



METRO
NASHVILLE
PUBLIC
SCHOOLS

***Bass Adult High School
Student Handbook
2021-2022***



Our Mission...

The mission of Bass Adult High School is to provide a unique opportunity for adult students to complete their high school education and receive a diploma in a judgment-free, respectful, mature environment, and enable them to move forward in their lives.

***Bass Adult High School
5200 Delaware Avenue
Nashville, TN 37209
615.298.3278***

Staff and Faculty:

Henry Johnson, Executive Principal, henry.johnson@mnps.org
Shannon Crawford, Assistant Principal, shannon.crawford@mnps.org
Stephen Williams, Assistant Principal, stephen.williams@mnps.org
Carla Robinson, Counselor, carla.robinson@mnps.org
Carla Flexer, Exceptional Education, carla.flexer@mnps.org
Joseph Locke, English Learners, joseph.locke@mnps.org
Deborah Mumford, General Education, deborah.mumford@mnps.org
Kathy White, General Education, deborah.mumford@mnps.org

School Beliefs

- It is never too late to achieve and succeed.
- Learning is lifelong.
- Adult students face unique challenges we strive to accommodate.
- Collaboration is key in the learning process.
- Continuous improvement is an ongoing process of awareness, flexibility, and responsiveness to community needs and changes.

General Information about *Bass Adult High School*

Program Highlights

- Serves adult students, eighteen years of age and older.
- Diplomas may be obtained at any time upon completion, but a graduation ceremony is offered in May.
- Flexible schedule offerings.
- EL classes held in three two hour sessions, Monday through Thursday.
- Students work and obtain credits at their own pace.
- A full catalog of courses is offered to accommodate the needs of both working students and student needing to recover lost credits.

Attendance

- Students are subject to be dropped from enrollment if there is little to no evidence of progress. Enrollment reviews occur in October and March. Absenteeism is handled on a individual basis.
- BAHS follows the same calendar as the regular MNPS academic calendar and are closed whenever the district is closed for weather, holidays, or teacher planning.
- We need your help in maintaining a healthy environment for all of our students and staff. Please be protective of others by not attending school if you exhibit any of the following signs of illness such as fever above 100 degrees, diarrhea, vomiting. *Due to COVID 19, all students and staff are expected to follow both CDC and MNPS District guidelines regarding appropriate PPE and social distancing, as well as staying home if you exhibit any symptoms related to COVID 19.

Schedule of Sessions*

The daily schedule is as follows:

1st block: 8:00–9:50

2nd block: 10:00– 12:00

LUNCH 12:00– 12:30

3rd block: 12:30-2:30

*Schedule represents how courses are listed in the master schedule offerings and for state Average Daily Attendance purposes. However, students are welcome to work for any length of time from 8:00–2:30. Exceptions are the EL classes, which meet at the structured times above.

All adult classes are held on the second floor in the learning lab, the EL classroom and exceptional education classroom. Students are expected to arrive no later than 12:45 for the last session.

Building Protocols

The adult program is one of three programs in the Bass Learning Center. Because we share space with other programs including those which serve minors, we must respect their space. They are equally expected to respect the space of BAHS, and are not allowed in any of the adult high school areas. BAHS students must adhere to the following protocols when in the building:

- Enter through the main door and designated stairwell.
- All students are required to participate in security/search protocols.
- Please be advised that all tobacco products, illegal substances and weapons are prohibited on school grounds.
- No eating in the computer lab. Drinks must be contained in a sealed no-spill container (i.e. water bottle).
- Students are expected to remain in the building for the duration of their preferred learning time. Exits and re-entries should be limited to emergency situations only.
- Do not visit the first floor hallways, classrooms, or restrooms for any reason.
- Do not interrupt classes or interact with Transition students on the second floor hallway.
- Cell phones should remain on silent and utilized with discretion.
- If absolutely necessary, students may leave the classroom and step into the hall to receive or make phone calls in a non-disruptive manner. It is the expectation that individuals will minimize time on the cell phone in order to maximize time spent engaged in learning.

Emergency Information

All students are required to have an emergency information sheet on file. Telephone numbers, cell phones, work phone, and emergency contacts are especially important in the event of illness or emergency. Should these numbers change during the school year, please notify the school office immediately, so that we may update our records.

Parking

All students that drive a vehicle are asked to be conscious of the area and surrounding businesses and homes are asked to park only in designated school spaces.

School Visitors

For the safety and security of all staff and students, please do not make arrangements for visitors in the building. If a visitor is required for any reason, please notify Adult High School staff prior to entrance into the building. All visitors are required to undergo the same safety and security check protocols. This includes family members and any agency representatives.

Personal Appearance and Dress Code

As part of our commitment to providing a safe and secure school environment, students are expected to follow appropriate dress code including the following requirements:

- All students should wear appropriate footwear—no house shoes or bare feet.
- As adult students, the expectation is that all clothing be appropriate for a school and/or work setting and unrevealing. No provocative or inappropriate clothing.
- Clothing should refrain from endorsing illegal activities including alcohol, drugs or tobacco.
- Hats may not be worn in the building.
- Any clothing deemed questionable by staff will be handled discreetly on an individual basis.

Helpful information to make you successful:

- To be successful in the program, you should be prepared to work online at least 3-4 hours every day from home or school. **If you work at this pace, you should be able to complete at least one class per month.** There is an option for qualifying students to “test out” of previously failed courses.

- **Post-Graduation (Resources)**

<https://www.tnreconnect.gov/>

<http://tnpromise.gov/>

<https://www.nsc.edu/>

<https://tcatnashville.edu>

<https://www.act.org/>

- The following school supplies are recommended:

notebook paper calculator

pens/pencils highlighter

computer with internet access to use from home or library

**Laptops are currently available for home use, but must be requested, registered, and returned upon exit from the program (including dropped enrollment).*

- Contact the school counselor (Ms. Robinson) about credits and graduation requirements at Carla.Robinson@mnp.org Remember that all contact should be done through email.

SIGNATURE PAGE

I have read and understand the *Bass Adult High School Handbook*. I understand that these policies and procedures are in place to ensure I receive the best experience and support of the BAHS staff. I understand that failure to adhere to these policies can result in dismissal from BAHS.

Signature: _____

Date: _____

Bass Adult High School may speak with the following people and/or agencies regarding my enrollment and progress:

Name:

Relationship:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signature: _____

Date: _____

STUDENT INFORMATION SHEET

Today's Date: _____

Name: _____

Date of Birth: _____ Age today: _____

Cell Phone: _____ Email: _____

Street Address: _____

City, State, Zip Code: _____

Have you ever been enrolled in Edgenuity and if so, where:

Last school attended: _____

Is English your primary language? _____ If not, what is? _____

What are your plans after graduation? Work College Military

What helps you be successful in school?

Favorite class: _____ Least favorite class: _____

What, if any, are your concerns about enrolling at Bass?

Emergency Contact: This section MUST be completed:

Name: _____

Relationship to you: _____

Phone number(s): _____