants, cropped pants, cargo pants, walking shorts and straight-legged capri pants are permitted. Denim jeans, pedal pushers, and bell-bottoms are not permitted.
- Pants must not be oversized or undersized. **Pants must fit and remain at the waist.** Baggy pants, sagging pants, tights, or pants made of spandex are prohibited. If belts are worn, they must be fitted and put through belt loops.
- Skirts, dresses, walking shorts or jumpers must be **at or below the knee.**
- Gentlemen are expected to have their shirts tucked inside their pants.
- T-shirts may be worn as undergarments. They must be solid **white or black.**
- Shoes should not have heels higher than an inch and a half. **NO flip-flops, shower shoes or house shoes.**
- Athletic or tennis shoes are acceptable.
- If sandals are worn, they must have a heel strap.
- No denim material (jeans pants, skirts or jumpers) may be worn as uniform clothing.
- **All uniform clothing, including belts, jackets or sweaters, must be plain with no manufacturers' logos, insignia, brand names or pictures visible on the clothing.**
- Light jackets or sweaters must be black, blue, white or tan with no manufacturers' logos, insignia, brand names or pictures visible.
- Head gear (hats, caps, headbands, do-rags, etc.) should **not be worn** in school buildings.
- Heavy coats, heavy jackets, raincoats, caps and hoods are not covered by these regulations and are not to be worn indoors during the school day unless permitted by the principal for special circumstances.
- Parents who do not wish their children to wear uniforms because of religious customs or because

of parents' strongly held beliefs must contact their school for a Request for Exemption form.

Spirit Days

All students are expected to comply with expectations or wear regular uniform. Clothing that is ripped or torn and exposing skin, see-thru, too revealing, too tight, offensive or unsafe are always prohibited.

School administration reserves the right to determine whether the student's attire is within the limits of decency, modesty, and safety.

BACKPACKS – To ensure school safety, students **MUST** carry clear handheld carrying cases. Any other type of backpacks, bags, purses, etc. will not be permitted.

Appendix B

TRANSPORTATION RULES

General and Special Education

The following student behavior and safety standards have been established as a guideline for all students eligible for transportation.

BEHAVIOR EXPECTATIONS

1. Students in grades K through 12 shall display their transportation bus pass to the driver upon boarding the bus both morning and afternoon.
2. Special education students must have a parent or guardian at their residence to receive them when dropped off. If there is no one present, they will be returned to their school for supervision until picked up by a parent or guardian.
3. Cooperate with the driver. Students should be respectful and not use obscene and/or abusive language. Use of aerosol sprays, perfumes, etc. is prohibited.
4. No screaming or yelling on the bus.
5. Students will not throw items in or out of the bus. This behavior can cause serious safety consequences.
6. No fighting, bullying, harassment or horseplay on the bus or at the bus stop.
7. Students will not deliberately stand on private property while waiting for the bus. **(If the bus stop does not allow enough space, please contact the Office of Student Transportation Services).**
8. Students will load and unload the bus in a safe and timely manner. Be at your bus stop at least 5 minutes prior to your assigned pick-up time.
9. Students must stay seated and not turn around in their seat. Nothing should ever block the aisle.
10. Smoking and use tobacco and/or drugs on the bus or at the bus stop is prohibited.
11. Students will not extend hands, arms, head or any body parts out of the windows.
12. Students will not tamper with equipment or vandalize the bus. Parents/students will be charged for repair to damage of the interior/exterior of the school bus, minimum cost \$65.00.
13. Keep the bus clean, no eating or drinking on the bus.
14. Students may not use electronic devices including cell phones, cameras, iPods/MP3 players, etc. on the school bus. Cell phones and electronic devices may not be used for phone calls, texting or taking pictures at any time while on the bus.
15. Students may only ride the bus which serves their home address and may only board or de-board at assigned stop.

SAFETY

1. Students will stay off the streets while awaiting the arrival of the bus.
2. Students must remain seated until the bus has come to a complete stop and the stop arm has been extended.
3. Students shall cross the street in front of the bus and under the direction of the driver. Look both ways then proceed to cross when the driver signals to them and the bus stop arm has been extended.

