



FLOYD COUNTY SCHOOLS

2021 / 2022

STUDENT HANDBOOK

GRADES 8 - 12

WHAT WE BELIEVE . . .

PURPOSE STATEMENT

The purpose of Floyd County Schools is to focus on all of our students, connect with all of our stakeholders, and encourage our students to succeed in life.

FLOYD COUNTY SCHOOLS MISSION IS . . .

It is the mission of FCS to focus on student growth and achievement by connecting and preparing them for the future, leading to ultimate student success.

FLOYD COUNTY SCHOOLS VISION IS . .

To prepare students to have a positive impact on society.

FLOYD COUNTY SCHOOLS BELIEFS

- 1) In building positive relationships with students, parents, and community.
- 2) In providing a safe environment and an academic foundation to support learning for all students.
- 3) In making school relevant and meaningful to ensure student involvement.
- 4) In providing a variety of options and pathways to graduation.

This agenda belongs to:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE _____ STUDENT ID _____

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SUPERINTENDENT'S WELCOME

August 5, 2021



Dear Parents and Students,

Welcome to another exciting year of academic excellence in Floyd County Schools! This is a wonderful community that values our students and believes that every student can grow emotionally and academically. Floyd County Schools' motto is **Focus Connect Succeed**. We *Focus* on our students. We believe caring relationships *Connect* us with our students. Finally, we are committed to help each student *Succeed* in school and in life.

Have a great school year!



Dr. Glenn White
Superintendent

This handbook will provide you with the current policies and procedures of our school system and assist you in making educational decisions. Please read the information carefully and contact your school if you have any questions or concerns. You will also find the full listing of policies on our system website at www.floydboe.net. There is a complete searchable listing of policies available. Click on "Simbli" on the homepage of the site and then click on the "Policy" tab on the Simbli page.

FLOYD COUNTY SCHOOLS NON-DISCRIMINATORY PRACTICE

Federal Law prohibits discrimination on the basis of race, color, or national origin (Title VI of the Civil Rights Act of 1964); sex (Title IX of the Educational Amendments of 1972 and the Carl D. Perkins Vocational and Applied Technology Education Act of 1973 and The Americans with Disabilities Act of 1990) in educational programs or activities receiving Federal financial assistance. Employees, students, and the public are hereby notified that the Floyd County Superintendent of Education does not discriminate in any educational programs or activities or in employment policies and provides equal opportunities without regard to race, religion, color, national origin, sex, age, disability or veteran status in its educational programs and activities. (For inquiries call (706) 234-1031). This includes, but is not limited to, admissions, educational services, financial aid, and employment.

State Law prohibits discrimination based on gender in athletic programs of local school systems (equity in sports act, O.C.G.A. Section 20-2-315). Students are hereby notified that Floyd County School System does not discriminate on the basis of gender in its athletic program.

Title II, Perkins Act, Section 504 & ADA, Title IV, and Title VI
Student Discipline, Title IX, and Equity in Sports Act
Human Resources

Mr. John Parker, Assistant Superintendent, Chief Academic Officer
Mr. Jamey Alcorn, Executive Director of Student Services / Operations
Mrs. Jeanie Hubbard, Assistant Superintendent, Human Resources

Inquiries concerning the application of the Perkins Act, Title IV, Title VI, Title IX, or Section 504 and ADA to the policies and practices of the Superintendent may be sent to the following addresses:

Floyd County Superintendent of Education, 600 Riverside Parkway, N.E., Rome, GA 30161-2938; or
Director, Regional Office for Civil Rights, Atlanta, GA 30323; or
Director, Office for Civil Rights, Education Department, Washington, D.C. 20201

Policies and Procedures Passed After the Publication of this Handbook Supersede those, they replace

All Policies and Procedures for Floyd County Schools are available online at www.floydboe.net

WELCOME TO FLOYD COUNTY SCHOOLS

We are glad you have chosen Floyd County Schools for your child's education. Our mission is to provide an educational foundation that challenges each student to maximize his or her potential. The cooperative effort of the school community will provide a safe learning environment in which children can grow to be responsible members of society.

VISITORS

Parents and other visitors are always welcome at Floyd County Schools.

Floyd County Schools is pleased to announce that we will be using the **Raptor Visitor Management System** in all our schools to strengthen our program of campus safety for students and faculty. Part of keeping students and faculty safe is knowing who is always in our buildings, and the Raptor system will allow us to do that. The Raptor system will better allow us to screen visitors, contractors, and volunteers in our schools and provide us with a safer environment for our students and staff.

Upon entering a district building, visitors will be asked to present an ID such as a Driver's License, which can either be scanned or manually entered in the system. If a parent or guardian for any reason does not have a US government-issued ID, the school staff member can use any form of identification and manually enter the person's name into the Raptor system. The Raptor system will check to ensure that registered sexual offenders are not entering our school campuses without our knowledge. The Raptor system checks the visitor's name and date of birth for comparison with a national database of registered sex offenders. The registered sex offender database is the only official database checked by the Raptor system. No other data from the ID is gathered or recorded and the information is not shared with any outside agency. Once entry is approved, Raptor will issue a badge that identifies the visitor, the date, and the purpose of his/her visit. A visitor's badge will not be necessary for those who visit our schools simply to drop off an item in the office or pick-up paperwork.

The safety of our students is our highest priority, and the Raptor visitor management system allows us to quickly identify those that may present a danger to our students. Thank you in advance for your understanding and your support in enhancing the school safety protocols in our district.

SCHOOL SAFETY

The Floyd County School System considers the issue of school safety to be of critical importance; therefore, specific plans are in place for various events, such as a fire or tornado, which could create dangerous situations for the students and staff. Procedures for each of the safety plans are covered by teachers at the beginning of school and are posted in each classroom. All students will have an ID badge.

STAFF PROTECTION

The Board will support, protect, and aid any school employee who suffers physical assault by a pupil or other person while the school employee is acting in the discharge of his/her duties within the scope of the district's written policies.

Should a pupil or other person physically assault a school employee, the incident shall immediately be reported to the building principal. The building principal will notify the

Superintendent of Schools who shall notify the Board members.

LOCKERS

The student is responsible for the care and cleanliness of the locker and for keeping it properly locked at all times. The lockers are the property of the school and may be searched at any time by school officials. Decals are not allowed.

HALL PASSES

Students are required to have permission from their teacher if they are out of class for any reason during class sessions. Remember that students found in unauthorized areas may be disciplined. Hall passes will be issued by the teacher.

CHECK IN / TARDIES

Students who are late to school are to check in through the office and must bring a note to the office **AT THAT TIME**. Accepted reasons for excused tardiness to school include medical notes, legal requirements, and sickness. **Ten (10) or more tardies / early dismissals / late arrivals may be considered excessive and are subject to a referral to the Social Worker.**

EARLY DISMISSALS

If you must leave school early you should bring a written note from home. Turn your note into the office before 8:00 AM. You will be issued an early dismissal form. You should have the teachers that you will be missing their class sign your early dismissal and then return it to the office. If you are driving yourself to your appointment, please have your parent/guardian give a phone number where they can be reached. Your note will have to be verified before you leave. If someone is picking you up, they will be required to come in and sign you out. The person picking you up must be on your emergency card for you to leave with them. Accepted reasons for early dismissal are medical or dental appointments, and family emergencies.

PLEASE NOTE: Early dismissals are considered tardies. Accepted reasons for tardies also apply to Early Dismissals.

STUDENT DRIVERS AND PARKING LOT PROCEDURES

Students who drive private vehicles must purchase a parking permit from the office before driving to school. Drivers must present a completed registration form, current driver's license, and proof of insurance to purchase a permit. Permits are not transferable from student to student without proper approval.

Please observe the following:

- ❖ Students should park in their assigned parking space with the parking permit in the proper location. If any vehicle information changes, the office should be notified immediately.
- ❖ Students are expected to exit vehicles upon arriving at school and proceed to the school building.

- ❖ Students must obtain permission from an administrator to return to the student parking lot.
- ❖ Students are **NOT** to drive another student's vehicle.
- ❖ Floyd County Schools are not responsible for damages to vehicles driven on school campus.
- ❖ Students are encouraged to obey all traffic laws and to always exercise extreme caution.
- ❖ The Administration retains the right to search any vehicle(s) that are driven on campus for any reason. Floyd County School District is not responsible for any damages that may occur during a vehicle search.
- ❖ Decals, signs, tags, flags, and bumper stickers that are determined to be inappropriate will not be allowed.

AUTOMOBILE USE

Each secondary student who drives a motor vehicle to school is required to secure a registration form from the principal of the school he/she attends, complete it, and return it to the person designated in each school. If a student refuses to sign this form or later breaks any regulations stated on this form, he/she shall discontinue driving his/her motor vehicle to and from school.

Students who are involved in two (2) hour programs at Floyd County College and Career Academy may ride the buses provided for such transportation between the parent school and the College and Career Academy.

Driving permits may be issued to students in special situations. These shall be secured from the principal of the parent school or the principal of the College and Career Academy.

CERTIFICATE OF ENROLLMENT FOR DRIVER'S LICENSE

The Teenage and Adult Driver Responsibility Act requires that students must satisfy school attendance requirements to receive and maintain a Georgia driver's permit or license. Students who are planning to get their learner's permit or driver's license, will require a Certificate of Attendance / Enrollment from the school they attend. Following the guidelines below will ensure the students have the documents when required:

- ❖ Students need to apply for the *Certificate of Attendance/Enrollment* in the front office.
- ❖ It is the sole responsibility of the student to apply and pick-up the Certificate of Attendance /Enrollment.
- ❖ The certificates are **ONLY VALID** for thirty (30) days from issue date. Please apply in a timely manner and use the certificate during the thirty (30) days to avoid requesting updated certificates.
- ❖ Students with summer birthdays must get a post-dated Certificate of Attendance / Enrollment before the end of the school year. If not, and you have to pick up one (1) at the Central Office, you will be charged a \$5.00 fee.

TELEPHONE CALLS

Students may only use the telephone in the front office and should see an administrator prior to doing so. Request should only be made when there are emergencies, illnesses or special circumstances that warrant consideration.

PERSONAL CHECKS

Personal checks are accepted only for school items. Checks must be made out to the school for purchase only. Student name, ID number and reason for check should be written on the check.

FACULTY

Our faculty and staff take special pride in the leadership they provide for your child's progress and education. They are student-centered and take initiative to maintain a spirit of lifelong learning and service to our communities. We encourage you to take advantage to utilize the talents and knowledge of our faculty and staff for your personal preparation for excellence.

STUDENT SAFETY / EYE PROTECTION

Students and teachers must always wear appropriate industrial-quality eye protection equipment while participating in or observing vocational, industrial arts, chemical, physical or any other course of instruction involving exposure to any of the following.

- ❖ Molten metal or other molten materials;
- ❖ Milling, sawing, turning, shaping, cutting, grinding, or stamping on any solid materials;
- ❖ Heat treatment, tempering or kiln-firing of any metal or other materials;
- ❖ Gas or electric arc welding or other forms of welding process;
- ❖ Repair or servicing of any vehicle;
- ❖ Caustic or explosive materials;
- ❖ Finishing materials and solvents;
- ❖ Injurious radiations or other hazards.

These devices shall be furnished by the school to all teachers, students, and visitors.

GUIDANCE AND COUNSELING DEPARTMENT

Developmental Guidance is the essential thrust of the philosophy for the Guidance and Counseling Department. We are striving for a program in which guidance and counseling is a part of the school's instructional program, and actively involved in the educational, career, personal and social development of all students. With teachers and counselors working as a team, students are assisted in their maturation.

Appropriate career planning and life management activities are provided for the entire school population. Crisis counseling is also available, but the major goal of a school guidance program is to provide preventive programs that help students develop the skills to deal with problems before they arise. Planning is approached through guidance activities and individual planning times. Small group and individual guidance are strictly voluntary.

Parents who wish to refuse their child's participation in guidance and counseling activities should contact the school's Guidance Department for the specific procedure. Parents who have specific requests of the Guidance Department should call the counselors.

STUDENT RELATIONSHIPS

We have high expectations regarding behavior between students. Our policy requires students to refrain from always touching each other during school. Displays of affection in public are unacceptable. Students breaking this policy will be disciplined by the administration and will have their parents contacted. Students may also be reported to law enforcement officials and assigned discipline consequences for sexual contact violations.

CARE OF PROPERTY

Students are responsible for the proper treatment of all school property. They are expected to assist in maintaining cleanliness in the classrooms, lunchroom, gym, halls, restrooms, and the outside grounds. Students are also expected to exercise proper care in the use of school furniture and equipment. Students damaging or destroying any school property, Chromebooks, textbook, or equipment, will be required to pay a repair bill or replacement cost at the school's discretion. A referral to law enforcement officials may also be made. Any personal property brought on campus is the responsibility of the student. Students should always keep these items in their possession.

VALUABLES AT SCHOOL

Students should not bring expensive jewelry, hand-held video, iPads, Laptops, games, audio equipment or excessive amounts of money to school. It is easy to lose or misplace these kinds of articles. Floyd County Schools cannot be liable for the loss of any such property belonging to students. The school staff is not responsible for investigating for lost or stolen electronic devices.

DISTRIBUTION OF LITERATURE

Students must have permission from the principal or designee before distributing literature or posting signs, posters, announcements, or advertisements.

CHEATING

Our schools are an institution where purposeful learning takes place. Useful and lasting learning does not occur unless the process of learning reflects the efforts of students. Therefore, cheating will not be tolerated, and any student(s) caught cheating will receive a zero for that work.

INTERNET USE "BRING YOUR OWN TECHNOLOGY"

The Floyd County School System supports the use of technology to enhance education. Access to the Internet through school resources is a privilege based on acceptable use as defined by FCBOE policy IFBG. Acceptable Internet use includes the following guidelines.

Students must

- ❖ Have teacher permission before using the computer/Chromebooks.
- ❖ Use the computers/Chromebooks and other equipment for academic purposes only.
- ❖ Follow all federal, state, and local laws and policies regarding computer/Chromebooks use.

Obtaining or using an employee's password to any software, vandalism, "hacking", and theft of technology equipment or data, sending SPAM, and/or harassing others by sending

unwanted messages or using inappropriate language is not allowed. Students engaging in any of the above activities may lose their computer use rights, will be disciplined through the school and/or law enforcement /court system, and may be charged restitution for behavior or actions that lead to the loss of service, loss of equipment, or the loss of data.

Floyd County high schools also allow students to access the school's wireless network using their own technology devices (laptops, Smart Phones, iPads, iPods, eReaders, etc.) during the learning day. (With teacher approval, students may use their own devices in the classroom to access the Internet, collaborate with other students and use the productivity tools loaded on their devices). Students may use devices during non – instructional times, such as between class periods, lunch, and before/after school. Teachers may restrict or ban use of electronic devices in their classroom.

Floyd County Schools uses a sophisticated filtering system to block offensive, illegal, and/or inappropriate web sites. It is the user's responsibility not to initiate access to inappropriate material. If inappropriate material is accidentally viewed on a web site, the student must inform an adult school employee immediately of the inappropriate site and material. Students, who willfully or continually view inappropriate content or try to circumvent the school district's Internet filters by using proxy sites, servers, or other methods, may lose all computer privileges and will be subject to disciplinary measures as set forth by the school and/or court system.

WALKERS AND RIDERS

Students who live more than 1½ miles from school may ride a school bus. They must ride the same bus and get on and off the bus at the same place every day unless the student has a "school bus pass" from the school office stating the child needs to get off at a different bus stop or ride a different bus.

GA DFCS guidelines state that children under nine (9) years of age should never be left alone; therefore, bus drivers will not let children of this age off the bus without a parent/guardian or older sibling of middle school age to accompany them. In such situations, the student must be returned to his/her home school and parents/guardians notified.

OFFENSE

1st time child is returned to school

PROTOCOL

Warning is issued to parent/guardian, explaining consequences.

OFFENSE

2nd time child is returned to school

PROTOCOL

Child will be prohibited from riding school-sponsored transportation in the afternoon for (3) three days

OFFENSE

3rd time child is returned to school

PROTOCOL

Child will be prohibited from riding school-sponsored transportation in the afternoon for (5) five days

OFFENSE

4th time child is returned to school

PROTOCOL

Child will be prohibited from riding school-sponsored transportation in the afternoon for (10) ten days

OFFENSE

5th time child is returned to school

PROTOCOL

Child will be prohibited from riding school-sponsored transportation in the afternoon for (20) twenty days

OFFENSE

6th time child is returned to school

PROTOCOL

Child will be prohibited from riding school-sponsored transportation in the afternoon for (30) thirty days

OFFENSE

7th time child is returned to school

PROTOCOL

Child will be prohibited from riding school-sponsored transportation in the afternoon for the remainder of the semester or (40) forty days (whichever is longer)

OFFENSE

8th time child is returned to school

PROTOCOL

School Administration will meet parent/guardian to discuss the situation and a referral will be made to DFAC

Transportation is a privilege and not a right, so students must cooperate to ride the bus. Details on the bus discipline procedures are found in this section. The Student Behavior Code applies to all school transportation. Many of the violations of the Student Behavior Code will result in immediate removal from any school transportation. These places the burden of transporting students to and from school on the family.

Students left at school without transportation will be allowed to contact emergency numbers listed on the enrollment form. If no one can be found to pick up the student, the Floyd County Police Department will be called. A uniformed officer will attempt to locate a parent/ guardian. If a parent/guardian cannot be located, the child will be picked up by the officer and kept until a parent/ guardian is located. The Floyd County Police may also report the incident to the Department of Family and Children Services.

STUDENTS LIVING OUTSIDE THE SCHOOL ATTENDANCE AREA

Students who live in another Georgia school district (nonresident student) or another Floyd County School attendance area have an opportunity to apply for permission to attend a specific Floyd County school, as defined in policy JBCB. The school administration has the authority to accept a non-resident student or a student from another Floyd County school attendance area if they have excellent attendance, average or above-average grades and no discipline record and provided there is adequate room in the grade and/or school. Students with a nonresident status must maintain satisfactory attendance, grades, and behavior. Those unable to meet school expectations will be withdrawn and referred to their official school district or home school. The request for a non-resident student and for students requesting a different Floyd County school must be completed and approved each year. Parents must provide the transportation for any student living out of the school

attendance area. Intra-district transfers will be granted during the designated dates during the summer, unless there are extenuating circumstances, or the re-assignment is due to a special education assignment.

GENERAL INFORMATION

Students 18 Years Old or Older

Students, regardless of their age, enrolled in the Floyd County School District shall comply with the rules established, in pursuance of law for the government of such schools, pursue the prescribed course of study, and submit to the authority of teachers and others in authority over them.

CAFETERIA SERVICES

Floyd County Schools have an excellent lunch and breakfast program.