BUS PASS REPLACEMENT

- Students should be allowed to board a bus in the morning without a bus pass, but schools should issue **temporary passes** prior to afternoon dismissal. Students will be **denied ridership** in the afternoons without a pass and should not leave their class early with the bus riders. Students must report their need for a replacement bus pass to the teacher of their 1st class of the day. The 1st or 2nd period teacher will email Jason Bolden to process the replacement. Students will be called when the replacement pass is available. Bus riders who are not riding the afternoon bus must remain in class and follow normal dismissal procedures.

FIELD TRIPS

Students may participate in district and school sponsored field trips during the school year. The expectation is that students will follow all school bus behavior and safety rules as established by the Office of Student Transportation Services.

Remember: School Bus Transportation is a Privilege

Appendix C

MSCS STUDENT CODE OF CONDUCT

Category A – State Zero Tolerance Offenses

- Aggravated Assault resulting in serious bodily injury upon any teacher, principal, administrator, school resource officer, or any other school employee;
- Unlawful possession, sale, or evidence of use of drugs/narcotics at school or at a school-sponsored activity;
- Unauthorized possession of a firearm on school property or at a school sponsored activity.

Penalty for *Category A* Offenses:

- Expulsion/Suspension for 180 days

Notification will be made to law enforcement authorities. Any modification of this penalty can only be made by the Superintendent.

Category B

- Possession of a knife or any potentially lethal weapon, Taser, or explosive on school property or at a school-sponsored activity
- Evidence of drinking or possession of alcoholic beverages in school or at a school sponsored activity
- Off campus criminal behavior that results in the student being legally charged with an offense that would be classified as a felony if the student was charged as an adult or if adjudicated delinquent for an offense that would be classified as a felony if the students was an adult, or if the students was convicted of a felony, and the student's continued presence in school poses a danger to person or property or disrupts the educational process
- Issuance of a criminal complaint charging a student with a violent felony or issuance of a violent felony delinquency complaint against a student if the principal determines that the student's continued presence in school would have a substantial detrimental effect on the general welfare of the school. (*Out of school suspension is not permitted for this offense. Remand or expulsion is required.); Off-campus criminal behavior resulting in a felony charge, when the behavior poses a danger to persons or property or disrupts the educational process
- Gang activities - Activity that is threatening and/or intimidating, harassing in nature or recruiting; gang notebooks with gang pledges, codes and symbols that are used in communication such as threats and warnings and recruiting; gang related fights, and all types of violent acts; gang graffiti especially drawn on school property (bathrooms, lockers and hall walls); electronic devices such as cell phones with recognized gang text, with gang symbols, signs and language that is threatening and or intimidating
- Evidence of use or possession of drug paraphernalia, substances for huffing, any substance under guise of it being a controlled substance or prescription drug, and/or medical preparations without proper medical authorization
- Possession, use or distribution of counterfeit money on school property or at any school sponsored activity
- Assault upon any teacher, principal, administrator, school resource officer, or any other school employee
- Continuous and/or severe Category C Offenses

Penalty for *Category B* Offenses:

- Out of School Suspension
- Expulsion (11-180 day)

When appropriate, notification will be made to law enforcement authorities.

Modification of this penalty can be made by the Superintendent or the Disciplinary Hearing Authority.

Category C

1. Threatening bodily harm to school personnel, including transmitting by an electronic device any communication containing a credible threat to cause bodily injury or death to a school employee and the transmission of such threat creates actual disruptive activity at the school that requires administrative intervention
2. False accusations against school personnel
3. Making a threat, including a false report, to use a bomb, dynamite, any other deadly explosive or destructive device, including chemical weapons, on school property or at a school-sponsored event
4. Smoking and/or the possession of tobacco products by students while in or on school, properties or under school's jurisdiction during school hours or while participating in a school-sponsored event
5. Gang activities - any gang related activity not specified in Category B
6. One (1) or more students initiating a physical attack on an individual student on school property or at a school-sponsored activity
7. Malicious destruction of or damage to school property, including electronic media, or the property of any person attending or assigned to the school
8. Stealing or misappropriation of school or personal property (regardless of intent to return)
9. Immoral or disreputable conduct
10. Continuous and/or severe Category D Offenses

Penalty for Category C Offenses:

- In-School Suspension or
- Out-of-School Suspension

When appropriate, notification will be made to law enforcement authorities.