- ❖ Lunch is served between the hours of 10:30 a.m. and 1:00 p.m. daily.
- ❖ Students may pay for additional meals in advance or while going through the lunch line. If you send advance payment, please be sure to include your child’s name and student ID number on the check or payment envelope. Remember that it is the child’s responsibility to keep track of his/her money.
- ❖ Parents may also go online to make payments to a student’s lunch account, monitor what is being purchased, and get email alerts when the account balance is getting low. Parents can access the CNP Software on the Floyd County Schools website at www.floydboe.net
- ❖ Do not include other payments with the check. (*Ex. school pictures, after school care, yearbooks, etc.*)
- ❖ Students must pay for their extra meals and snacks. They cannot charge them.
- ❖ Periodic reminders are sent home via text, phone calls, emails, etc. about outstanding charges.
- ❖ A choice of at least two (2) entrees and a variety of fruits and vegetables are available daily.
- ❖ Students must bring a lunch from home or obtain one from the school cafeteria.
- ❖ Students may purchase juice or milk from the cafeteria or bring a non-carbonated drink in a thermos.
- ❖ Absolutely no glass bottles are allowed.
- ❖ Federal guidelines govern ala carte choices.
- ❖ Lunch and Breakfast menus and prices are on the Floyd County Schools Website at www.floydboe.net.
- ❖ Parents are welcome to eat lunch with their child whenever possible. We ask that parents do not bring in fast food items for their child. We appreciate you supporting our school lunch program.

MEDIA CENTER

The Media Center is for the use of all students for reading, research, and studying. The media specialist and media aide are available to assist students. While in the media center, students should refrain from talking loudly and disturbing others.

Any student needing to complete an assignment, check out books, or have a quiet place to study is welcome in the media center. However, the area is not for loitering, socializing, or to be used as a retreat from the cold. Students abusing their

privileges will be asked to leave and may be stopped from using the media center at all. Book bags are not allowed in the media center and students are responsible for lost or damaged materials.

FEES AND FINES FOR GRADES 6 – 12:

- ❖ \$.05 per day late fee up to ½ price of the book.
- ❖ \$1.00 per day for reserved books/magazines up to total cost of item.
- ❖ Original purchase price for books, magazines, or other items not returned.

GIFTED EDUCATION PROGRAM

Floyd County Schools recognizes the need to provide gifted education to students who meet state guidelines in grades K-12.

These students demonstrate a high degree of intellectual, creative and/or artistic abilities, possess exceptional motivational leadership skills or excel in specific academic fields and need special instruction and / or special ancillary services to achieve at levels commensurate with his or her abilities.

A differentiated curriculum will be utilized in courses of study in which the content, teaching strategies and expectations of student mastery have been adjusted to provide gifted students with a rich and rigorous curriculum.

In order to facilitate the development of academic talent and in accordance with requirements of policies of the Georgia State Board of Education, the Floyd County School System shall develop programs and procedures for gifted students consistent with State Rule 160-4-2-.38 and best practices.

RULE

The state of Georgia provides rules and regulations for the operation of gifted programs and services that require local Districts to meet standards regarding notice, referrals, eligibility, curriculum programming, delivery models, and continuation criteria requirements.

PROGRAMS AND SERVICE

Floyd County Schools will provide services for all students who are eligible according to Georgia Rule 160-4-2-.38. A minimum of five (5) segments a week of service is required under Georgia Rule. At the elementary level, these services may be provided through the Resource Model and/or the Cluster Grouping Model. At the middle grades level, services may be provided through the Advanced Content Model and/or the Cluster Grouping Model. At the secondary level, services may be provided through the Advanced Content Model, Cluster Grouping Model, and/or Internship Model.

NOMINATION AND REFERRAL PROCEDURES

NOMINATION PROCESS

The purpose of nomination is to determine a student's need for gifted education services. To nominate a student for consideration of gifted services, an individual familiar with a student's abilities begins the process by completing the Nomination Form and collecting the required information and documents about the student, which includes but not limited to, report cards, testing history, samples of work that show student's strength, etc.

NOMINATION PROCEDURE

The following information must be provided by the nominating person and given in its entirety to the gifted education teacher for submission to the Nomination Committee:

- ❖ Completed Nomination Form including complete biographical information.
- ❖ Photocopies of standardized testing history and most recent report card.
- ❖ At least one existing sample of the student's work. Possibilities include story, play, script, poetry, report, journal, book, speech, artwork, performance, videotape, invention, Science Fair project, etc. A spelling test or math test is not sufficient. It must be something that shows evidence that the student has a need to be addressed.
- ❖ Observations of the student using gifted behavior rating scales completed by an adult (three completed scales would be preferred). One of the scales must be completed by the nominating person, and in addition, may be supported by self and peer nominations in which age-appropriate forms will be provided and must be completed at school. Parents are not allowed to complete a checklist.

The rating scale that Floyd County Schools uses is the Gifted Rating Scale (GRS).

REFERRAL PROCESS

The Nomination Committee shall meet annually for nominations to review the needs of students who have been nominated.

Completed profiles of students should be submitted by the nomination deadline for the nomination to be considered for referral for gifted testing. Considerations made for 1st to 12th graders will be for placement during the current school year at the next available grading period, while considerations made for kindergarten students will be for placement beginning the following school year. Exceptions will be made for new students who have been identified gifted in another state and move in during the year, and exceptions may be made at the discretion of the Nomination Committee and Gifted Coordinator.

GIFTED EDUCATION SERVICES ELIGIBILITY

As described in Rule 160-4-2-.38, students in kindergarten through grade twelve in Floyd County must meet eligibility criteria in at least three of the four criteria.

All students who are referred are assessed in each of the four (4) criteria:

1. **Mental Ability**
2. **Achievement**
3. **Creativity**
4. **Motivation**

Data is collected in each of the four (4) areas, documented on an Eligibility Form, and reviewed by an Eligibility Review Committee to determine final Eligibility.

Floyd County Schools is nondiscriminatory with respect to race, religion, national origin, sex, disabilities, or economic background regarding testing and evaluating students in their gifted education program.

MENTAL ABILITY

Students must achieve a score at or above the 96% national age percentile on a standardized mental ability test on either a composite or an appropriate component score.

Floyd County Schools administers the following mental ability tests:

COGNITIVE ABILITY TEST (COGAT)

Administer this test first to students. Use verbal, quantitative nonverbal and/or total score. Online version for 1st to 12th grades. Kindergarten use paper copy.

OTIS-LENNON ABILITY TEST (OLSAT8)

Only use total score. Use this only as a second test to administer to students that show a strength in the verbal domain.

NAGLIERI'S NONVERBAL ABILITY TEST 2 (NNAT2)

Use only a total score. Beneficial for ESOL, ELL, and minority students. Use this as a second test for students that demonstrate a strength in quantitative and/or nonverbal domains.

ACHIEVEMENT

Students must achieve a score at or above the 90th national grade percentile on the core total, total mathematics and/or total reading score of a standardized achievement test that meets criteria outlined in assessment instrument eligibility.

Floyd County School administers the following achievement test:

MAP

System-wide level testing - use this first

IOWA TEST OF BASIC SKILLS (ITBS)

Use total reading, total math and/or total composite score. Administer the online version for grades 1st to 12th, and paper version for Kindergarten students. Administer this test first for achievement. Make sure to do Total Reading and Total Math. If you need Total Core the ELA section must also be administered.

CREATIVITY

Students may be assessed using any of the following measures:

- ❖ Students must receive a score at or above the 90th percentile on a standardized creativity characteristic rating scale.

Floyd County Schools administers the following behavior rating scale for creativity:

The Gifted Rating Scale (GRS)

- ❖ Students must achieve a score at or above the 90th national age percentile on the total battery of a standardized test of creativity that meets criteria of creativity instruments.

Floyd County Schools administers the following tests for creativity:

TORRANCE TESTS OF CREATIVE THINKING (TTCT)

Figural. Use only for ages five (5) and up. Use Age norms, not grade level norms. This is a secondary test to use only with students that demonstrate a need in their area creativity. This is also an appropriate test for ELL students.

MOTIVATION

Students may be assessed using any of the following measures:

- ❖ Students in grades 8 to 12 must achieve a grade point average over a two-year period of 3.5 on a scale of 4.0, or numerical average of 85 or higher in the subjects of math, science, language arts, social studies, and foreign languages, over the previous two years.
- ❖ Students shall receive a rating at or above the 90th percentile on a standardized motivational characteristic rating scale which relates to the construct of motivation.
- ❖ Motivation Portfolio - Evaluated by panel of three (3) gifted educators with a locally developed rubric.

Floyd County Schools administers the following behavior rating scale for motivation.

The Gifted Rating Scale - GRS

*Parents are notified in writing regarding the status of the formal evaluation of their student. A letter will be sent home with tests scores.

ADDITIONAL EXPLANATION OF CRITERIA

- ❖ Eligibility determination must include a nationally normed test. Any data used to establish eligibility in one category will not be used to establish eligibility in another category.
- ❖ Only one observational behavioral checklist can be used in eligibility.
- ❖ All test data used to establish eligibility for placement must be current within two calendar years of the testing date. All tests and procedures used in the assessment process and used to determine eligibility for gifted education services must meet standards of validity and reliability and will be non-discriminatory with respect to race, religion, national origin, sex, disabilities, or economic background.
- ❖ Eligibility Review Committees will meet to review all data submitted in referrals. These teams will consist of the gifted program teacher at the school and two other gifted certified teachers and/or administrators. The Eligibility Review Committee is responsible for determining eligibility status, appropriate delivery model, and appropriate secondary tests to administer and recommended instructional services.
- ❖ All tests must on the Georgia Department of Education list that is provided to school systems by the DOE Gifted Specialist.
- ❖ Floyd County Schools makes every effort to address diversity issues with our population of students. The NNAT2 is beneficial for our ELL students. Tests can be ordered for students in large-print or Braille if needed and directions in other languages. OLSAT is beneficial for verbal students.
- ❖ Outside testing may be used in the nomination process to establish a need for testing. Outside testing will not be used for eligibility purposes.
- ❖ Students will be assessed in all four (4) data categories: achievement, mental ability, motivation, and creativity before eligibility is determined.

CONTINUATION CRITERIA

The Floyd County Gifted Education Program requires that students adhere to the following adopted continuation criteria:

Maintain an overall average of 80 or above in gifted education including advanced content and cluster group classes, Executive Internship, Advanced Placement (AP) classes, Honors classes (HP), Gifted On-line, and Gifted Dual Enrollment.

*If the above criterion is not met, a team of teachers and/or administrators will meet with student to formulate an improvement plan and to consider the following options:

- ❖ A probationary period during which the student will not participate in Gifted Program classes.
- ❖ A probationary period during which the student will participate in Gifted Program classes.

*Parents will be notified of all decisions and may request a conference with the gifted education teacher.

After the probationary period, the student's performance during the probationary period will be evaluated. At that time, the following options will be considered.

- ❖ Termination / Withdrawal from gifted program.
- ❖ Continuation of probation.
- ❖ Termination of probation status.

NON-SCHOOL SPONSORED STUDENT CLUBS

Subject to timely submission of any application and compliance with the rules and regulations implemented by the Superintendent, or his/her designee, Floyd County Schools permits non-school sponsored student clubs to meet in accordance with the Equal Access Act (20 U.S.C & 4071 et seq). Non-school sponsored student clubs are: (i) voluntary and student-initiated, and (ii) are not under the sponsorship, direction, or control of Floyd County Schools. Meetings of non-school sponsored student clubs must not materially and substantially interfere with the orderly conduct of educational activities and may not be directed, conducted, or regularly attended by non-school related persons. Any student wishing to establish a non-school sponsored student club must submit an application to the principal of the school where such club will meet no later than September 1 of the academic school year. Floyd County Schools will not grant applications for new student clubs which are not received on or prior to September 1st of the applicable school year.

EXTRACURRICULAR ACTIVITIES

An important part of high school involves the after-school activities sponsored by the school. We are proud of the number and variety of clubs, organizations, athletic teams, academic teams, fine art competitions, and other activities provided for student involvement. All students regardless of gender, race, or religion are eligible to participate, and we encourage each of you to find something and become involved. You will be helping yourself and your school. Participation in extracurricular activities may be determined by your educational progress. For eligibility purposes, students must maintain academic criteria according to GHSA rules and guidelines. Students entering their 9th grade year, will be eligible first semester, then must meet GHSA rules and guidelines.

Students who participate in extracurricular activities must agree to abide by the rules in letter and in spirit.

Guidelines shall include:

- ❖ Maintaining standards of eligibility established by GHSA and the school of attendance.
- ❖ Being respectful and courteous to visiting teams and officials.
- ❖ Refraining from disrespectfully addressing officials, antics, intimidation, taunting and using insulting or swearing language.
- ❖ Being modest when successful, and gracious in defeat.
- ❖ Having sufficient insurance and passing an annual physical exam.

BAND PROGRAM

A. *Testing and Screening of Prospective Band Students*

- ❖ The responsibility of testing and screening students for the purpose of identifying prospective band students in the various schools shall be the responsibility of the school's band director.
- ❖ The band director may, at his/her discretion, call in competent and trained persons from outside the school to assist in trying students on different instruments for the purpose of selecting the instrument best suited to the student. The band director should utilize only persons who are qualified for this type of assistance and should select the person who, based on the director's knowledge, is the best-qualified person available.

B. *Purchase of Parent – Owned Instruments*

- ❖ Decisions relative to the purchase of instruments by parents are the prerogative of the parents. School personnel do not have the authority to dictate to parents where they should purchase their instruments. However, it is permissible, and probably desirable, for the band director to recommend brands of instruments which are recognized as being of good quality. Certainly, the director should provide information in an objective manner to parents relative to the purchase of instruments if parents request such information.
- ❖ The band director may distribute to parents' brochures or other printed material describing a dealer's purchasing plan provided the material from all dealers who wish to participate in distributed equitably.
- ❖ Donations in the form of cash, equipment, or materials to the school or school employed personnel as a reward for purchases made by parents of the school's band students is prohibited.

C. *Purchases of School – Owned Instruments*

- ❖ Instruments purchased by the school shall be determined by the best bid relative to price and services provided by the dealer.
- ❖ Percentage discounts shown on the invoice on purchases made by the school shall be considered as standard business practice.

Anything not covered in this policy will be governed by the policies of the State Board of Education and Georgia Laws.

SECLUSION AND RESTRAINT OF STUDENTS

Floyd County Board of Education strives to provide a safe educational environment for its students. In accordance with

this goal and pursuant to FCBOE policy, all schools and programs within the district shall comply with State Board of Education Rule 160-5-1-.35 concerning “seclusion” and “restraint”, as those terms are defined within the rule. This policy is intended to provide clear guidance and administrative oversight over the acceptable use, training, and documentation of physical restraint. It is not intended to prohibit the use of physical restraint in Floyd County Schools.

In accordance with SBOE Rule 160-5-1.35, physical restraint may be used in limited circumstances where a student exhibits behavior that place the student or others in imminent danger and when the student is not responsive to verbal directives or less intensive de-escalation techniques. Nothing in this policy shall be construed as prohibiting any school system employee from taking appropriate action to diffuse a student fight or altercation. Nor shall this policy be construed to eliminate or restrict the ability of a school system employee from using physical restraint to protect students from imminent harm or bodily injury, as such employee reasonably deems necessary in his or her professional discretion.

All schools within the Floyd County School District shall adhere to the following procedures governing the use, training, administrative oversight, and documentation of the use of physical restraint in Floyd County Schools or programs:

- ❖ This Policy JGF (2) shall be posted on the Floyd County Board of Education webpage in the “Policy” section. At the beginning of each school year, Floyd County Schools shall provide information to the applicable parent(s), legal guardian, or person standing in loco parents (collectively “Parents”) of students attending Floyd County Schools regarding Floyd County Schools’ Physical Restraint policies and procedures. Such notification may be made telephonically, electronically, or by written correspondence and shall explain the contents of Policy JGF (2) and inform Parents where copies of the policy may be obtained.
- ❖ Throughout each academic year, all Floyd County Schools’ faculty and staff shall receive training as to the contents of this Policy and the proper use and documentation of physical restraint. This training shall be part of a program which addresses a continuum of positive behavioral intervention strategies, including preventative procedures and escalation techniques. Written documentation evidencing the attendees of each such training session shall be kept by Floyd County Schools.
- ❖ In the event any Floyd County Schools’ employee is required to physically restrain a student in accordance with the provisions of this Policy and SBOE Rule 160-5-1.35 any Floyd County Schools’ employees who engaged in the use of physical restraint, or who witnessed such physical restraint, shall document the event, and submit a copy of such documentation to the principal of the school and the Floyd County Schools’ Administrative office (“Physical Restraint Reports”). To observe and monitor the use of physical restraint in Floyd County Schools, the Superintendent and/or any assigned designees shall periodically review the Physical Restraint Reports.
- ❖ The principal of any student who has been physically restrained by a Floyd County Schools’ employee shall cause written notification to be sent to the parents of

such student explaining the use of physical restraint. This written notification shall be sent to the student’s parents by no later than the end of the following school day. Notifications which are placed in the mail and addressed to the last known address of the student’s parents are deemed sent on the day they are put in the mail.

The Floyd County Board of Education recognizes that in determining when and how to implement this policy and any procedures related to it, educators will have to exercise their professional judgement and discretion. Therefore, the policy is not to be construed as imposing ministerial duties on individual employees. Further, it is not intended to interfere with the duties of law enforcement or emergency medical personnel.

SENIORS

Senior activities, including participation in graduation ceremonies, may be denied when circumstances warrant.

Seniors assigned to the Transitional Academy may not participate in any school activities. Seniors who are on track to graduate while at the Transitional Academy, please see Policy IKBD-R (1) for rules pertaining to graduation.

COLLEGE VISITATION

Senior students are allowed three (3) days to visit a college of their choice. Requests must be made in writing to the principal a minimum of five (5) days in advance.

DRESS CODE

Appearance reflects one’s self-esteem and has a direct relationship to performance. We expect students to be neat, appropriately dressed, and exhibit positive appearances that encourage optimal performance.

Clothing, hair styles, accessories, and make-up must not be a distraction to the learning process, immodest, inflammatory, or offensive, or pose a safety hazard. The determination as to the appropriateness of any item will be made by the faculty and administration taking into consideration the potential for disruption and distraction to the learning process and the risk of safety hazard. Please read these carefully and plan to follow them and contribute to the positive climate of your school.

GROOMING

Hairstyles that are outlandish or eccentric and which are distracting to the learning environment are not allowed.

STYLES

Any form of body piercing (other than ear-piercing), ear gauges larger than 1 inch are not allowed, spiked jewelry, physically revealing clothing or racially and politically inflammatory items are not allowed.