Category D

1. Open or continued defiant attitude or willful disobedience toward a member of school staff
2. Vulgar, profane, immoral/disreputable or rude remarks or non-verbal action to staff member or fellow student
3. Physical or verbal intimidation or threats to other students, including hazing
4. Threatening bodily harm to another student, including transmitting by an electronic device any communication containing a credible threat to cause bodily injury or death to a student and the transmission of such threat creates actual disruptive activity at the school that requires administrative intervention
5. Fighting in or on school property unless, in accordance with state law, the principal recommends no disciplinary action for a student who is deemed to have acted in self-defense or defense of another
6. Possession of mace or disabling sprays
7. Inappropriate use of electronic media, including, but not limited to, all calls (land line, cellular or computer generated), instant messaging, text messaging, audio recording devices, iPod, MP3s or any type of electronic music or entertainment device, and cameras and camera phones
8. Sexual, racial, ethnic, or religious harassment/discrimination
9. Bullying, intimidation, and harassment
10. Refusal to produce an object identified by metal detectors
11. Inciting, advising or counseling of others to engage in any acts in Categories A, B or C
12. Continuous and/or severe Category E Offenses

Penalty for Category D Offenses:

- Parent-Principal Conference
- Before/After School Detention/Saturday School
- In-School Suspension
- Out-of-School Suspension

Category E

1. Habitual and/or excessive tardiness
2. Class cutting
3. Intentional disturbance of class, cafeteria or school activities
4. Leaving school grounds without permission
5. Being in an unauthorized area without permission
6. Tampering with grades or report cards
7. Possession of lighters or matches
8. Possession of and access to beepers, cellular phones or other electronic communication devices during school hours without written permission of the principal
9. Inciting, advising or counseling others to engage in any acts in Category D
10. Dress code violation, including wearing, while on school grounds during the regular school day, clothing that exposes underwear or body parts in an indecent manner that disrupts the learning environment

Penalty for Category E Offenses:

- Parent-Principal Conference
- Before/After School Detention/Saturday School

Appendix D

BOARD POLICIES

Parents, please refer to the following Memphis Shelby County Schools student policies online. These policies are adhered to when educating and/or disciplining your child at Whitehaven High School. Please feel free to print these policies for future reference.

Policy Number	Policy Title
5004	Graduation Requirements
5005	Advanced Courses
5015	Grading System
5017	Honor Rolls and Recognitions
6014	Regularity of Attendance
6015	Pregnant and Married Students
6020	Students of Legal Age
6021	Dress Code
6022	Student Conduct
6030	Gang Policy
6035	Honorary Diploma
6036	Valedictorian & Salutatorian
6046	Harassment, Intimidation, or Bullying of Students (Sexual, Racial, Ethnic, Religious)
6047	School Fees and Debts
6048	Parental or Guardian Notice of school of Children's Criminal Record
6049	Assignment of Students to Classes
6050	Student Conduct on Buses
6052	Pledge of Allegiance/National Anthem

6063	Gifts
6064	Student Clubs and Organizations
6065	Student Government
6067	Supervision of Students

To access Board Policies: <http://www.MSCSk12.org/policy/?p=students>

Appendix E

OFFICE PROCEDURES

- **Students checking-in to school after 11:15 a.m. will be recorded as absent for that day.**
- **Students will not be permitted to be checked-out from school after 1:45 p.m.**
- **Disciplinary Conferences and Clearances will be processed daily during the hours of 7:45 a.m. – 9:15 a.m. or from 2:45 p.m. - 3:15 p.m. (except on Mondays).**
- **Only the PARENT or LEGAL GUARDIAN may pick up confiscated item(s) the following school day (except on Mondays) from 2:45 p.m. - 3:15 p.m. from the appropriate grade level office.**