CLOTHING

Styles should be designed to enhance your appearance and to cover sections of the body that are inappropriate when displayed in public. These include those areas that relate to gender. Avoid extremes in styles that disrupt the educational process or pose a safety hazard. Clothing shall be worn in the way it was intended. Clothing or hats with vulgar or profane language or emblems; racial or religious slurs; sexually suggestive or degrading language or graphics; clothing advertising tobacco, alcohol products, and other drugs or controlled substances; clothing relating to violence,

or logos relating to any sadistic cult and/or gang activity, or language or emblems which are offensive or demeaning to others will not be allowed. Tight fitting, body-hugging clothing may not be worn to school. If students choose to wear leggings, yoga pants, or form fitting pants, a top which covers the entire seating area must be always worn.

PANTS

Worn to school must be at appropriate level. All belts must be fastened. Clothing so large and baggy that it does not properly cover the body or creates a safety hazard is not allowed. Pants or shorts with holes excessive in size or holes located above knee level are not allowed.

TOPS

Must be waist length and reveal no bare chests or stomachs. The fabric must be such that the body is not seen through it. Tank tops, tube tops, backless tops, net tops without a proper garment underneath, tops with spaghetti straps, halter top, and other tops that are physically revealing are prohibited. Shirts that reveal cleavage or undergarments are not acceptable.

SHIRTS

Designed to be worn “untucked” and that fall at, or above hip level may be left “untucked”.

SHORTS

Must be an acceptable length. They should be mid – thigh or longer in length when standing. Shorts with excessive holes, tennis shorts, gym shorts, and spandex shorts are not appropriate. Shorts must not be unusually revealing or sexually suggestive. Cutoffs with ragged edges or clothing with holes will not be allowed.

SKIRTS AND DRESSES

Must meet the same criteria as shorts and tops.

SHOES

Must be worn at all times. Heelys skate shoes or shoes with wheels may not be worn at school. Stiletto heels are not permitted.

HATS AND CAPS

Hats and caps must not contain any vulgar or profane language or emblems; racial or religious slurs; sexually suggestive or degrading language or graphics; clothing advertising tobacco, alcohol products, and other drugs or controlled substances; clothing relating to violence, or logos relating to any sadistic cult and/or gang activity, or language or emblems which are offensive or demeaning to others and should not cause a disruption or interfere with the educational process. Cases with extenuating circumstances may be handled on an individual basis. If hoodies or sweatshirts with attached hoods are worn, the hood shall not be worn on the head while inside any school building or on school vehicles.

Gang related items (markings/insignia) will not be allowed on school property or at school related activities.

Any clothing or accessories that is viewed as distracting because of extremes in style, fit, color, pattern, fabric, etc. shall not be permitted.

Any other attire deemed to be indecent, inappropriate, or disruptive to the school learning environment will be addressed by school administrators on an as-needed basis.

When questions arise, the principal, or designee, shall determine whether a particular mode of dress or grooming results in interference, disruption, unsafe conditions, or has an indecent or vulgar appearance.

We ask for your cooperation with the dress-code guidelines.

Final discretion is left to Administration.

ENROLLMENT AND ATTENDANCE INFORMATION

Regular attendance in school is necessary for a student to make adequate academic progress. When a child is absent, parents, guardians, or other persons who have control of a child enrolled in the school district should follow the local school rules to report reasons for absences.

The most important step you can take to improve your educational experience is to make a commitment to attend school each day. As our programs strive to meet the requirements of an increasingly complex society, it is imperative that students participate actively in their learning. With the emphasis on training and skill-based knowledge, students are accountable for demonstrating their knowledge and proficiency by their ability to perform tasks. For students to learn and benefit from applied knowledge, they must be present in class.

The mandatory attendance law of Georgia requires all children attend school between the ages of six (6) and sixteen (16). This law also covers students who enter school before the age of six (6) and remain on roll. Instances of truancy and/or educational neglect or deprivation may be referred to attendance personnel at the district’s administrative offices and/or the school social worker.

ABSENCES AND EXCUSES

GUIDELINES AND PROCEDURES

Georgia Law requires children in Georgia to attend school (public, private, parochial, home/study) who are between the ages of six (6) and sixteen (16) years. All K-12 children enrolled for 20 school days or more in public school of this state prior to their sixth birthday shall become subject to all of the provisions of O.C.G.A. § 20-2-690 through § 20-2-702 and the rules and regulations of the State Board of Education relating to compulsory attendance even though they have not attained (6) six years of age. For the purpose of this Regulation, a child between his/her sixth and sixteenth birthdays shall be considered truant if the child has more than five days of unexcused absences in a school year. Instances of truancy and/or educational neglect deprivation may be referred to the school social worker.

EXCUSED ABSENCES

1. Excused absences are defined as those for which evidence is provided to the school that the absence is permitted by the State Board of Education rule 160-5-1-.10. Such evidence may be written doctor’s statement, or other documentation acceptable to the school. Such evidence must be provided within three (3) school days after returning to school. Failure to submit a note within three (3) school days after a student’s return from an absence will result in the absence being marked unexcused. Parental/guardian notes will be accepted for the first five (5) absences of the academic year. Example 1:1 day absent = 1 parent note used; 2 days absence = 2 parent notes used. Absences beyond the first five (5) shall require medical notes or other documentation.
2. State Board of Education rule 160-5-1-.10 regarding Excused Absences states that a student may be excused when:

- a. Personal illness or attendance in school endangering a student's health or the health of others;
- b. A serious illness or death in a student's immediate family necessitating absence from school;
- c. A court order or any order by a governmental agency, including pre-induction physical examinations for service in the armed forces, mandating absence from school;
- d. Immediate family member being deployed or returning from military deployment. Five (5) days absence will be excused.
- e. Celebrating religious holidays, necessitating absence from school;
- f. Conditions rendering attendance impossible or hazardous to the student's health or safety; or
- g. A period not to exceed one day is allowed, at the discretion of the local unit of administration, for registering to vote or voting in a public election.
- h. Any other reason which may subsequently be deemed an excused absence by the State Board of Education.

Note: Students serving as a Page in the General Assembly shall not be counted absent for those days of service as a Page.

- 3. Students whose absences are excused shall be permitted to make up work missed. It shall be the responsibility of the student to arrange for make-up work within three (3) days after returning to school. Work shall be made up at the teacher's convenience, and the teacher shall have the discretion in determining reasonable time limits within which it must be completed.
- 4. In unusual situations where a student has to be absent for reasons beyond the student's or parent's control, or where the purpose of the absence may be of educational value, even though not legally excusable, the local school MAY permit work to be made up provided the absence(s) is/are approved by the principal.
- 5. Students absent due to an extended physical illness or injury should utilize the services of the Hospital/Homebound program if eligible.

UNEXCUSED ABSENCES

- 1. Unexcused absences are defined as any absence not meeting the conditions of Section I.A. above or as defined by applicable rule of the State Board of Education.
- 2. Students who are absent for unexcused reasons may not be permitted to make up work missed.
- 3. Where there exists reasonable doubt as to the validity of continued absenteeism, the school principal or his/her designee is encouraged to submit a referral to the social worker.
- 4. Consequences and penalties of unexcused absences:
 - a. At the time of enrollment of a student, parents, guardians, or other persons having control or charge of a student (collectively, "Parent") will be provided a copy of written summary of the potential consequences and penalties for violating the State's compulsory attendance laws. The parent and any student who is ten years old as of September 1st will be asked to sign a statement indicating receipt of such summary. After two reasonable attempts by the School System have failed to secure the signature (s) of the written summary of possible consequences and penalties for failing to comply with compulsory attendance laws, the school

system will send a written notice to the parent via first class mail.

Parents/Guardians:

- a. Must attend a Truancy Treatment Team meeting if summoned for such a meeting.
- b. Charges may be filed against parents if their child misses over five (5) unexcused days of school per academic year.
- c. Judges may invoke the following consequences for this misdemeanor offense: \$25 - \$100 fine for each offense after five (5) unexcused absences; imprisonment for up to 30 days for each offense; Community Service; or any other penalty available under the law.

If juvenile charges are filed, the parent, and/or student may be placed under a court order and must abide by the rules set forth by the judge.

Students:

Pursuant to O.C.G.A. § 15-11-381 et seq, juvenile charges may be filed against any student having ten (10) or more unexcused absences in a singular academic year. Parents/students must attend a Truancy Treatment Team meeting if referred to such a meeting. Pursuant to O.C.G.A. § 40-5-22, a student with ten or more unexcused absences in the current academic school year or the prior academic school year may have their driver's license or permit suspended, denied, or revoked.

GENERAL GUIDELINES AND PROCEDURES

- 1. Each individual classroom teacher shall keep an accurate record of attendance of each student, including a designation of excused or unexcused absences.
- 2. Students who are absent from school for a portion of the school day must have been present for a minimum of one-half (1/2) of the school day in order to be counted present for the day.
- 3. When there is reason for a student to be excused from school for a portion of the school day, school officials may release him/her to his/her parent/guardian, to a person properly identified with parental/guardian approval, to school authorities, or upon request by letter or telephone from his/her parent/guardian. Principals or designee need to make efforts to verify the authenticity of such requests before complying.
- 4. The classroom teacher's record of attendance shall serve as the official record in determining student attendance for that class. If it is determined that there may be some question about the record, office attendance records will become official.
- 5. Approved field trips and approved school functions shall not count as an absence.
- 6. Schools will report student attendance through official progress reports and grade reports.
- 7. Students who are absent from school for more than one-half of the school day shall not participate in extracurricular or after school activities on that day unless they have the approval of the principal.
- 8. Students must be in attendance a minimum of one-half day to be counted present for the day.
- 9. No person shall make or attempt to make a change of custody of a minor child by removing the child from the premises of a public elementary or secondary school without the permission of the person who enrolled the

child in the school, except as otherwise expressly set forth in O.C.G.A. § 20-2-780.

educating the child. Presentation of a copy of such filed declaration shall satisfy the assessment.

UNIFORM WITHDRAWAL CRITERIA GRADES K-12

1. For the purpose of accurately measuring the academic performance of students continuously enrolled in public schools, the Board adopts the following uniform criteria for withdrawing students.
2. A student should generally be withdrawn by the student's parent/guardian or other person residing within the state who has control or charge of the student pursuant to O.C.G.A. § 20-2-690.1 or other applicable Georgia law.
3. The district may withdraw without parental/guardian permission if a student:
 - a. Has accumulated more than ten (10) consecutive days of unexcused absences. The principal or designee will use reasonable efforts to notify the parent/guardian if the district plans to withdraw the student;
 - b. Who the District learns has been enrolled in another school, school system, private school, or home study program;
 - c. Who the District has confirmed no longer resides in the school's attendance zone (the principal or designee will use reasonable efforts to notify the parent/guardian or other person who has charge of a student if the district plans to withdraw the student);
 - d. Who is not in attendance on the first day of school but was expected based on prior year enrollment (such student shall be withdrawn as a "no-show" student and shall not be included in an enrollment or attendance counts).
4. Schools will not withdraw students who are receiving instructional services from the district through hospital/homebound instruction.
5. The principal or designee shall record the reason for withdrawal in the local or State Student Information System.
6. The student's withdrawal date will be the last day of attendance or the day the district confirms that the student no longer resides in the school's attendance zone.
7. Students shall not be withdrawn as a result of excused absences.
8. The district's elementary, middle, and high school withdrawal from must be completed before withdrawal.
 - a. The withdrawal form must be signed by the designated school personnel to complete the withdrawal process;
 - b. If a student is under suspension on the date of the withdrawal, the terms of the suspension may be noted on the withdrawal form.
9. Self-withdrawal:
 - a. An eighteen (18) year old student may withdraw himself/herself from school.
10. In the event a student is withdrawn from a public school to attend a home study program and does not have a Home School Program Declaration of Intent filed pursuant to O.C.G.A. § 20-2-690 within 45 days of such withdrawal, the matter may be referred to the Division of Family and Children Services of the Department of Human Services to conduct an assessment. The purpose of such referral and assessment shall be limited to determining whether such withdrawal was to avoid

ADDITIONAL GUIDELINES AND PROCEDURES GRADES 6-12

Final course grades of students shall not be penalized because of absences if the following conditions are met:

1. Absences are justified and validated for excusable reasons.
2. Make-up work for excused absences was completed satisfactorily.

Students may lose credit for any class in which they have excessive unexcused absences. Excessive absences are defined as absences that exceed ten (10) absences in a semester.

ABSENTEE REPORTING

Student absences are reported by official progress reports and grade reports. Teachers should refer students with five (5) unexcused absences per academic year to the principal, or designee. The school system will make reasonable efforts to notify the parent, guardian, or other person having charge or control of the student when such student has five (5) unexcused absences, explaining that each unexcused absence thereafter will constitute a separate offense. After two (2) reasonable attempts to notify the parent, guardian, or person having charge or control of a student of five (5) unexcused days of absence without response, the school system will send a written notice via certified mail with return receipt requested. Parents with questions or concerns about attendance are encouraged to call the school. Students who violate the compulsory attendance laws may be referred to the Juvenile Court for a hearing.

ATTENDANCE AWARDS

Students will be recognized with perfect attendance if they have been counted present each day and have no more than three (3) tardies / early dismissals / late arrivals. Principals are encouraged to set standards and guidelines for attendance awards for other students that demonstrate excellent attendance.

TRUANCY TREATMENT TEAM

Floyd County Schools participate in a community effort to assure the best possible opportunities for our students. The Truancy Treatment Team consists of representatives from several community organizations. Students who have attendance problems may be referred to this program; parents must then attend the required meeting for planning and assistance.

STUDENT RECORDS

It is the policy of the Board of Education that the School District shall comply with the requirements of the Family Educational Rights and Privacy Act (FERPA) and the Student Data Privacy, Accessibility, and Transparency Act of Georgia (the Act). For the purposes of this policy, a "parent" is defined as a natural parent, a guardian, or an individual acting as a parent in the absence of a parent or guardian. An "eligible student" is defined as a student who has reached 18 years of age or is attending an institution of post-secondary education.

The Superintendent shall implement procedures whereby every principal is directed to develop a means to notify, on

an annual basis, parents, and eligible students, including parents who are disabled or who have a primary or home language other than English, of their rights under the FERPA and the Act, either through a student handbook distributed to each student in the school or by any means that are reasonably likely to inform them of their rights. Generally, a parent or eligible student will be permitted to obtain a copy of the student's education records upon reasonable notice and payment of reasonable copying costs.

**FAMILY EDUCATIONAL RIGHTS
AND PRIVACY ACT (FERPA)**

The Family Educational Rights and Privacy Act (FERPA), a federal law administered by the Department (20 U.S.C. § 1232g; 34 CFR Part 99), affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records, such as the right to consent to the disclosure of personally identifiable information (PII) from the education records (except in certain circumstances).

These rights are:

- ❖ The right to inspect and review the student's education records within 45 days of the day the district receives a request for access. Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- ❖ The right to request the amendment of the student's education records that the parent or eligible student believe are inaccurate or misleading. Parents or eligible students may ask the Floyd County Schools to amend a record that they believe is inaccurate or misleading. They should write the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- ❖ The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district as an administrator, supervisor, instructor or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the district has contracted to perform a special task, (such as attorney, auditor, medical consultant, or therapist); or parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record to fulfill his or her professional responsibility.

- ❖ The right to file a complaint with the U. S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue
Washington, DC 20202-5920**

Confidentiality of student records shall be preserved while access is provided to parents, eligible students, and school officials with legitimate educational interests, as described in the annual parent notice.

Except for directory information as defined below, personally identifiable information will not be released by the school district from an education record without prior written consent of the parent or eligible student, except to the extent authorized by the FERPA and its implementing regulations at 34 C.F.R. & 99.31.

The Board of Education designates the following information as "directory information". A parent of an eligible student may make a timely request, in writing, to the principal of the school where the student is enrolled that such information not be designated as directory information for the individual student. The written request must be sent at the beginning of each school year.

- ❖ Student's name;
- ❖ Student's participation in official school activities and sports;
- ❖ Weight and height of members of an athletic team;
- ❖ Dates of attendance at schools within the district;
- ❖ Honors and awards received during the time enrolled in district schools;
- ❖ Major field of study;
- ❖ Withdrawal and re-entry;
- ❖ Diplomas and certificates;
- ❖ Most recent educational agency or institution attended by the student;
- ❖ Photographs; and
- ❖ Grade level

A parent or eligible student who desires that the school district not release any or all directory information about a student must notify the school district to that effect in writing addressed to:

**Floyd County Schools
Attention: Director of Student Services
600 Riverside Parkway
Rome, Georgia 30161**

**NOTIFICATION OF RIGHTS UNDER THE
PROTECTION OF PUPIL RIGHTS AMENDMENT
(PPRA)**

PPRA affords parents and eligible students (18 or older or emancipated minors) certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- 1) *Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):*

- 1) Political affiliations or beliefs of the student or student's parents;
 - 2) Mental or psychological problems of the student or student's family;
 - 3) Sex behavior or attitudes;
 - 4) Illegal, anti-social, self-incriminating, or demeaning behavior;
 - 5) Critical appraisal of others with whom respondents have close family relationships;
 - 6) Legally recognized privileged relationships, such as lawyers, doctors, or ministers;
 - 7) Religious practices, affiliations, or beliefs of the student or parents; or
 - 8) Income, other than as required by law to determine program eligibility.
- 2) Receive notice (with approximate dates scheduled) and an opportunity to opt a student out of (remove their child) from:
- 1) The administration of any third party (non-Dept. Of Education) survey, containing one (1) or more of the eight (8) items listed under number one (1);
 - 2) Any non-emergency, invasive physical exam or screening that is (a) required as a condition of attendance; (b) administered by the school or its agent; and (c) not necessary to protect the immediate health and safety of a student. This does not include hearing, vision, or scoliosis screenings, or any physical exam or screening permitted, or required under State law; and
 - 3) Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- 3) Inspect, upon request and before administration or use the following:
- 1) Surveys requesting protected information of students by a third party;
 - 2) Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 - 3) Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Parents who believe their rights have been violated may file a complaint with:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605**

**NOTICE OF RIGHTS OF STUDENTS AND PARENTS
UNDER SECTION 504**

The Rehabilitation Act of 1973, commonly known in the schools as "Section 504," is a federal law passed by the United States Congress with the purpose of prohibiting discrimination against disabled persons who may participate in, or receive benefits from, programs receiving federal financial assistance. In the public schools specifically, Section 504 applies to ensure that eligible disabled students

are provided with educational benefits and opportunities equal to those provided to non-disabled students.

Under Section 504, a student is considered "disabled" if he or she suffers from a physical or mental impairment that substantially limits one or more major life activities. Section 504 also protects students with a record of impairment, or who are regarded as having impairment, from discrimination on the basis of disability. Students can be considered disabled, and can receive services under Section 504, including regular or special education and related aids and services, even if they do not qualify for, or receive, special education services under the IDEA.

The purpose of this Notice is to inform parents and students of the rights granted them under Section 504. The federal regulations that implement Section 504 are found at Title 34, Part 104 of the Code of Federal Regulations (CFR) and entitle eligible students and their parents, to the following rights:

- ❖ You have a right to be informed about your rights under Section 504. [34 CFR 104.32]. The School District must provide you with written notice of your rights under Section 504 (this document represents written notice of rights as required under Section 504). If you need further explanation or clarification of any of the rights described in this Notice, contact appropriate staff persons at the District's Section 504 Office and they will assist you in understanding your rights.
- ❖ Under Section 504, your child has the right to an appropriate education designed to meet his or her educational needs as adequately as the needs of non-disabled students are met. [34 CFR 104.33]. You have the right to refuse consent for services at any time.
- ❖ Your child has the right to free educational services, with the exception of certain costs normally also paid by the parents of non-disabled students. Insurance companies and other similar third parties are not relieved of any existing obligation to provide or pay for services to a student that becomes eligible for services under Section 504. [34 CFR 104.33].
- ❖ To the maximum extent appropriate, your child has the right to be educated with children who are not disabled. Your child will be placed and educated in regular classes, unless the district demonstrates that his or her educational needs cannot be adequately met in the regular classroom, even with the use of supplementary aids and services. [34 CFR 104.34].
- ❖ Your child has the right to services, facilities, and activities comparable to those provided to non-disabled students. [34 CFR 104.34].

The School District must undertake an evaluation of your child prior to determining his or her appropriate educational placement or program of services under Section 504, and before every subsequent significant change in placement [34 CFR 104.35]. You have the right to refuse consent for initial evaluation.

- ❖ If formal assessment instruments are used as part of an evaluation, procedures used to administer assessments and other instruments must comply with the requirements of Section 504 regarding test validity, proper method of administration, and appropriate test selection. [34 CFR 104.35]. The district will appropriately consider information from a variety of sources in making its determinations, including, for example: aptitude and achievement tests, teacher

recommendations, reports of physical condition, social and cultural background, adaptive behavior, health records, report cards, progress notes, parent observations, statewide assessment scores, and mitigating measures, among others. [34 CFR 104.35].

- ❖ Placement decision regarding your child must be made by a group of persons (a Section 504 committee) knowledgeable about your child, the meaning of the evaluation data, possible placement options, and the requirement that to the maximum extent appropriate, disabled children should be educated with non-disabled children. [34 CFR 104.35].
- ❖ If your child is eligible under Section 504, he or she has a right to periodic reevaluations. A reevaluation must take place at least every three years. [34 CFR 104.35].
- ❖ You have the right to be notified by the district prior to any action regarding the identification, evaluation, or placement of your child. [34 CFR 104.36].
- ❖ You have the right to examine relevant documents and records regarding your child (generally documents relating to identification, evaluation, and placement of your child under Section 504). [34 CFR 104.36].
- ❖ You have the right to an impartial due process hearing if you wish to contest any action of the district with regard to your child's identification, evaluation, or placement under Section 504. [34 CFR 104.36]. You have the right to participate personally at the hearing, and to be represented by an attorney, if you wish to hire one.
- ❖ If you wish to contest an action taken by the Section 504 Committee by means of an impartial due process hearing, you must submit a Notice of Appeal or a Request for Hearing to the District's Section 504 Coordinator. You must submit the required notice or request in writing within 30 calendar days of the action or omission giving rise to your complaint. Failure to make a timely request will result in the loss of your opportunity to pursue a due process hearing on that action or omission. A date will be set for the hearing and an impartial hearing officer will be appointed. You will then be notified in writing of the hearing date, time, and place.
- ❖ If you disagree with the decision of the hearing officer, you have a right to seek a review of the decision by making a written request to the District's Section 504 Coordinator, and/or you may seek relief in state or federal court as allowed by law.
- ❖ You also have the right to present a grievance or complaint through the district's local grievance process. The district will investigate the situation, take into account the nature of the complaint and all necessary factors and respond appropriately to you within a reasonable time. Parents may contact the District's Section 504 Coordinator for more information about the district's grievance process.
- ❖ You also have a right to file a complaint with the Office for Civil Rights (OCR) of the Department of Education. The address of the OCR Regional Office that covers this school district is:

United States Department of Education
U.S. Department of Education, Region I
61 Forsyth Street SW, Ste. 19T10
Atlanta, Georgia 30303

Telephone: (800) 368-1019

For more information regarding Section 504, or if you have questions or need additional assistance, please contact your local system's Section 504 Coordinator at the following address:

Floyd County Schools
600 Riverside Parkway
Rome, Georgia 30161
706-234-1031
lbrooks@floydboe.net

SECTION 504 PROCEDURAL SAFEGUARDS

I. OVERVIEW

Any student or parent/guardian ("grievant") may request an impartial hearing due to the school system's actions or inactions regarding your child's identification, evaluation, or educational placement under section 504. Requests for an impartial hearing must be in writing to the school system's Section 504 Coordinator; however, a grievant failure to request a hearing in writing does not alleviate the school system's obligation to provide an impartial hearing if the grievant orally requests an impartial hearing through the school system's Section 504 Coordinator.

The school system's Section 504 Coordinator will assist the grievant in completing the written Request for Hearing.

II. HEARING REQUEST

The request for the hearing must include the following:

- ❖ The name of the student;
- ❖ The address of the residence of the student;
- ❖ The name of the school the student is attending;
- ❖ The decision that is the subject of the hearing;
- ❖ The requested reasons for review;
- ❖ The proposed remedy sought by the grievant;
- ❖ The name and contact information of the grievant.

Within ten (10) business days from receiving the grievant Request for Hearing, the Section 504 Coordinator will acknowledge the Request for Hearing in writing and schedule a time and place for a hearing. If the written Request for Hearing does not contain the necessary information noted above, the Section 504 Coordinator will inform the grievant of the specific information needed to complete the request. All timelines and processes will be stayed until the Request for Hearing contains the necessary information noted above.

III. MEDIATION

The school system may offer mediation to resolve the issues detailed by the grievant in his or her Request for Hearing. Mediation is voluntary and both the grievant and school system must agree to participate. The grievant may terminate the mediation at any time. If the mediation is terminated without an agreement, the school system will follow the procedures for conducting an impartial hearing without an additional Request for Hearing.

IV. HEARING PROCEDURES

- ❖ The Section 504 Coordinator will obtain an impartial review official who will conduct a hearing within 45 calendar days from the receipt of the grievant Request for Hearing unless agreed to otherwise by the grievant

or a continuance is granted by the impartial review official.

- ❖ Upon a showing of good cause by the grievant or school system, the impartial review official, at his or her discretion, may grant a continuance and set a new hearing date. The request for a continuance must be in writing and copied to the other party.
- ❖ The grievant will have an opportunity to examine the child's educational records prior to the hearing.
- ❖ The grievant will have the opportunity to be represented by legal counsel at his or her own expense at the hearing and participate, speak, examine witnesses, and present information at the hearing. If the grievant is to be represented by legal counsel at the hearing, he or she must inform the Section 504 Coordinator of that fact in writing at least ten (10) calendar days prior to the hearing. Failure to notify the Section 504 Coordinator in writing of representation by legal counsel shall constitute good cause for continuance of the hearing.
- ❖ The grievant will have the burden of proving any claims he or she may assert. When warranted by circumstances or law, the impartial hearing officer may require the recipient to defend its position/decision regarding the claims (i.e., A recipient shall place a disabled student in the regular educational environment operated by the recipient unless it is demonstrated by the recipient that the education of the person in the regular environment with the use of supplementary aids and services cannot be achieved satisfactorily. 34 C.F.R. § 104.34). One or more representatives of the school system, who may be an attorney, will attend the hearing to present the evidence and witnesses, respond to the grievant testimony and answer questions posed by the review official.
- ❖ The impartial review official shall not have the power to subpoena witnesses, and the strict rules of evidence shall not apply to hearings. The impartial review official shall have the authority to issue pre-hearing instructions, which may include requiring the parties to exchange documents and names of witnesses to be present.
- ❖ The impartial review official shall determine the weight to be given any evidence based on its reliability and probative value.
- ❖ The hearing shall be closed to the public.
- ❖ The issues of the hearing will be limited to those raised in the written or oral request for the hearing.
- ❖ Witnesses will be questioned directly by the party who calls them. Cross-examination of witnesses will be allowed. The impartial review official, at his or her discretion, may allow further examination of witnesses or ask questions of the witnesses.
- ❖ Testimony shall be recorded by court reporting or audio recording at the expense of the recipient. All documentation related to the hearing shall be retained by the recipient.
- ❖ Unless otherwise required by law, the impartial review official shall uphold the action of school system unless the grievant can prove that a preponderance of the evidence supports his or her claim.
- ❖ Failure of the grievant to appear at a scheduled hearing unless prior notification of absence was provided and approved by the impartial review official or just cause is shown shall constitute a waiver of the

right to a personal appearance before the impartial review official.

V. DECISION

The impartial review official shall issue a written documentation within twenty (20) calendar days of the date the hearing concluded. The determination of the impartial review official shall not include any monetary damages or the award of any attorney's fees.

VI. REVIEW

If not satisfied with the decision of the impartial review official, any party may pursue any right of review, appeal, cause of action or claim available to them under the law or existing state or federal rules or regulations.

RESPONSE TO INTERVENTION (RTI)

RTI is a method of academic intervention designed to provide early, effective assistance to make sure we reach all students, especially those whose academic skills or behaviors are not up to expectations. RTI uses data driven instruction to allocate resources in order to enhance student learning. RTI provides multi-tiered levels of interventions based on the Georgia Student Achievement Pyramid of Interventions. Georgia has implemented a four-tier Response to Intervention (RTI) model in a) identifying and b) addressing students' academic and/or behavioral needs. Standards-based instruction, universal screening, and progress monitoring are the critical foundation elements of the model (Tier 1). Tier 2 is characterized by the addition of more concentrated small-group or individual interventions that target specific needs and essential skills. In Tier 3, SST is the structure and RTI is the process. Team members individualize interventions to determine barriers to learning and develop appropriate individual interventions for the student. If a variety of SST/Tier 3 interventions are finally determined not to be adequate and the need for more individualized assistance is documented, the SST will make an appropriate referral for consideration of placement of the student in an appropriate Tier 4 program. If found eligible, this student may be placed in Special Education, English to Speakers of Other Languages (ESOL), Gifted or other programs that are delivered by specially trained teachers.

STUDENT SUPPORT TEAMS (SST)

The Student Support Team (SST) is a regular education, problem-solving process in every Georgia School. Its purpose is to provide support to both students and teachers with the outcome being improved student performance.

OVERVIEW OF THE SST PROCESS

The Student Support Team (SST) process was designed to provide support to the student and teacher through a collaborative approach. It is based on the premise that "two heads are better than one" when developing plans for students who are having difficulty in school. When approached in a positive manner, the SST can be a valuable tool in providing for an effective educational program for students.

Student Support Teams are most effective in schools in which all school staff have responsibility for all students and are skilled at engaging in collaborative problem solving.

The process involves six (6) basic steps that focus on individual student needs, learning styles, program effectiveness, and home/school communication.

These steps are as follows:

- 1) Gathering of information
- 2) Assessment (if necessary) and evaluation of data
- 3) Development of an educational plan
- 4) Implementation of educational plan
- 5) Evaluation of progress
- 6) Ongoing monitoring and evaluation

TRANSFER OF SST / RTI RECORDS

The Student Support Team is a function by law of the regular education program. SST records will be transferred from one school to another as follows:

- ❖ If a student is transferring to another school in the Floyd County School System, the SST Coordinator at the sending school should send the student's records to the SST Coordinator at the receiving school.
- ❖ If the student is transferring to any school outside the system, a copy of the SST records should be sent along with the regular education records (upon receipt of a release of records form signed by the parent/guardian) to the receiving school. The School SST Coordinator should retain the original copy.
- ❖ SST Coordinators should sign each student's "transfer/withdrawal" sheet or receive a copy of the Student Withdrawal Form so that they will be immediately notified if the withdrawing student is currently being served by SST. This will allow them to expedite SST information to the sending school.
- ❖ The school principal shall be responsible for ensuring that SST procedures are followed. Therefore, SST records transfers require the principal's signature/initial and date.

EVERY STUDENT SUCCEEDS ACT (ESSA) PARENTS RIGHT-TO-KNOW

In compliance with the requirements of Every Student Succeeds Act (ESSA), Floyd County School District would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/or paraprofessional(s). The following information may be requested:

- ❖ Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- ❖ Whether the teacher is teaching under emergency or other provisional status through which state qualification or licensing criteria has been waived.
- ❖ What the teacher's undergraduate major was, and any graduate certification or degree held including the teacher's field of discipline of the certification or degree
- ❖ Whether a paraprofessional is serving in the classroom and whether the paraprofessional has met all qualifications

If you wish to request information concerning your child's teachers' qualification, please contact Human Resources at 706-234-1031, Ext. 3026. Furthermore, if you wish to receive additional information regarding federal programs within Floyd County Schools, please contact the Federal Programs Department at 706-234-1031, Ext. 3045.

DOCUMENTS AND PROOFS NECESSARY FOR ENROLLMENT

Parent/legal guardian must accompany enrolling student.

School System Documentation Required:

AGE VERIFICATION

Evidence of the student's date of birth.

(Accepts as evidence, a certified copy of child's birth certificate, a certified hospital issued birth record).

IMMUNIZATION CERTIFICATE

Proof of immunization as required by O.C.G.A. § 20-2-771, which includes an exemption for religious grounds.

NUTRITIONAL SCREENING AND EYE / EAR / DENTAL EXAM CERTIFICATE

The school system complies with the provisions of O.C.G.A. § 20-2-770 concerning nutritional screening and eye, ear, and dental examinations of students entering the first grade or at other times as public health rules may require.

SOCIAL SECURITY NUMBER

The school system complies with the provisions of O.C.G.A. § 20-2-150, which requires a person enrolling the student to provide a copy of the student's social security number or to sign a form stating that the person does not wish to provide the social security number.

ACADEMIC AND/OR TRANSFER RECORDS, IF APPLICABLE

Student enrollment and placement decisions are based on performance in previous schools or programs. A transferring student in a grade higher than the sixth grade must present a certified copy of his or her academic transcript and disciplinary record from the school previously attended.

PROOF OF RESIDENCY

Documents used to prove residency needs to include the name of the parent, guardian, grandparent, or other person enrolling the student (or the name of the emancipated minor) and a street address. The person enrolling the student or in the case of an emancipated minor, the student, should provide a current utility bill and one (1) of the following items.

- ❖ Current lease / rental agreement;
- ❖ Most recent income tax return;
- ❖ Current paycheck stub;
- ❖ Current Medicaid card;
- ❖ Current residential property tax statement or bill;
- ❖ Current warranty or quick claim deed;
- ❖ Current home purchase agreement;
- ❖ Third-person affidavit of residency (notarized affidavit shall be completed and signed by parent, guardian, or other person, as well as the legal owner or lessor of the property where the student and the parent, guardian, or other person reside); or
- ❖ Current homeowner's insurance policy

HEALTH AND MEDICATION

All Medications Must Be In The Original Container

Although it is recognized that many students require some form of medication for various chronic or temporary conditions, treatment schedules that allow doses to be given at other than school hours are preferred and encouraged. If it is necessary that medication be given during school hours, school personnel will assist the student in taking the prescribed medication in accordance with the procedures

described below. Students who have been prescribed an EPI Pen may keep it on their person but must clear the prescription through the front office.

MEDICATION

All medications other than the exceptions listed in this policy, whether prescription or over the counter, may be administered only in accordance with the guidelines set forth by the principal of each school. All medications must be taken by the student, parent/guardian to the school office immediately upon arrival at school and must be in original pharmaceutical containers, clearly labeled as to the name of the student, the name of the medication, the appropriate dosage, and the times for dosage. Any student possessing prescription or over the counter medication not in accordance with these guidelines will be considered in violation of the School District's drug policy and shall be subject to the discipline set forth in the student code of conduct and/or the student/parent handbook.

A student for whom the school has on file supporting medical documentation may always carry with parental/guardian permission inhalers for asthma, auto injectable epinephrine for allergic reactions and all necessary supplies and equipment to perform monitoring and treatment functions authorized by the student's diabetes medical management plan. Students authorized to self-administer such medications shall be instructed not to permit any other student to handle, possess, or otherwise attempt to use his / her medication and shall be informed that violations of such instructions will be dealt with in accordance with the student code of conduct.

In order for the student to carry and self-administer such medications, or in order for the school to store and administer the medication for students who are unable to self-administer because of age or any other reason, parents must provide a written statement from a licensed physician confirming that the student is able to self-administer the medication, if applicable, and written permission from the parent for the nurse or designated employee to consult with the doctor regarding any questions that may arise concerning the medication. Such permission shall release the school district and its employees and agents from civil liability for administering such medication to students, or if the self-administering student suffers an adverse reaction because of self-administration of such medication. The terms of this paragraph may be met through a student's diabetes medical management plan developed and implemented pursuant to state law. Parents are encouraged to provide to the schools' duplicate medication and supplies in the event a student is unable to self-administer or fails to bring the medication or equipment to school.

Nurses or other school employees are authorized to administer auto injectable epinephrine, if available, to a student who is having an actual or perceived anaphylactic adverse (allergic) reaction, regardless of whether the student has a prescription for epinephrine. Such persons also are authorized to administer levalbuterol sulfate, if available, to a student in perceived respiratory distress, regardless of whether the student has a prescription for levalbuterol sulfate. Any school employee who in good faith administers or chooses not to administer such medication to a student in such circumstances shall be immune from civil liability.

PRESCRIPTION MEDICATION

Parents must obtain the "Request for Medication at School" form at the school office and have the student's physician complete it. Both the physician and the parent must sign and date the form. This form must be returned to school where it will remain on file. For recurring illness or chronic conditions an updated form is required each school year. Students who need to take a prescription drug on a temporary basis must also bring the "Request for Medication at School" form.

Parents are responsible for providing the school with the prescribed medication. Medicine should not be sent to school with the student. All medication must be in the original container, and each separate medication should list:

Student's name

Name of drug

Time and amount of dosage

Method of administration

The school will be responsible for providing a safe method of storage for the medication.

NON – PRESCRIPTION MEDICATION

Parents may request that non-prescription medication be given at school on a temporary basis. The non -prescription medication should be carried to school by the parent in the original container. Parents should write specific instructions on administering the medication that coincides with the instructions on the medication bottle. This statement should include the student's symptoms and who to contact if there are concerns about the student's health. If the child takes medication for more than three (3) consecutive days a doctor's note will be required.

ACCIDENTS / INSURANCE

It is the responsibility of each parent/guardian to pick up his/her child from school should the child become ill or injured during the school day. The child will be sent to the nurse or school office until a parent/guardian arrives. Injuries or severe illness requiring medical attention will be handled on an emergency basis. The school reserves the right to call an ambulance if deemed necessary for the welfare of a child. If a parent/guardian cannot be located, an emergency contact will be called.