TELEPHONE NUMBERS

Principal – Main Office	
Dr. Vincent J. Hunter	416-3000
Teresa LaDart, Secretary	416-6831
Vice Principal – Whitehaven High School	
Melissa Coleman	416-6823
Vice Principal – D Building Office	
Dr. Jason Bolden	416-6822
Curriculum/Instruction & Evaluation Administrator	
Dr. Qadriyyah Debnam, Assistant Principal	416-6833
9 th Grade Administrator – A Building Office	
Veranda Moffett, Assistant Principal	416-6820
Tiffany Edwards, General Office Secretary	416-6824

10 th Grade Administrator – D Building Office Ernest Smith, Assistant Principal	416-6821
11 th Grade Administrator – D Building Office Traci Townsel, Assistant Principal	416-6846
12 th Grade Administrator – D Building Office Tangela Taylor, Assistant Principal	416-6844
General Office Secretary - D-Building Office Alixandria Williams	416-6801
Ashleigh Gray	416-6824
Title I Instructional Facilitator - Library Aisha Dotson	416-6851
Professional Learning Coach - Library Wynette Atkins	416-6812
Parent Services Specialists Stanley Collins-D115	416-6843
Myra Newman-Main Office	416-6801
Guidance – Guidance Office Mrs. LaChondra Nevilles (9 th)	416-6804
Mrs. Elaine Love Jackson (10 th)	416-6805
Mrs. Natalie Stephen (11 th)	416-6807
Mrs. Devonnah Bowers (12 th)	416-6825
Graduation Coach--- Mrs. Akita Gray	416-6845
Bookkeeping – Main Office Jamaica Todd, Financial Secretary	416-6802
Student Records – Main Office JaMaya Hall, Records Secretary	416-6808
PowerSchool – Main Office Evangeline Hearn, PowerSchool Secretary	416-6809
Abigail Fisher, Attendance Liaison	416-3000

WHITEHAVEN PARENT TEACHER STUDENT ORGANIZATION

All Whitehaven Empowerment Zone Schools Are PTO/PTSO Schools.

The purpose of the PTSO is to enhance and support our student's experience at the Whitehaven Empowerment Zone, to develop a closer connection between home and school by promoting increased parent involvement, and to advance the learning environment at WEZ through volunteering, education and financial support. The need for strong family involvement starts by the time children are in preschool and continues through high school. When parents, families, and members of the community are involved with schools, all children benefit. Adult participation sends the message that school is important and the work children do there is worthy of adult attention. However, many people do not feel welcome at school. They may want to volunteer but don't know how to begin. They may believe that children and teachers do not want them there, or they may not know how to fit one more activity into an already tight schedule.

These situations present perfect opportunities for schools to reach out and provide avenues for parents, family members, and others to provide support.

Our PTSO Eleven Major Types of Partnerships between Schools, Families, and Communities

Focus 1- Welcoming All Families into the Community Families are active participants in the life of the school and feel welcomed, valued and connected to each other, to school staff and to what students are learning and doing in class.

Focus 2 – Communicating Effectively Families and school staff engage in regular, two-way, meaningful communication and learning. The use of effective forms for school-to-home- and home-to-school communications.

Focus 3 – Supporting Student Success Families and school staff continuously collaborate to support students' learning and healthy development, both at home and at school, and have regular opportunities to strengthen their knowledge and skills to do so effectively.

Focus 4 – Partnering Power which speaking Up for Every Child Families are empowered to be advocates for their own and other children to ensure that students are treated fairly and have access to learning opportunities that will support their success.

Focus 5 – Sharing Power Families and school staff are equal partners in decisions that affect children and families and together inform, influence, and create policies, practices and programs.

Focus 6- collaborating with the Community Families and school staff collaborate with community members to connect students, families and staff to expanded learning opportunities, community services and civic participation.