Student insurance is available at the beginning of the school year. Application forms are sent home by each student if you are interested in purchasing coverage.

STUDENT INOCULATIONS

IMMUNIZATION

Every child entering a Floyd County School for the first time, regardless of grade level, must present a completed adequate certificate of immunization to the school, and a copy must be retained in the child's permanent record. This record must include immunization against diphtheria, pertussis, tetanus, poliomyelitis, measles, rubella, hepatitis B, and mumps. The record must be on a form provided by the Georgia Department of Human Resources. Verification of immunization can be made only by a physician or a qualified employee of the local board of health. A physician is authorized to issue a Certificate of Immunization indicating a medical exemption for a child.

The Superintendent or a designee may grant a 30-calendar day waiver for Georgia residents for a justifiable reason. Students entering the sixth grade, or its equivalent

age must have at least one (1) additional dose of the MMR vaccine.

No child shall be admitted to school in Georgia without a current immunization certificate. This is based on GEORGIA LAW. The local Health Department will assist you in meeting this requirement.

IMMUNIZATION LAW

Georgia law requires that all students enrolled in a Georgia school must have an immunization record on file in the school office. In addition, students entering a Georgia school for the first time must present an Eye, Ear, Dental Certificate (Georgia Form #3300). These certificates can be obtained at the Floyd County Health Department or in many doctor's offices. These certificates should be presented at the school office at the time of enrollment.

All rising 7th through 8th Grade students enrolling on or after Fall 2012 must have the following shots:

- At least 4 DPT (with the last one given after the 4th birthday).
- 3 Hepatitis B
- At least 3 polios (with the last one given after the 4th birthday).
- 2 MMR (with the last one given after the 4th birthday).
- 2 Varicella (chicken pox vaccination) or proof of immunity
- TD/Tdap (the number required depends on age at first dose and number of previous doses)

NEW REQUIREMENTS EFFECTIVE JULY 2014

In addition to the above, all currently enrolled Georgia students entering 7th Grade and new entrants to Georgia Schools, grades 7 – 12 must have received one dose of Tdap (tetanus, diphtheria, pertussis) vaccine and one dose of meningococcal conjugate vaccine prior to entering school.

New students enrolling from out-of-state will need their immunizations recorded on the Georgia Certificate of Immunization Form (Form 3231). If a new student arrives with any other documentation, the parents are to be referred to the Health Department.

*For students with waivers. These forms will have an expiration date on it. Parents are responsible for making sure the student goes back for the next booster. School officials must keep track of expiration dates and remind the parents a month in advance to go back and get the next shot. If the student does not get the shot by 30 days after the expiration date, the student will be suspended from school until the next shot is obtained. The student will be issued a new certificate with a new expiration date each time a shot is received, and a current certificate will be issued when all shots are completed. It is the parent's responsibility to get an updated immunization certificate to school.

PARENT / GUARDIAN OBJECTION

If a parent/guardian objects to the immunization of his/her child on religious grounds, the parent/guardian must furnish an affidavit swearing or affirming that the immunization required conflicts with the religious beliefs of the parent/guardian.

PHYSICAL EXAMINATIONS

Upon initial school enrollment in a Georgia public school, students must show evidence of having completed an eye, ear, and dental examination by a public health department or a private physician. Evidence shall be shown by the filing of a certificate designed for such purposes with the local school. Schools shall maintain files including copies of eye, ear, and dental examination certificates in each student's permanent record.

HOSPITAL HOMEBOUND SERVICES

Floyd County provides two homebound services: Regular and Intermittent. Regular is for students that are anticipated to be out of school for ten (10) consecutive school days or more due to accident, surgery, medical causes, etc. The Intermittent program is for students with chronic illnesses such as cancer, cystic fibrosis, etc. that are expected to require intermittent absences of ten (10) or more days throughout the school year.

FCBOE GENERAL DISCIPLINE INFORMATION

It is important that students read this section on the Student Behavior Code and follow the guidelines carefully. The Floyd County Schools standards for student behavior during school hours, at school related functions, on school buses and at bus stops are designed to create the expectation that students will behave themselves in such a way so as to facilitate a learning environment for themselves and other students, respect each other and school district employees, obey student behavior policies adopted by the Board of Education, and obey student behavior rules established by individual schools. The consequences of engaging in activities that are illegal or prohibited can be severe and have far-reaching effects on a student's educational experience and personal life.

School safety is important to everyone. Providing an environment that is safe and promotes education and growth requires an impartial Student Behavior Code that must be respected and observed. Our Student Behavior Code has been developed to include local, state, and national laws and to follow the rules and regulations of the Floyd County School System. Students are required to follow the behavior code during regular school hours, on any school transportation, and at any time while attending or participating in school sponsored activities.

Questions regarding appropriate disciplinary action shall be referred to the Superintendent or designee. In situations where out-of-school suspension is used as a disciplinary action, effort will be made to contact the parent of the student involved. Should personal or phone contact not be successful, sending the appropriate paperwork home with the student shall be considered adequate parental notification of the action taken. School officials are in charge and have the responsibility for disciplinary supervision. Administrators have the authority to use professional judgment in disciplining students within the guidelines of the Floyd County Student Behavior Code.

Parents shall be invited to a conference to devise a behavioral plan before students who have been suspended or expelled return to school. Failure of the parent to attend such conference does not preclude the student from being readmitted; however, school officials shall meet with the student to devise a behavior plan.

CHRONIC DISCIPLINARY PROBLEM

Students who continue to have multiple discipline referrals may be identified as a "chronic disciplinary problem" (as defined in O.C.G.A. S 20-2-764). When that occurs, the parents of that student will be requested to schedule an appointment to observe the student in a classroom situation and to meet with the school personnel to devise a discipline and behavior plan.

CHRONIC DISCIPLINARY PROBLEM STUDENT

"Chronic disciplinary problem student" means a student who exhibits a pattern of behavioral characteristics which interfere with the learning process of students around him or her and which are likely to recur.

When a teacher or principal identifies a student as a "chronic disciplinary problem student" as defined in O.C.G.A. 20-2-764, the principal shall notify the student's parent/guardian of the discipline problem and request the parent/guardian to observe the student in a classroom situation, and to attend a conference with the principal or teacher or both to devise a disciplinary and behavior correction plan. The notification shall include a telephone call and either certified or first-class mail.

FLOYD COUNTY TRANSITIONAL ACADEMY

The Floyd County Transitional Academy, (FCTA), is an alternative school designed to provide an educational environment for students who need more structure and individual services than a traditional school program offers. Students who have difficulties with attendance, behavior, and/or academic performance may be considered a candidate for placement at the Floyd County Transitional Academy. Certain disciplinary offenses will result in an automatic assignment to the FCTA.

The programs at the FCTA are designed to provide small class size, individual educational plans, and comprehensive services that may involve other social agencies. The curriculum is similar to that in regular school programs and successful completion of the assignments will result in passing grades and Carnegie unit credit towards graduation for high school students. Students attending the FCTA must successfully complete the required criteria before being eligible to return to their home school. Credits earned there are accepted at post-secondary institutions and are recognized as fulfilling the requirements for an accredited program in Georgia.

The school principal, a system level tribunal, or Superintendent may assign students to the FCTA. All assignments follow the guidelines of Floyd County Schools and the "Due Process Rights of Students" as defined by law and outlined in this document. Students attending the FCTA are not permitted on their regular school campus and may not participate in regular school activities as long as they are assigned to the FCTA. Any FCTA student needing to be on their home school campus must contact the school principal in advance for permission.

IN SCHOOL SUSPENSION PROGRAM

The Board of Education believes that disruptive students should be reassigned to isolate individually in school suspension programs rather than be suspended or expelled from school. This program shall be designed to address those factors contributing to the disruptive behavior of students.

THE PURPOSES OF THE PROGRAM ARE TO

- ❖ Isolate the disruptive students during the school day from the regular classrooms and activities of the school;
- ❖ Continue the student's progress with classroom assignments; and
- ❖ Provide individually oriented instruction in essential skills and knowledge areas for which low achievement levels may be contributing to the student's adjustment problems.

The Superintendent of Schools shall develop regulations, standards, and eligibility criteria necessary to guide the effective operation of the in-school suspension program. The Superintendent shall provide the Georgia Department of Education the necessary documents to receive state funding to operate the in-school suspension program.

EXPULSION

"Expulsion" means expulsion of a student from a public school beyond the current school quarter or semester.

The Superintendent is empowered to permanently exclude a student from school within the Floyd County School System. Such exclusion shall only be for drastic action causing serious disruption in the normal operation of the educational program. Due process rights of students shall be guaranteed prior to any action directed toward the exclusion of a student from the Floyd County School System. Such expulsion may be recommended by a duly established Disciplinary Tribunal acting in accord with board policy.

Students who commit any act of violence resulting in substantial injury to a teacher must participate in a mandatory disciplinary tribunal hearing. If found guilty by a hearing tribunal, the student must be referred to juvenile court with a petition alleging delinquent behavior. For elementary school students, the hearing tribunal may recommend to the Superintendent short-term suspension up to expulsion for a specified time, which may include permanent expulsion. For middle and high school students, the hearing tribunal must recommend to the Superintendent permanent expulsion. Upon recommendation, the student may be permitted to attend an alternative school during the period of expulsion. Upon recommendation of the Tribunal, the Superintendent may readmit a middle school student to the regular education program for grades 9-12.

If the offense occurred on a school bus, the parent/guardian must meet with a school administrator to form a bus behavior contract.

STUDENT SEARCHES

School officials may conduct searches at the discretion of the administration whenever circumstances indicate a need for such action. These searches may include clothing, book bags, purses, lockers, automobiles, or any other property on school grounds. Searches may be conducted at any time before, during, or after school hours, or at any school-sponsored activity. Handheld metal detectors may be used to search students or student's property. Dogs may be used to search automobiles, lockers, and personal book bags.

**STUDENT REPORTING OF ACTS OF SEXUAL ABUSE
OR SEXUAL MISCONDUCT**

20-2-751.7.

(a) The Professional Standards Commission has established a state mandated process for students to follow in reporting instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student which shall not prohibit the ability of a student to report the incident to law enforcement authorities.

The School System procedures include the following:

- ❖ Any student (or parent or friend of a student) who has been the victim of an act of sexual abuse or sexual misconduct by a teacher, administrator or other school system employee is urged to make an oral report of the act to any teacher, counselor, or administrator at his/her school.
- ❖ Any teacher, counselor or administrator receiving a report of sexual abuse or sexual misconduct of a student by a teacher, administrator or other employee shall make an oral report of the incident immediately by telephone or otherwise to the school principal or principal 'designee and shall submit a written report of the incident to the school principal or principal' designee within 24 hours. If the principal is the person accused of the sexual abuse or sexual misconduct, the oral and written reports should be made to the superintendent or the superintendent's designee.
- ❖ Any school principal or principal 'designee receiving a report of sexual abuse as defined in O.C.G.A. 19-7-5 shall make an oral report immediately, but in no case later than 24 hours from the time there is reasonable cause to believe a child has been abused. The report should be made by telephone and followed by a written report in writing, if requested, to a child welfare agency providing protective services, as designated by the Department of Human Resources, or, in the absence of such agency, to an appropriate police authority or district attorney.
- ❖ Reports of acts of sexual misconduct against a student by a teacher, administrator or other employee not covered by O.C.G.A.19-7-5 or 20-2-1184 shall be investigated immediately by school or system personnel. If the investigation of the allegation of sexual misconduct indicates a reasonable cause to believe that the report of sexual misconduct is valid, the school principal or principal 's designee shall make an immediate written report to the superintendent and the Professional Standards Commission Ethics Division.

HARASSMENT AND BULLYING

Harassment is unwanted conduct toward another person for any reason. Harassment is illegal and school officials may report these violations to law enforcement officials. Be aware that the laws involving harassment allow the victim to file legal charges. In addition, it is also illegal for students who have been reported for harassment, to retaliate as a result of the report. If you or anyone you know is experiencing any form of harassment, report it to a teacher, counselor, or an administrator immediately, and discuss your concerns with your parents as soon as possible.

HARASSMENT / POLICY JCAC

It is the policy of this School District to prohibit any act of harassment of students by other students or employees based upon race, color, national origin, sex, or disability at all times and during all occasions while at school, in the workplace or at any school event or activity. Any such act by a student or employee shall result in prompt and appropriate discipline,

including the possible termination of employment or suspension or expulsion of the student.

Sexual harassment may include conduct or speech which entails unwelcome sexual advances, requests for sexual favors, taunts, threats, comments of a vulgar or demeaning nature, demands or physical contact which creates a hostile environment. There may be other speech or conduct which employees or students experience as inappropriate or illegal harassment which should also be reported; harassment can take many forms and it is not possible to itemize every aspect of the harassment forbidden by this policy.

Any student, parent, employee, or other individual who believes that a student has been subjected to harassment or discrimination by other students or employees of the School District as prohibited by this policy should promptly report the same to the principal of their school or to the appropriate coordinator designated in policy JAA, who will implement the board's discriminatory complaints procedures as specified in that policy. Students may also report harassment or discrimination to their school counselor or any administrator. Students and employees will not be subjected to retaliation for reporting such harassment or discrimination. If at any point in the investigation of reported sexual harassment of a student, the coordinator or designee determines that the reported harassment should more properly be termed abuse, the reported incident or situation shall be referred pursuant to the established protocol for child abuse investigation.

It is the duty of all employees to promptly report harassment forbidden by this policy. All supervisors will instruct their subordinates as to the content of this policy and, through appropriate professional learning activities, enlighten employees as to the varied forms or expression of prohibited harassment. The principals of all schools shall ensure that students and parents are informed through student handbooks and verbally that such harassment is strictly forbidden, how it is to be reported and the consequences for violating this policy.

This policy supersedes and replaces former JCEB and JCEB-R in the entirety. To the extent there is any FCBOE policy or procedure which is inconsistent herewith, the terms of this policy shall control.

BULLYING

The Floyd County School System believes that all students can learn best in a safe school environment. Behavior that infringes on the safety of students will not be tolerated. Bullying, as defined by Georgia law, of a student by another student is strictly prohibited. Such prohibition shall be included in the Student Code of Conduct for all schools within the school system.

Bullying Is Defined As

An act that is:

- ❖ Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;
- ❖ Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or
- ❖ Any intentional written, verbal, or physical act which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:

- A. Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1;
- B. Has the effect of substantially interfering with a student's education;
- C. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- D. Has the effect of substantially disrupting the orderly operation of the school.

The term applies to acts which occur on school property, in school vehicles, at designated school bus stops, or at school related functions or activities or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system. The term also applies to acts of cyberbullying which occur through the use of electronic communication, whether or not electronic act originated on school property or with school equipment, if the electronic communication;

- ❖ Is directed specifically at students or school personnel;
- ❖ Is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school; and
- ❖ Creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose. Electronic communication includes, but is not limited to, any transfer of signs, signals, writings, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system.

REPORTING REQUIREMENTS FOR BULLYING

Any student, parent, guardian, or other person who has control or charge of a student, either anonymously or in the person's name, are encouraged to report or otherwise provide information on bullying activity to the principal or designee.

Any teacher or other school employee who, in the exercise of his or her personal judgment and discretion, believes he or she has reliable information that would lead a reasonable person to suspect that someone is a target of bullying should immediately report it to the school principal.

Any report of bullying will be appropriately investigated by the administration in a timely manner based on the nature of the complaint to determine:

- ❖ Whether bullying has occurred;
- ❖ Whether there are other procedures related to illegal harassment or discrimination that should be implemented and;
- ❖ What other steps should be taken.

DISCIPLINE

Acts of bullying shall be punished by a range of consequences through the progressive discipline process, as stated in the Code of Conduct. However, upon a finding by the disciplinary hearing officer, panel, or tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school. Nothing herein shall prohibit the tribunal panel from assigning the student to an alternative school before a third offense of bullying should the circumstances warrant.

NOTIFICATION OF BULLYING OFFENSE

Upon a finding by a school administrator that a student has committed an act of bullying or is a victim of bullying, the administrator or designee shall notify the parent, guardian, or other person having control or charge of the student of such incident by telephone call or through written notice, which may be done electronically.

RETALIATION FOR REPORTING INCIDENTS OF "BULLYING" IS PROHIBITED

Pursuant to O.C.G.A. § 20-2-751.4, retaliation against any person who reports, is thought to have reported, files a complaint or otherwise participates in an investigation or inquiry regarding an incident of bullying is prohibited. Any report of retaliation for reporting bullying will also be investigated and addressed as called for in this policy and in accordance with school procedures.

GENERAL NOTIFICATION OF BULLYING PROHIBITION

Students and parents will be notified of the prohibition against bullying and the penalties for violating the prohibition by posting such information at each school in the Floyd County School System and by way of inclusion of such information in the Student Code of Conduct.

IMMUNITY AND FALSE REPORTING

Any person who in good faith reports an incident of bullying shall be immune from civil liability for any damages caused by such reporting. However, any student who knowingly files a false report of bullying, harassment, or intimidation may be subject to punishment under the Student Code of Conduct.

In determining when and how to implement this policy and any procedures related to it, educators exercise their professional judgment and discretion. There, this policy is not to be construed as imposing any ministerial duties on individual employees. Further, this policy is not intended to interfere with the duties of law enforcement.

WEAPONS (JCDAE)

It is the policy of the Floyd County Board of Education that a student shall not possess, use, handle or transmit any object that reasonably can be considered a weapon on property or in a building owned or leased by a school district, at a school function, or on a bus or other transportation provided by the school district. Weapons may include, but are not limited to:

- 1) Any handgun, firearm, rifle, shotgun, or similar weapon; any explosive compound or incendiary device; or any other dangerous weapon as defined in O.C.G.A. § 16-11-121, including a rocket launcher, bazooka, recoilless rifle, mortar, or hand grenade.
- 2) Any hazardous object, including any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or

fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any instrument of like kind, any nonlethal air gun, and any stun gun or taser. Such term shall not include any of these instruments used for classroom work authorized by the teacher

Students who possess any weapon described in paragraph 1 in violation of this policy will be subject to a minimum of a one (1) calendar year expulsion. The Superintendent shall have the authority either before or after the student is referred for a tribunal hearing to reduce the mandated one (1) year expulsion under circumstances where the one (1) year expulsion appears excessive to the superintendent. The tribunal shall also have the authority to modify such expulsion requirement on a case-by-case basis in determining the appropriate punishment.

Students who possess other weapons or hazardous objects as described in paragraph two (2) will be subject to discipline as specified in the student code of conduct.

REPORTING REQUIREMENTS (WEAPONS)

Any employee who has reasonable cause to believe that a student possesses a weapon as defined in paragraph one (1), is involved in an assault using a weapon as defined in paragraph two (2) or is involved in a second offense with a weapon on campus must report such violations to the principal or assistant principal of the school. If the principal has reasonable cause to believe that such report is valid, he/she must immediately make an oral report to the Superintendent and to the appropriate law enforcement authority and district attorney.

The student's parents or guardian will be notified immediately of his/her child's involvement in any activity involving weapons.

Students will be given a copy of the Code of Conduct, which includes a statement of prohibited conduct with regard to weapons and possible disciplinary actions.

BOMB THREATS

It is a felony (see O.C.G.A. 16-10-28) punishable by imprisonment for one (1) to five (5) years to transmit a false alarm to the effect that a bomb or other explosive is concealed in such a place that its explosion would endanger human life. The Board shall actively seek to prosecute persons guilty of such an offense.

TOBACCO AND VAPING USE

The Floyd County Schools Board of Education recognizes that the use of tobacco and vaping products is a health, safety, and environmental hazard for students, employees, visitors, and school facilities.

In accordance with the "Georgia Smoke Free Air Act of 2005", tobacco and vaping use shall be prohibited at any time in any school building or property owned or leased by the Floyd County Schools Board of Education; or at any time in any system-owned vehicle, including any school buses, or at any school sponsored activity on campus or off campus.

No student, staff member, school visitor, or volunteer is permitted to possess or use any tobacco or vaping product at any time, including non-school hours 24 hours per day, seven (7) days per week:

- ❖ In any building, facility, or vehicle owned, leased, rented, or chartered by the Floyd County Schools;
- ❖ On any school grounds and property - including athletic fields and parking lots, owned, leased, rented, or chartered by the Floyd County Schools; or
- ❖ At any school sponsored or school related event on campus or off campus.

Students who violate this policy may be subject to disciplinary action in accordance with the student code of conduct, the student/parent handbook and/or Policy JCDA.

Consequences for employees who violate the tobacco/vaping use policy will be in accordance with personnel policies and may include verbal warning, written reprimand, or termination. Visitors using tobacco products will be asked to refrain while on school property or leave the premises.

STUDENT DRUG USE

No student shall possess, use, transmit or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance, or any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor, or possess, use, or transmit drug paraphernalia or counterfeit drugs, or possess, use, transmit or be under the influence of any other chemicals or products with the intention of bringing about a state of exhilaration or euphoria or of otherwise altering the student's mood or behavior. Such use, possession or transmitting of illegal drugs or alcohol is wrong and a violation of federal, state, and local laws as well as a violation of Floyd County Board of Education Policy.

This policy shall apply to all students before, during, and after school hours at school, in any school building and on any school premises; on any school owned vehicle or in any other school approved vehicle used to transport students to and from school or school activities; off school property at any school sponsored or school approved activity, event or function; or during any period of time when students are subject to the authority of school personnel. Any student found to be in violation of this policy is subject to disciplinary sanctions as outlined in JCDA-R. These sanctions include notification of legal authorities and possible expulsion. This policy shall not apply to the proper possession and use of prescription medication or to the legal possession of any of the above-listed substances in connection with an approved school project.

Students who have personal problems with drug addiction will be provided information concerning available drug and alcohol counseling and rehabilitation programs. Students suspended from school for violation of the policy on illegal drugs and alcohol will be advised of options for re-entry into the school program of studies.

Students and parents are provided a copy of the student handbook at registration in the school system. This handbook contains detailed information on the required standards of conduct and consequences for any violations. Compliance with the behavior policy is mandatory.

SECRET SOCIETIES (GANGS)

The Floyd County Board of Education is dedicated to preventing the influence and activities of gangs in school.

This policy is designed to eliminate or prevent such influence and activities and should be interpreted in the broadest form permissible to effectuate these purposes.

DEFINITIONS

For the purposes of this policy, a “gang” is defined as any group or association of three or more persons, whether formal or informal, which encourages, solicits, promotes, urges, counsels, furthers, advocates, condones, assists, causes, advises, procures, or abets any illegal or disruptive activity or behavior of any kind, whether on or off school campuses or school property.

PROHIBITED ACTIVITY

No student shall:

- ❖ Display or wear gang articles, paraphernalia, or clothing.
- ❖ Display or wear clothing relating to race or color, or logos relating to any sadistic cult, or bearing obscenities, libelous, or slanderous.
- ❖ Threaten to commit, or actually commit, any crime of violence or to burn or damage property with the purpose of terrorizing another or of causing the evacuation of a building, place of assembly, school bus, or other school facility or otherwise causing disruption to the orderly operation of any activity on any school campus or school property, or in reckless disregard of the risk of cause such terror or disruption.
- ❖ Shoot at or throw an object at a school bus or other school owned or operated vehicle which is being operated or which is occupied by passengers.
- ❖ Recruit or solicit membership in any gang or gang related organization.
- ❖ Write or practice writing gang names, symbols, or any other gang graffiti on any school property or school related materials such as folders, notebooks, or paper.
- ❖ Hold oneself out as a member of a gang.

PARTIES TO THE OFFENSE

Any student who urges, encourages, counsels, furthers, promotes, assists, causes, advises, procures, or abets any other students to violate any section or paragraph of this policy shall be deemed to have violated that section or paragraph.

BEHAVIOR NOT COVERED

The appropriate school officials reserve the right to punish any other gang-related behavior which is subversive to good order and discipline in the schools, even though such behavior is not specified in the preceding written rules.

RECOMMENDED DISPOSITIONS

Assignments of any of the following punishments at the discretion of the administrator includes but are not limited to:

- ❖ Administrative conference and/or parent contact;
- ❖ Administrative detention;
- ❖ Suspension out of school pending a parent conference;
- ❖ In School Suspension;
- ❖ Out of School Suspension ten (10) days or less;

- ❖ Out of School Suspension pending a Tribunal Hearing; or
- ❖ Referral to law enforcement agencies.

Student with active Individual Education Plans (IEP's) will not lose their due process rights under this policy.

PROFANITY AND OBSCENITY

Proper use of language is a sign of respect and maturity. The use of improper or profane language or gestures at school or at any school-sponsored activity is not allowed. Students will be disciplined for violating this policy.

TRANSFER STUDENTS

Most public-school systems honor the disciplinary recommendation of an alternative school assignment, long-term out-of-school suspension, and/or expulsion assigned by another school system. Any student under disciplinary action may not participate, in any way, in a regular education program until the disciplinary assignment is completed.

DISCIPLINARY RECORDS

In addition to the files maintained in local schools, the following system-wide records are required regarding Student Discipline Procedures and Actions:

Disciplinary Record: To be completed for each disciplinary action which involves:

- ❖ Expulsion;
- ❖ Suspension;
- ❖ Transitional Academy assignment;
- ❖ Detention assignments;
- ❖ Other (such as warrants, arrests, referral to juvenile authorities).

Record of Tribunal: A written or recorded account of a tribunal, findings, and disposition of the case. Copies of the findings shall be sent to the student, the parent/guardian, and to the following:

- ❖ Superintendent or designee

Discipline File: Local school - hard copies should be retained in student discipline files and in the student's computer record (or electronic file).

BEHAVIOR PLAN

Parents shall be invited to a conference to devise a behavioral plan before students who are suspended or expelled return to school. Failure of the parent to attend such conference does not preclude the student from being readmitted; however, school officials shall meet with the student to devise a behavior plan.

General Guidelines:

- ❖ The student's rights must not be violated.
- ❖ Suspensions shall be based on Floyd County Board of Education policies and regulations.
- ❖ A copy of the suspension letter for the third and subsequent suspensions shall be sent to the Superintendent or designee.
- ❖ Reasonable effort shall be made to contact the parent/guardian (in conference or by phone) with the details of the suspension prior to initiating the discipline. A letter shall follow the initial contact.

- ❖ Suspensions of more than ten (10) days shall be imposed by a Disciplinary Tribunal.
- ❖ In cases where the safety of students or staff is a risk, students may be removed from the campus immediately. Due process rights shall be given as soon as possible.
- ❖ Alternative education may be used when appropriate.

TRIBUNAL PROCEDURE

The following procedural guidelines shall govern the Disciplinary Tribunal:

- ❖ Written notice of charges against student shall be supplied to the student and the parent/guardian.
- ❖ Students under the age of 18 may not attend a tribunal without a parent/guardian, or other appropriate adult representative.
- ❖ The student, parent/guardian may be represented by legal counsel; provided the Director of Student Services is timely notified that the student will be represented by counsel.
- ❖ The student shall be given an opportunity to give his/her version of the facts and their implications. The student shall be allowed to offer testimony of other witnesses and/or other evidence.
- ❖ The student shall be allowed to observe all evidence offered and the student shall be allowed to question any witness.
- ❖ The tribunal shall be conducted by impartial members who shall make a determination solely upon the evidence presented at the tribunal.
- ❖ The tribunal shall state within a reasonable time after the tribunal the findings as to whether or not the student charged is guilty of the conduct charged and the decision, if any, as to disciplinary action.
- ❖ The findings of the tribunal shall be reduced to writing and sent to the student and the parent/guardian.

The Floyd County School District, as a Georgia charter school system, is not subject to the provisions of O.C.G.A. §20-2-750 through O.C.G.A. §20-2-758, which establish procedures for school disciplinary tribunals and appeals. However, without waiving this exemption from such provisions, the student and the parent or guardian may appeal the decision of the tribunal in writing to the Superintendent by no later than ten (10) days after the tribunal's decision. The written appeal must state the specific reason for the review, distinctly set forth the question in dispute, provide a concise statement of the reasons why the decision is being appealed, and must be timely delivered to the Superintendent. The Superintendent shall review the appeal and send a written decision to the student's parent or guardian confirming, modifying, or reversing the Tribunal's decision, in whole or in part, within twenty (20) days of the Superintendent's receipt of the written appeal.

This policy supersedes and replaces former JCEB and JCEB-R in the entirety. To the extent there is any FCBOE policy or procedure which is inconsistent herewith, the terms of this policy shall control.

STUDENT DUE PROCESS RIGHTS

PROCEDURE

- ❖ The hallmark of the exercise of disciplinary authority will be fairness.
- ❖ Every effort shall be made by administrators and faculty members to resolve problems through effective utilization of school district resources in cooperation with the student and the parent/guardian.
- ❖ If a hearing is not waived by a student or if the hearing is required under this Code of Conduct or state law, the hearing will take place whether the student or parent/guardian chooses to participate.
- ❖ A student may be given an opportunity for a hearing if the student or the parent or guardian timely indicates the desire for one. It should be held to allow the student and the parent/guardian to contest the facts which may lead to disciplinary action, or to contest the appropriateness of the sanction imposed by a disciplinary action, or to allege prejudice or unfairness on the part of the school district official responsible for the discipline.
- ❖ The Superintendent or designee may request that the student and parent/guardian confer with school administration first, but if the student and parent/guardian decline the request, a tribunal shall be scheduled as soon as possible, this would be for any suspension for more than ten (10) days.
- ❖ For students in grades 6-12, Disciplinary Tribunal hearings shall be conducted by a Tribunal Panel and a Disciplinary Hearing Officer. For students in grades Pre-K-6, Disciplinary Hearings may be conducted by a Tribunal Panel or a Disciplinary Hearing Officer, depending on the infraction and determination of the Superintendent or designee.

The following procedural guidelines shall govern the Disciplinary Tribunal:

- ❖ Written notice of charges against student shall be supplied to the student and the parent/guardian.
- ❖ The parent/guardian or other appropriate designated adult representative shall have the opportunity to be present at the tribunal.
- ❖ The student, parent/guardian may be represented by legal counsel.
- ❖ The student shall be given an opportunity to give his/her version of the facts and their implications. The student shall have the opportunity to offer testimony of other witnesses and/or other evidence, and the witnesses and/or other evidence, and the student shall be permitted to cross-examine any evidence or witness presented by the school.
- ❖ The student shall have the opportunity to review all evidence, and the student shall be allowed to question any witness.
- ❖ The tribunal shall be conducted by an impartial hearing authority that shall decide solely upon the evidence presented at the tribunal.
- ❖ A verbatim record shall be kept of the tribunal.
- ❖ The hearing officer or panel shall state in writing within three (3) business days after the conclusion of the tribunal hearing findings as to whether the student charged violated the particular behavior code or offense and the decision, if any, as to disciplinary action.
- ❖ The findings of the hearing officer shall be reduced to writing and sent to the student and the parent/guardian.

- ❖ The student and the parent/guardian shall be made aware of their right to appeal the decision of the Disciplinary Tribunal.
- ❖ The appeal shall be made in accordance with Policy JCEB.

In addition to the mandatory hearings discussed for certain offenses, a recommendation of long term out of school suspension, expulsion for more than ten (10) days or permanent expulsion requires a formal hearing with a Disciplinary Tribunal. Due process rights are part of the referral process and include the following:

- ❖ Written notice of the charges in a timely manner.
- ❖ Written notice of the witnesses and evidence to be presented.
- ❖ An opportunity for the student to:
 - A. Review evidence;
 - B. Present a defense; and
 - C. Question witnesses
- ❖ Specific recommendations for discipline.
- ❖ Procedures for re-admission to school programs.

**EQUAL EDUCATIONAL OPPORTUNITIES
POLICY JAA (10/19/2020)**

The School District does not discriminate on the basis of race, color or national origin, sex or disability in any student program or activity. It is the policy of the Board of Education to comply fully with the requirements of Title VI, Title IX, Section 504 of the Rehabilitation Act of 1973, the Americans With Disabilities Act and all accompanying regulations.

Any student, applicant for admission, parent or guardian or other person who believes he or she or any student has been discriminated against or harassed in violation of this policy must make a complaint in accordance with the procedures outlined below.

COMPLAINTS PROCEDURE

Complaints made to the School District regarding alleged discrimination or harassment on the basis of race, color, or national origin in violation of Title VI, on the basis of sex (except as stated below) in violation of Title IX, or on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act will be processed in accordance with the following procedure:

- 1) a) Any student, applicant for admission, employee, parent or guardian or other person with a complaint or report alleging a violation of Title VI, Section 504, the ADA, or Title IX, excluding sexual harassment as described in 1b shall promptly notify, in writing or orally, either the principal for his/her school or the appropriate coordinator designated from time to time by the Board of Education, the Superintendent or the principal. If the report or complaint is oral, either the coordinator or school principal to whom the report or complaint is made shall promptly prepare a memorandum or written statement of the complaint as made to him or her by the complainant and shall have the complainant read and sign the memorandum or statement if it accurately reflects the complaint made. If the complaint is made to a school principal, he or she shall be responsible for notifying the appropriate coordinator of the complaint. Reports or complaints

other than those described in 1b shall be handled in accordance with the procedures starting in 2.

(b) Any person with a complaint or report alleging sexual harassment as defined in Policy JACAC (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sexual harassment), may report, in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator on the District's website, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non- business hours) by using the telephone number or electronic mail address, or by mail to the office address, listed for the Title IX Coordinator. Such reports will be handled in accordance with the procedures and grievance process specified in Policy JACAC.

- 2) If the alleged offending individual is the coordinator or the principal, the complaint shall either be made by the complainant to the Superintendent or, if the complaint is initially made to the school principal, reported by the principal to the Superintendent. If the alleged offending individual is the Superintendent, the complaint shall be made to the designated coordinator, who shall, without further investigation, report the complaint to the Board chairperson.
- 3) The coordinator or his or her designee shall have fifteen school days to gather all information relevant to the report or complaint made, review the information, determine the facts relating to the complaint, review the action requested by the complainant, and attempt to resolve the complaint with the complainant and any other persons involved. The coordinator or designee shall prepare a written response to the complaint detailing any action to be taken in response to the complaint and the time frame in which such action will be taken and copies of this response shall be furnished to the complainant, the appropriate coordinator, and the principal or his or her designee.
- 4) If the complaint is not resolved at the conclusion of this fifteen (15) day period or if the complainant is not satisfied with the resolution of the complaint, the complainant shall have the right, within five school days of receiving a copy of the written response, to have the complaint referred to the Superintendent of Schools. If the alleged offending individual is the Superintendent, the complainant may have the complaint referred to the Board of Education, rather than the Superintendent.
- 5) The Superintendent shall have fifteen (15) school days to review the complaint and the response of the coordinator or designee and attempt to resolve the complaint. The Superintendent shall furnish to the complainant a written response setting forth either his or her approval of the action recommended by the coordinator or designee or the action to be taken by the School District in response to the complaint in lieu of that recommended by the coordinator or designee and the time frame in which such action shall be taken.
- 6) This policy is not intended to deprive any student or parent of any right they may have to file a complaint under any other applicable policy of the local board or to contact the Office of Civil Rights or other appropriate state or federal agency with regard to any

allegations that the School District has violated the statutes described above.

- 7) The School District shall be responsible for distributing and disseminating information relevant to this policy and procedure to students, parents, and employees through appropriate procedures.
- 8) No reprisal shall occur as a result of reporting unlawful discrimination or harassment under this policy, and any attempt to retaliate against a complainant shall be disciplined as is appropriate.
- 9) The confidentiality of any individual making a complaint or report in accordance with this policy, to the extent it is reasonably possible and complies with the law, shall be protected, although the discovery of the truth and the elimination of unlawful harassment shall be the overriding consideration.

PROMOTION / PLACEMENT / RETENTION OF STUDENTS

I. DEFINITIONS

- ❖ **Accelerated Instruction** - challenging instructional activities intensely focused on student academic deficiencies in reading and/or mathematics; instruction designed to enable a student who has not achieved grade level to meet grade-level standards in the shortest possible time
- ❖ **Additional Instruction** - academic instruction beyond regularly scheduled academic classes designed to bring students not performing on grade level to grade level performance; may include more instructional time being allocated during the school day, instruction before and after the school day, Saturday instruction, and/or summer instruction.
- ❖ **Differentiated Instruction** - instructional strategies designed to meet individual student learning needs.
- ❖ **Placement** - assignment of a student to a specific grade level based on the determination that such placement will most likely provide the student with instruction and other services needed to succeed and progress to the next higher level of academic achievement.
- ❖ **Placement Committee** - committee established by local school principal or designee to make placement decisions concerning a student who does not meet expectations on the state-mandated test; committee comprised of principal or designee, student's parent/guardian, and teacher(s) in the content area(s) in which the student did not achieve grade level on the state-mandated test.
- ❖ **Promotion** - assignment of a student to a higher grade level based on the student's achievement of established criteria in the current grade.
- ❖ **Retention** - the re-assignment of a student to the current grade level during the next school year.

PROMOTION STANDARDS AND CRITERIA

All teachers will use data from state-mandated tests and/or other relevant data in order to focus instruction on each student's identified academic need(s). Any student who is at risk of not meeting promotion standards will be referred to the Response to Intervention (RTI) process.

RETENTION AND PLACEMENT

A teacher shall have the authority to recommend retention of a student in a given grade. Generally, a student may not be retained more than once, and no student shall remain in kindergarten more than two (2) years.

A student who does not meet promotion requirements shall be retained in the current grade or placed in the next grade. A parent, guardian, or teacher may appeal the decision to a placement committee.