Focus 7 - Accountability Plan focus on extended learning beyond the school day while involving parents and other stakeholders in the learning.

Focus 8 - Decision-making: Including parents, students, and community members in the school decision-making process.

Focus 9 - Volunteering: The recruitment and organization of the school's volunteer program.

Focus 10 - Learning at Home: Helping families assist their children with homework and recognizing other learning at home opportunities.

Focus 11 – Building a Family network that will Include parents, students, and community members around our schools.

What can you expect by being a part of the Parent Teachers Students Organization? Enhancing communication with families Encouraging positive parenting skills. Increasing volunteerism and attendance at school events Enhancing learning at home Increasing the number of parents in leadership and decision-making roles Enhancing and improving community collaborations Enhancing and training new volunteers and new parent leaders. The cost is \$20.00 to join, and meetings are held on the last Tuesday of each month at 6:00 pm in the school's cafeteria.

JOIN WEZ PTO TODAY!!!

We know that you want to do the best for your children. The Whitehaven Empowerment Zone's PTO can help you do that!

We all know that children learn more and have better lives when parents, school staff, students and the community work together. PTO brings all these groups together to share thoughts and ideas about programs and activities that benefit children. Our PTO provides information and resources that strengthen these relationships.

SCHOOL Affiliate: _____

NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

2025-2026 DONATION (per parent, guardian or student) **\$20.00** Additional Donation (optional) \$ _____
TOTAL ENCLOSED \$ _____

While the PTO's strength is its volunteers, we understand that your time is valuable. We would value any time that you could provide. Please consider joining a committee or volunteering to help with an event.

You may bring this completed form to any PTO meeting or leave it in the school office Mailbox or mail to:

**Whitehaven Empowerment Zone PTO
4851 Elvis Presley Blvd. Memphis, TN 38116**

When you join a local PTO or PTSO, you are automatically affiliated with the Tennessee PTO and the National PTO.

THANK YOU FOR YOUR SUPPORT!

WHITEHAVEN EMPOWERMENT ZONE LEADERSHIP COUNCIL

“The WEZ Leadership Council” is the site governance board whose members’ proportionately represent the five (5) stakeholder categories (parents, teachers, student, administrators, and community) of eight (8) schools (Whitehaven High, Havenview Middle, A. Maceo Walker Middle, Oakshire Elementary, Holmes Road Elementary, Robert R. Church, Geeter K-8, and John P. Freeman K-8) comprising the 2019-2020 Whitehaven Empowerment Zone (WEZ) site decision-making board.

The initial Council’s governance authority originated in 1994 under the legacy Memphis City Schools as the Whitehaven High School Leadership Council and was carried over via the 2013 Memphis Shelby County Schools’ merger agreement to the Shelby County School (MSCS) Board.

The Whitehaven Empowerment Zone Leadership Council, created 2016-2017, with the MSCS authorization to vertically align Whitehaven High and Havenview Middle schools. This WEZ site governance board is limited to site decision needs within the scope of the WEZ mission, MSCS policies and state laws.

The purpose of the WEZ Leadership Council is to work cooperatively for the betterment of the Whitehaven Empowerment Zone through the process of consensus-building decision making with a focus on school improvement. We are committed to providing an atmosphere that encourages students to develop to their full potential and work toward fulfillment of the Whitehaven Empowerment Zone's mission statement. The WEZ Leadership Council is a public policy body and is governed by applicable open record/meeting statutes and MSCS policies.

Our Bylaws are posted in the main office of each member school and on each member school web site.

The Council usually convenes on the 2nd Monday of each month at a WEZ Campus except for June. The Council's members serve two (2) year staggered term elections which occur in October with the exceptions of the "ex-officio members:" each (8) site Principal (employment tenure), Chairman Emeritus (honorary), WEZ PTSO President (PTO tenure). The nine (9) Community members (selected by the newly convened Community Advisory Board) also serve two-year terms. All Council members agree to attend MSCS Site-Based Management Training within six months of the election and to attend a minimum of seven (7) council meetings annually.