High school students are promoted to the next grade level based on the number of units they have earned toward graduation. Specific information regarding promotion and grade level placement shall be included in the student handbook.

EVALUATION OF PUPIL PROGRESS

All students shall receive periodic evaluation of their achievement by staff members to whom they are assigned for instruction and supervision on uniform reporting forms approved for School District use. The Superintendent, Chief Academic Officer, working with principals and other staff professionals, shall recommend forms and procedures to be used at each level. Continuous effort shall be devoted to assuring that parents understand the meaning of all scales used to evaluate student performance and achievement. Staff members shall arrange for private conferences with parents for the interpretation of such information where it may be deemed appropriate or necessary.

The following grading scale shall be used in determining grades for students in Grades 5 - 12:

A =	90-100	E =	Excellent
B =	80-89	S =	Satisfactory
C =	71-79	N =	Needs Improvement
D =	70	U =	Unsatisfactory, below 70
F =	Below 70	I =	Improving

PASS / FAIL

Progress reports are used to communicate information about the child's academic work and behavior. Progress reports are sent home at the midpoint of the 9-week grading period. Parents will also be informed if a student is in danger of failure or is not working up to his/her potential. Parents may also view their child's grades via the parent portal.

STATE STANDARDIZED TESTING PROGRAMS

All 3rd to 8th graders will take the Georgia Milestones End of Grade Assessment in English, Language Arts, and Mathematics.

Additionally, all 5th and 8th graders will take the Georgia Milestones End of Grade Assessment in Science and Social Studies.

All 9th to 12th graders will take the Georgia Milestones End of Course Assessment for the following courses:

LANGUAGE ARTS

Ninth Grade Literature and Composition
American Literature and Composition

MATHEMATICS

Algebra
Geometry

SCIENCE

Physical Science
Biology
SOCIAL STUDIES
United States History
Economics / Business / Free Enterprise

VALEDICTORIAN / SALUTATORIAN

The following Valedictorian and Salutatorian guidelines will be effective for all students as of July 1, 2019. The updated guidelines are following House Bill 114.

DEFINITION AND REQUIREMENTS

The Valedictorian and the Salutatorian will be selected from those students receiving a high school diploma with the successful completion of a minimum of four (4) Advanced Placement courses (AP) and/or Dual Enrollment (DE) courses.

VALEDICTORIAN WILL BE DETERMINED BY

- ❖ The student with the highest class ranking as determined by the highest-Grade Point Average (GPA) on a 4-point scale in the core courses (English, math, science, social studies, foreign language, and ALL Advanced Placement and/or Dual Enrollment courses). If a tie exists,
- ❖ Number of Advanced Placement and/or Dual Enrollment courses taken in grades 9-first semester of senior year.
- ❖ Highest core numerical average (including all Advanced Placement courses and all Dual Enrollment courses)

THE SAME CRITERIA WILL BE USED IN THE SELECTION OF THE SALUTATORIAN

Transfer credit used for calculation of highest numerical Grade Point Average on a 4-point scale in core courses for determination of class ranking for Valedictorian and/or Salutatorian shall be accepted only from high schools accredited by an accrediting agency that is approved by the Georgia State Board of Education and the Floyd County Board of Education. All grades will be calculated based on the Floyd County School District's grading scale.

MINIMUM REQUIREMENTS

- ❖ Highest Grade Point Average on a 4-Point scale in core courses (English, Math, Science, Social studies, Foreign Language and ALL Advanced Placement and/or Dual Enrollment courses);
- ❖ Successful completion of a minimum of four (4) Advanced Placement courses and/or Dual Enrollment courses;
- ❖ Enrolled in the same Floyd County High school a minimum of entire junior year and entire senior year at the school of graduation;
- ❖ Successful completion of any required local, state, and national assessments.

CLASS RANKING

The class rankings shall be as follows:

- ❖ Valedictorian
- ❖ Salutatorian

- ❖ High Honor Graduate (GPA of 3.8-4.00 in core courses and Advanced Placement and/or Dual Enrollment courses)
- ❖ Honor Graduate (GPA of 3.5-3.79 in core courses and Advanced Placement and/or Dual Enrollment courses)
- ❖ Graduate

The ranking shall be based upon the highest-Grade Point Average in the core courses and advanced placement courses and/or dual enrollment Courses at the end of the first semester of the graduating year.

FINANCIAL AID

Financial aid is available for different post-secondary programs. Students should check with the institution that they are interested in to find out specific information about financial aid. The formula for determining eligibility for financial aid is complex and is based on income and expenses. Interested students are encouraged to inquire about financial assistance regardless of family income. Most types of financial aid require the Free Application for Federal Student Aid (FAFSA). A current FAFSA can be obtained from your school counselor.

Types of financial aid include:

LOANS

A loan for post-secondary studies is money that you borrow and must repay to the lender with interest. There are several types of these loans, and the terms vary. Your lending institution will have more information on this option.

GRANTS

Grants are awarded as financial aid that does not have to be repaid. To apply for grant money, the FAFSA must be completed.

SCHOLARSHIPS

There are many scholarships available to college students. Scholarships limited to Floyd County students or having other specific requirements may also be available.

WORK STUDY ASSISTANCE

The Work Study program provides jobs for students who show financial need and who must earn part of their educational expenses. This is a federal program handled by the post-secondary institution. A FAFSA is required.

HOPE SCHOLARSHIP / HOPE GRANT

There have been several changes to the HOPE Scholarship / HOPE Grant. Please see your counselor for further information.

SCHEDULES / CREDIT

Our high schools operate on a seven-period schedule, with a minimum of 50 minutes of instruction each period. Period day courses meet daily throughout the year. Students will earn one (1) unit of credit for each course passed. One (1) unit of credit will be awarded for a minimum of 150 clock hours of instruction.

The Floyd County College and Career Academy (CCA) operates on a modified block schedule, offering both pathway and core academic courses, with students attending daily. The schedule provides for approximately 90 minutes of instruction in each block, and students alternate between their core academic and pathway classes every other day. Students will earn one (1) unit of credit for each course

passed. One (1) unit of credit for CCA courses will be awarded for a minimum of 135 hours of instruction.

HOMEROOM LEVELS

Homeroom levels are based on the number of credits a student has earned. The following guidelines apply:

Freshmen	0-5 Credits
Sophomores	6 Credits
Junior	12 Credits
Senior	17 Credits

If they earn enough credits to be considered in the next grade, they may register for courses taught for that grade, but they must remain with their assigned homeroom until the next school year.

TESTING INFORMATION

AMERICAN COLLEGE TEST (ACT)

The ACT is similar to the SAT but uses a different format. It gives test reports in English, Mathematics, Science and Social Studies. All Georgia Regents Colleges and Universities accept the ACT, and many colleges outside of Georgia require it.

ADVANCED PLACEMENT (AP) TESTS

The Advanced Placement tests measure achievement in college level courses taught in high school AP courses. Students scoring high enough may be given college credit when they enter college. Many colleges and universities in the United States accept AP credit. Any student may take the AP exams, although we recommend students take the AP course before attempting the exam.

GEORGIA MILESTONE END OF COURSE ASSESSMENT

All 9th to 12th graders will take the Georgia Milestone End of Course Assessment for the following courses:

LANGUAGE ARTS

- Ninth Grade Literature and Composition
- American Literature and Composition

MATHEMATICS

- Algebra
- Geometry

SCIENCE

- Physical Science
- Biology

SOCIAL STUDIES

- United States History
- Economics / Business / Free Enterprise

PRELIMINARY SCHOLASTIC APTITUDE TEST (PSAT)

The PSAT is an excellent opportunity for students to understand and practice the requirements of the SAT, which is a critical reasoning exam used as a criteria in college admissions.

SCHOLASTIC APTITUDE TEST (SAT)

The SAT is a standardized test designed to measure basic critical reading, math and writing skills. Most colleges and universities request ACT or SAT score results from applicants. The three (3) major sections will be graded on a scale of 200-800. The final score will be the sum of all sections, a number between 600 and 2400.

LEARN ABOUT THE TEST YOU WILL TAKE

All testing programs provided detailed information about their tests, including dates and location of testing sites. You can also get information about the purpose, academic preparation suggested and scoring format. Test publishers provide sample tests and information on preparing for their exams. Students should take practice tests several weeks before the actual test date.

PREPARE FOR THE TEST

Consistent long-term preparation is of much greater value than last minute cramming. The best preparation for examinations is coursework related to the test and systematic reviews. Students are encouraged to enroll in review courses or workshops that might be offered by the school or nearby colleges. Students should find out how the test is scored, know whether it is advantageous to guess or whether guessing is penalized in scoring.

START THE TEST DAY RIGHT

It is essential that students get a good night's sleep and eat a nutritious breakfast. Studies have shown that a meal containing protein will provide a steady level of nutritional support during testing.

Plan to arrive at the Testing site early enough to settle down and organize materials. Be sure to have proper identification, the admission ticket, a watch, two (2) pencils with erasers, and a calculator.

THE CAREER SELECTION PROCESS

A career choice means more than choosing an occupation. A career includes everything in your lifestyle and will probably determine what occupation you have, where you can buy a home, what kind of car you can afford, what choices of friends you have, the people with whom you work, the way you are able to enjoy leisure time, the kind of retirement you can anticipate and how much you like or dislike your occupation.

An occupation choice should be based on the following:

ABILITIES

What you can do physically, mentally, and emotionally?

INTERESTS

What you like to do and where you want to spend your time?

AVAILABILITY

Where the jobs are and what opportunities are available?

EDUCATION

What specific training is required?

OPPORTUNITIES

What you can expect in personal achievements and advancement.

Your school counselor can provide information that will help you explore these points in depth. Career choices should be examined carefully as they will impact the quality of your entire life. It may also be helpful to have your parents meet with you and your counselor to discuss this further. At some point in your high school career, you will be given tests that help you understand your interests and abilities and that direct your thinking toward realistic career choices. Take advantage of these opportunities.

WEBSITES FOR CAREER INFORMATION

Georgia Career Information

www.gacollege411.org

College Board
www.collegeboard.com
Financial Aid
www.zinch.com
www.fafsa.ed.gov
www.fastweb.com

HAVING PROBLEMS?

If you feel that you have unmet needs in school, we encourage you to ask for help. This could include subject area problems, learning style issues, athletic concerns, social skills, or other problems. Counselors, teachers, and administrators are available to answer any questions you may have and to assist you in attaining the best possible education. We ask you to take advantage of the many services offered by Floyd County Schools and make your high school career a success!

HIGH SCHOOL PROGRAMS OF STUDY

High School Graduation requirements for students enrolling in the ninth (9th) grade for the first (1st) time in the 2008/2009 school year and subsequent years.

Rule 160-4-2.48

PURPOSE

This rule (160-4-2.48) specifies programs of study that shall be offered in the Floyd County School system for students enrolling in the ninth (9th) grade for the first (1st) time in the 2008 / 2009 school year and for subsequent years.

DEFINITIONS

CORE COURSE

Courses identified as “c” or “r” in **Rule 160-4-2-.20**. List of State-Funded K-8 Subjects and 9-12 Courses.

ELECTIVE COURSES

Any courses identified as “e” in **Rule 160-4-2-.20**. List of State-Funded K-8 Subjects and 9-12 Courses that a student may select beyond the core requirements to fulfill the unit requirements for graduation.

CAREER, TECHNICAL AND AGRICULTURAL EDUCATION (CTAE) PATHWAYS

A sequence of three (3) or four (4) courses that concentrates in a strategic focus in an area of interest or expertise designed to prepare a student for post-secondary readiness. Students may elect to pursue one (1) or a combination of the following pathways.

- ❖ Career, Technical and Agricultural Education (CTAE) Pathways
- ❖ Fine Arts Pathways
- ❖ World Literature Pathways
- ❖ Advanced Academic Pathways

PROGRAM OF STUDY

Selected courses as specified by the State Board of Education and/or the Floyd County Board of Education that, when successfully completed, will result in a specific seal of endorsement on the High School Diploma as identified in Georgia State Board of Education **Rule 160-4-2-.48** (High School Graduation Requirements for Students Enrolling in the Ninth (9th) Grade for the first (1st) time in the 2008/2009 school year and subsequent years).

REQUIRED COURSES

Specific courses identified as “r” in **Rule 160-4-2-.20** List of State-Funded K-8 Subjects and 9-12 Courses that each student in a program of study shall pass to graduate from high school.

HONORS SEAL REQUIREMENT

The student must complete the following to acquire the Honors Program seal for graduation:

***12 CARNEGIE UNITS** must be completed in a combination of Honors Program (HP) / Advanced Placement (AP) / degree level Dual Enrollment (DE) courses in grades nine through twelve (9-12).

***For students in high school during COVID 19:**

2020-2021: nine (9) Carnegie Units will be accepted to earn the Honors Seal. This applies to the class 2021, 2022, 2023, and 2024.

*Students must be enrolled in a minimum of one (1) HP/AP/degree level DE course each year in grades nine through twelve (9-12).

***This will be waived for High School Students during 2020-2021- includes class of 2021, 2022, 2023, 2024.**

* MIDDLE SCHOOL CLASSES

9th grade Literature, Algebra I and Physical Science will count as core credit. This will count towards 12 units for Honors Seal. This will count towards your high school GPA and will be on your official transcript. This grade will affect your class ranking, honors/awards, valedictorian, and salutatorian standing. Spanish, I counts for core credit but not honors.

*MODERN LANGUAGE / LATIN

Foreign Languages will count as HP credit in Year 3, Year 4 and/or AP. Year 1 and Year 2 of a Foreign Language do not count as HP credit.

*EXECUTIVE INTERNSHIP

Will count towards the twelve (12) units for Honors Seal.

*DUAL ENROLLMENT

Degree level courses will count towards the twelve (12) units for Honors Seal.

*AP CAPSTONE PROGRAM

AP CAPSTONE PROJECT

Students will complete an AP Capstone Project in two AP Classes - AP Seminar and AP Research. AP Capstone™ is a College Board program that equips students with the independent research, collaborative teamwork, and communication skills that are increasingly valued by colleges. It cultivates curious, independent, and collaborative scholars and prepares them to make logical, evidence-based decisions.

AP Capstone is comprised of two (2) AP courses

AP SEMINAR; AND AP RESEARCH.

***Class of 2020 and any Senior choosing to do Virtual Learning for 2020-2021 will be given a choice of Honors Senior Project or AP Capstone**

***Any exception to this requirement must be approved by superintendent or superintendent’s designee.**

SECONDARY SCHOOL CREDENTIAL

A document awarded to students at the completion of the high school experience.

❖ **HIGH SCHOOL DIPLOMA**

The document awarded to students certifying that they have satisfied attendance requirements, unit requirements, and the state assessment requirements as referenced in Rule 160-3-1.07 Testing Programs-Student Assessment.

❖ **HIGH SCHOOL CERTIFICATE**

The document awarded to pupils who do not complete all the criteria for a diploma.

❖ **PRESCRIBED COURSE OF STUDY**

The document awarded to students with disabilities assigned to a special education program who have not met the state assessment requirements referenced in Rule 160-3-1-.07 Testing Programs - Student Assessment or who have not completed all the requirements for a High School Diploma but have nevertheless completed their Individualized Education Programs (IEP).

GRADUATION REQUIREMENTS CHART

The Board of Education shall provide secondary school curriculum, instructional and support services that reflect the high school graduation and state assessment requirements and assist all students in developing their unique potential to function in society.

The Floyd County Board of Education shall require that:

- ❖ Students who enroll from another state meet the graduation requirements for the graduating class they enter, and the state assessment requirements as referenced in State Board of Education Rule 160-3-1.07 (Testing Programs-Student Assessment).
- ❖ Students who enroll in the ninth (9th) grade for the first (1st) time in the 2008/2009 school year and withdraw shall meet the graduation requirements specified in this rule and the assessment requirements specified in State Board of Education Rule 160-3-1-.07 (Testing Programs – Student Assessment).
- ❖ To graduate from Floyd County high schools, students must satisfactorily comply with the Floyd County Board of Education attendance policies, Georgia Board of Education attendance rules, and state attendance laws.
- ❖ It is expected that students will be enrolled in high school full-time unless the superintendent and high school principal or their designees grant approval for variance.
- ❖ To be eligible to participate in graduation ceremonies, students must have completed all state and local graduation and local, state, or national assessment requirements, as outlined in this policy. If a student in senior status meets all graduation requirements except passing state required tests, as specified in state and local policy, ***the student may be considered for participation in graduation exercise if the student satisfactorily completes Extended Learning Opportunities, as prescribed by the principal or designee as described in Floyd County Board of Education policy IHE (Promotion and Retention).***

UNITS OF CREDIT

All State Supported high schools shall make available to all students the required areas of study.

High school diploma: See the following chart.

AREAS OF STUDY	UNITS REQUIRED
(I) English / Language Arts *	4
(II) Mathematics *	4
(III) Science * <i>The 4th Science unit may be used to meet both the Science and elective requirement</i>	4
(IV) Social Studies *	3
(V) Health & Physical Education	1
(VI) Modern Language / Latin **	See below
(VII) Pathways CTAE Advanced Academics Fine Arts World Language	3 or 4
TOTAL STATE / LOCAL REQUIRED MINIMUM UNITS	23

***CORE COURSES**

** Students who are pursuing all seals are encouraged to study a foreign language.

Students planning to enter or transfer into a University System of Georgia Institution or other post-secondary institution must take two (2) units of the same foreign language.

AREAS OF STUDY

Courses that shall earn unit credit are listed in Rule 160-4-2-.03 List of State-funded K-8 Subjects and 9-12 Courses

ENGLISH LANGUAGE ARTS

Four (4) units of credit in English Language Arts shall be required of all students. One (1) unit of credit in American Literature / Composition and one (1) unit of credit in ninth (9th) grade Literature and Composition shall be required.

MATHEMATICS

Four (4) units of credit in Mathematics shall be required of all students from the state approved course sequence. Units needed to complete four (4) credits in Mathematics must be chosen from the list of GPS/CCGPS/AP/IB/Dual enrollment designated courses. Students with disabilities will receive guidance from their caseload manager about math requirements. Math rubric may be considered as part of the IEP.

SCIENCE

Four (4) units of credit in science shall be required of all students, including one (1) unit of Biology; one (1) unit of either Physics or Physical Science; one (1) unit of either Chemistry, Earth Systems, Environmental Science or an AP / IB course; and one (1) additional Science unit. The fourth (4th) Science unit may be used to meet both the Science and elective requirements.

SOCIAL STUDIES

Three (3) units of credit shall be required in Social Studies. One (1) unit of credit shall be required in United States History, one (1) unit of credit shall be required in World History, one-half (1/2) unit of credit shall be required in American Government / Civics. One-half (1/2) unit of credit in Economics shall be required.

CTAE / MODERN LANGUAGE / LATIN / FINE ARTS

The minimum number of credits required in these content areas depends on the program of study leading to one (1) of three (3) locally developed seals.

CTAE / TECHNICAL AND AGRICULTURAL EDUCATION (CTAE) PATHWAYS

Students may earn three (3) units of credit in a coherent sequence of CTAE courses through a self-selected pathway leading to college readiness and a career readiness certificate endorsed by related industries. State Board of Education Rule 160-4-2-.48.

MODERN LANGUAGE / LATIN

All students are encouraged to earn two (2) units of credit in the same Modern Language / Latin. Students planning to enter or transfer into a University System of Georgia institution or other post-secondary institution must take two (2) units of the same Modern Language / Latin. Georgia Department of Technical and Adult Education (DTAE) institutions (Technical College System of Georgia) do not require Modern Language / Latin for admissions.

- ❖ Students whose native language is not English may be considered to have met the foreign language expectation by exercising the credit in lieu of enrollment option if they are proficient in their native language. A formal examination is not necessary if other evidence of proficiency is available.
- ❖ American Sign Language may be taken to fulfill the modern language requirements.

FINE ARTS

Electives may be selected from courses in fine arts.

HEALTH AND PHYSICAL EDUCATION

One (1) unit of credit in Health and Physical Education is required. Students shall combine one-half (1/2) or one-third (1/3) units of credit of Health (17.011), Health and Personal Fitness (36.051), or Advanced Personal Fitness (36.061) to satisfy this requirement.

REQUIRED PROCEDURES FOR AWARDING UNITS OF CREDIT

- ❖ Except for specific waivers that have been approved by the Floyd County Board of Education, a unit of credit for graduation shall be awarded to students only for successful completion of state approved courses of study.
- ❖ Unit credit shall be awarded only for courses that include concepts and skills based on the Georgia Standards of Excellence (GSE) for grades 9-12 or those approved by the State Board of Education. Unit credit may be awarded for courses offered in the middle grades that meet 9-12 GSE requirements.
- ❖ The Individualized Education Program (IEP) shall specify whether core courses taken as part of an IEP shall receive core unit credit.
- ❖ No course credit may be awarded for courses in which instruction is based on the GSE for grades K-8.
- ❖ The Floyd County Board of Education may choose to grant credit for learning that has occurred outside the 9-12 classrooms consistent with Floyd County Board of Education Administrative Rule IHF.
- ❖ Completion of diploma requirements does not necessarily qualify students for the HOPE Scholarship Program.
- ❖ Students who wish to enroll jointly at a post-secondary institution must follow all regulations set forth by the Floyd County Board of Education (See IDCH and IDCH-R).

TRANSFER CREDIT

The Board of Education shall accept student course credit earned in an accredited school. These schools shall have been accredited at the time the credit was earned. An accredited school is a standard Georgia public school as defined in State Board of Education Rule 160-5-1-.15 (Acceptable of transfer Credit and/or Grades) or an elementary, middle, or secondary school accredited by or holding provisional status from the Georgia Accrediting Commission. The Georgia Association of Christian Schools, the Association of Christian Schools International, the Accrediting Commission for Independent Study, the Southern Association of

Independent Schools, one (1) of the accrediting agencies that is a member of the Georgia Private School Accreditation Council and/or one (1) of the following regional accrediting agencies:

- ❖ Middle States Association of Colleges and Schools (MSA)
- ❖ New England Association of Colleges and Schools (NEASC)
- ❖ North Central Association of Colleges and Schools (NCA)
- ❖ Northwest Association of Colleges and Schools (NASC)
- ❖ Southern Association of Colleges and Schools (SACS)
- ❖ Western Association of Colleges and Schools (WASC)
- ❖ The Alabama Independent School Association (AISA)

Specific courses shall be determined to meet core curriculum requirements by evaluation of course content. This evaluation shall be done by a school administrator or counselor. Information about course content may be obtained from students, parents, and/or former schools. Credit will be granted when in the judgment of the evaluator the course substantially meets the requirement. Equivalency credit will be shown on the student's transcript. Transfer students may not be exempted from the state required secondary minimum core curriculum.

Students who transfer from educational settings that do not meet the criteria outlined in this policy must demonstrate proficiency (70% or above) on placement exams or End of Course test (EOC) in the courses for which they are requesting credit. Credit will be awarded on the grade earned on the placement test or EOC. If a student does not demonstrate proficiency on the placement test or EOC, the credit is not awarded, and the student must enroll in the class. In the case of sequential courses, the student may take a placement or EOC in the next lowest course in the sequence or enroll in the first (1st) course of the sequence. Grades awarded through placement test or EOC will be computed into the cumulative grade point average (GPA).

STUDENTS WITH SIGNIFICANT COGNITIVE DISABILITIES

- (i) Students with significant cognitive disabilities who entered the ninth grade for the first time prior to the 2020-2021 school year may graduate and receive a regular high school diploma when the student's IEP team determines that the student has:
 - (I) completed an integrated curriculum based on the GPS that includes instruction in Mathematics, English/Language Arts, Science and Social Studies as well as career preparation, self-determination, independent living, and personal care to equal a minimum of 23 units of instruction, and
 - (II) participated in the GAA during middle school and high school, and
 - (III) reached the 22nd birthday OR has transitioned to an employment/education/ training setting in which the supports needed are provided by an entity other than the local school system.
- (ii) Students with significant cognitive disabilities who entered the ninth grade for the first time on or after the 2020-2021 school year may graduate and receive an alternate diploma when the student's IEP team determines that the student has:
 - (I) completed an integrated curriculum based on the Georgia Standards of Excellence (GSE) that includes instruction in Mathematics, English/Language Arts, Science and Social Studies as well as career preparation, self-determination, independent living, and personal care to equal a minimum of 23 units of instruction, and
 - (II) participated in the GAA during middle school and high school, and
 - (III) has transitioned to an employment/education/training setting in which the supports needed are provided by an entity other than the local school system.

LOCAL AUTHORITY'S RESPONSIBILITIES

The Floyd County Board of Education shall provide instructional support and delivery services. *These services shall include, but are not limited to, the following:*

- (I) A continuous guidance component beginning in middle school. The purposes of the guidance component are to familiarize students with graduation requirements, to help them identify the likely impact of individual career objectives on the program of studies they plan to follow and to provide annual advisement sessions to report progress and offer alternatives in meeting graduation requirements and career objectives.
- (II) Record keeping and reporting services that document student progress toward graduation and include information for the school, parents, and students.
- (III) Diagnostic and continuous evaluation services that measure individual student progress in meeting competency expectations for graduation.
- (IV) Instructional programs, curriculum and course guides and remedial opportunities to assist each student in meeting graduation requirements.
- (V) Appropriate curriculum and assessment procedures for students who have been identified as having disabilities that prevent them from meeting the prescribed competency performance requirements.

EDUCATIONAL OPPORTUNITIES

CREDIT OPPORTUNITIES

Floyd County Schools offers a variety of options for students who have failed courses during the school year or who wish to gain additional academic credits.

TIME FOR TIME

This program is offered to students who earn passing grades in their classes but have exceeded the number of absences allowed by the FCBOE attendance policy. Students must complete one (1) period for every excessive period missed in each class. Upon successful completion of time for time, the student's grade of NC will be changed to the earned grade.

GEORGIA VIRTUAL HIGH SCHOOL

Georgia Virtual High School is part of the Georgia Department of Education's office of Technology Services and operates in partnership with Georgia parents and schools to offer a wide variety of high school level courses across the state. Students in Floyd County Schools who wish to take courses through Georgia Virtual High School may contact the counselor or instructional assistant principal at the home school for a complete course listing and instructions for registration.

GEORGIA VIRTUAL SCHOOL CREDIT RECOVERY

GA CR is offered to students who have failed an academic class. Students enrolled in the GA CR will work independently to complete the required material. Students taking courses through the GA CR requiring End of Course Test (EOCT) must retake the EOCT when applicable. Upon successful completion of the GA CR course, the passing grade will be added to the transcript. All unit tests, final exams and EOCT's for GA CR must be taken at school under the supervision of the designated Credit Recovery monitor. No credit will be given for any unit tests or final exams not completed in the presence of the CR monitor. There will a fee charged for this program.

WORK BASED LEARNING

There are several work-study programs offered by Floyd County Schools for the purpose of providing students with on-the-job training by integrating classroom experience and the workplace. Both employers and students benefit from these work experiences. Students are not required to have a job for class enrollment, but they must secure one (1) within two (2) weeks of the beginning of class to remain in the program. Failure to obtain a job will result in the students being returned to a regular class schedule. Good attendance and a good discipline record are imperative. See the school counselor for more information on the work study programs.

FLOYD COLLEGE AND CAREER ACADEMY (CCA)

Students may attend the CCA as part of their regular educational program. Bus transportation to the CCA is provided during the regular school day. Junior and senior students may be permitted to drive if they adhere to the school driving policy. Programs at the CCA fulfill the requirements for the Career, Technical, and Agricultural Educational Pathway.

GOVERNOR'S HONORS PROGRAM

The Governor's Honors Program is a four (4) week summer instructional program designed to provide intellectually gifted and artistically talented high school students enriching experiences not usually available during the regular school term. Students are usually nominated by subject area teachers. Students must compete at the local and state level. The PSAT is required for all Governors' Honors applicants and is ONLY given in the fall.

HONORS PREP PROGRAM

Floyd County Schools Honors Prep Program is available to students beginning in middle school. Students must meet program criteria and have parental approval to enroll in the advanced program. A limited number of out of district students will be accepted based on merit.

KEY PROGRAM COMPONENTS

- ❖ Advanced courses, introduced in the middle grades
- ❖ Grading policies that reward students for taking advanced level courses
- ❖ Instruction targeted to promote high academic achievement
- ❖ Opportunities to take courses through the Directed Learning and the Executive Internship Programs

HONORS PREP PROGRAM STANDARDS

- ❖ Students are held to high expectations
- ❖ Students and parents receive continuous updates on academic progress
- ❖ Instruction features high expectations and extended content
- ❖ Technology is a major tool of instruction
- ❖ Students must produce projects displaying an increased depth of learning
- ❖ Student learning is assessed by tests, written reports, oral presentations, projects, and portfolios

INTERNET RESOURCES

Floyd County High School Guidance Offices are "on-line" and may be used by students for career planning, college applications, financial aid applications, SAT, ACT registration, and many other resources. Each media center also has internet access registration and many other resources.

LEADERSHIP ROME

Leadership Rome is provided by the Chamber of Commerce to help promote leadership in our local community. This is an excellent opportunity for you to be involved see your school counselor for information on how to apply.

DUAL ENROLLMENT

Joint enrollment opportunities are available for students who meet state and local criteria see your school counselor for more information.

PROBE FAIR

PROBE is a College Fair that is held every year for juniors and seniors. Representatives from approximately 100 colleges, tech schools, and other professional training institutions will be set up to provide you information and to meet you and your parents. This is a great way to find out specifics about schools, and we encourage you to take advantage of this event. PROBE is usually held in the fall.

SPECIAL EDUCATION

Special education programs are available to students who meet eligibility criteria in the following program areas: gifted, learning disabled, intellectually disabled, emotional, and behavioral disorders, speech / language disabled, visual and/or hearing impaired, orthopedically impaired, and other health impaired. Due process procedures, as required by state and federal laws, are strictly followed.

STAR STUDENT

Each year a top academic senior in each participating Georgia high school is named the STAR student for that high school. The following criteria must be met to obtain the STAR Student Award.

- ❖ They must have the highest score on the SAT and be in the top ten (10) percent or top ten (10) students of their class.
- ❖ The SAT scores must come from the national testing dates during and / or through the November testing of the senior year.
- ❖ SAT scores must come from a single testing date (scores may not be combined from two (2) test dates).

DRIVER EDUCATION / JOSHUA'S LAW

Due to Joshua's Law that went into effect January 2007, students turning sixteen (16) must have a Driver Education course to obtain a valid driver's license. Driver Education classes are normally held during the first three (3) weeks in June. Students may also earn ½ unit of credit in the Driver Education Program. Students must be fifteen (15) years old and have a learner's permit to be eligible to take the class. Fees will be charged for Drivers Education. The class includes thirty (30) hours of classroom instruction and six (6) hours of range and road driving. For more information, please check with your school office.

PERFORMANCE LEARNING CENTER

The PLC is a partnership between Communities in School and the Floyd County School System. It is a learning center geared towards high school students who are not succeeding in traditional school setting.

The PLC provides a self-paced learning environment for students who are not meeting their potential at a traditional high school by:

- ❖ Helping students recover credits and graduate
- ❖ Connecting students to community mentors and opportunities for internships.
- ❖ Helping students develop marketable skills and give them a chance to give back to the community.

WHAT MAKES THE PLC DIFFERENT?

- ❖ Low student/teacher ratios
- ❖ One-on-one attention for students
- ❖ Computer based curriculum
- ❖ Project based/service learning
- ❖ Mentoring Life Skills

OTHER OPPORTUNITIES

Students are encouraged to meet with their school guidance counselor for information about employment, apprenticeships, and on-the-job training opportunities. The Georgia State Employment Service can provide employment information and training opportunities for your local area. Military services are excellent options for young people. Local recruiters representing all branches of the Armed Services will explain in detail the opportunities and benefits of choosing this option. A GED is no longer automatically accepted by the military; a high school diploma may be required.

STUDENT CODE OF CONDUCT

POLICIES AND / OR REGULATIONS ARE SUBJECT TO CHANGE
PLEASE CONSULT FLOYD COUNTY BOARD OF EDUCATION WEBSITE FOR UPDATES
REVISED MARCH 23, 2021

INTRODUCTION

The Floyd County Board of Education is dedicated to sound discipline practices. The purpose of this code of conduct is to provide students in the Floyd County School District an effective and safe learning environment and to promote learning and encourage responsibility during the school day as well as during all school-related activities. The degree of discipline imposed for violations of this Behavior Code are age appropriate and shall reflect the severity of the charged offense, the student's disciplinary history, the maturity level of the student, and any other relevant factors. In addition to discipline of students by the Floyd County School District, student conduct may be reported to appropriate law enforcement authorities.

Students and their parents need to know and understand the Code of Conduct in order to achieve a successful learning experience. This student code of conduct is not limited to Policy JCDA. Instead, it includes all student behavior policies in Section J of the Floyd County Board of Education Policy Manual.

Questions regarding appropriate disciplinary action shall be referred to the Assistant Superintendent of Administrative Services or designee. In situations where out-of-school suspension is used as a disciplinary action, an effort will be made to contact the parent of the student involved. Should personal or phone contact not be successful, sending the appropriate paperwork home with the student or to the student's residence shall be considered adequate parental notification of the action taken.

BEHAVIORS

In general, each student is expected to:

- ❖ Demonstrate courtesy with all individuals regardless of circumstances, even when others do not.
- ❖ Behave in a responsible manner, always exercising self-discipline.
- ❖ Attend all classes regularly and on time.
- ❖ Prepare for each class; take appropriate materials and assignments to class.
- ❖ Meet Floyd County School System and campus standards of grooming and dress.
- ❖ Obey all campus and classroom rules.
- ❖ Respect the rights and privileges of other students and of teachers and other Floyd County School System staff.
- ❖ Respect the property of others, including Floyd County School System property and facilities.
- ❖ Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- ❖ Refrain from committing violations of the Code of Student Conduct.

The disciplinary procedures outlined in this behavior code are clearly stated to ensure that all students are aware of unacceptable behavior that is in violation of school system policies and the consequences of such policy violations. The behavior code is in effect at school or on school property at any time, off school grounds at any school sponsored activity, function or event and while traveling to and from such events, on vehicles provided for student transportation by the school system; at all designated bus stops; during the regular school day and while the student is going to and from school on Floyd County School System transportation; on Floyd County School System sponsored transportation (approved school trip on a private carrier); while the student is in attendance at any school-related activity, regardless of time or location; for any school-related misconduct, regardless of time or location; while attending a school-sponsored or school-related activity of another school system in Georgia; when retaliation or terrorist threats against a school employee or volunteer occurs or is threatened, regardless of time or locations; when a violent or dangerous incident may jeopardize the safety or well-being of staff and/or students, regardless of time or locations; and when a student commits an act that could be punished as a felony, as provided by O.C.G.A. 20-2-768. *Conduct of students during off-school hours that may have a direct impact on the safety or well-being of students, or which created a school disturbance are subject to disciplinary action.*

AUTHORITY

School rules and the authority of the Floyd County School System to administer discipline apply whenever the interest of the Floyd County School System is involved. The code of conduct specifically applies to offenses that students commit while on school property at school sponsored events, during off-school hours as stated above, or while using the school technology resources.

As used in this Code of Conduct, school property includes, but is not limited to:

- 1) The land and improvements which constitute the school;
- 2) Any other property or building, including school bus stops, wherever located, where any school function or activity is conducted;
- 3) Any bus or other vehicle used in connection with school functions and activities, including but not limited to, school buses, buses leased by the Floyd County School District and privately-owned vehicles used for transportation to and from school activities; and
- 4) Personal belongings, automobiles or other vehicles which are located on school property.

School technology resources include, but are not limited to:

- 1) Electronic media systems such as computers, electronic networks, messaging, and web site publishing; and
- 2) The associated hardware and software programs used for purposes such as, but not limited to, developing, retrieving, storing, disseminating, and accessing instructional, educational, and administrative information.

**SCHOOL OFFICIALS HAVE THE AUTHORITY TO USE PROFESSIONAL JUDGEMENT IN
DISCIPLINING STUDENTS WITHIN THE GUIDELINES OF THIS BEHAVIOR CODE**

The school system requires administrators to inform all teachers to whom the student is assigned when a student, including a "transfer student", has been convicted of certain felonies as defined in Georgia Code Annotated, (O.C.G.A.), Section 15-11-63. A school is authorized to refuse to enroll or subject a student to short-term suspension, long-term suspension, or expulsion for any time remaining in another school systems or school's disciplinary order upon receiving a certified copy of such order if the offense which led to such suspension or expulsion in the other school system or school was an offense for which suspension or expulsion could be imposed in the enrolling school. A school may refuse to re-admit or enroll students who have previously been expelled/suspended for being convicted of, being adjudicated to have committed, being indicted for, or having information filed for the commission of any felony or delinquent act under Code Section 15-11-28 which would be a felony if committed by an adult. Enrolling students must provide an official copy of records from the previous school system, including discipline records, for admission. Schools may enroll students "conditionally" if parents sign a release authorizing the previous school system to forward records. Further, the release must indicate whether the student is currently serving a suspension/expulsion from another school system and/or if the student has ever been adjudicated guilty of a designated felony acts as defined in O.C.G.A. Section 15-11-63. The act(s) must be listed on the release form. Students 18 years of age or older may complete the release form as appropriate. The content of these records may be challenged by appealing to the Assistant Superintendent of Administrative Services or designee. The Student Behavior Code shall be provided annually to students through a handbook upon enrollment. The parent and student shall acknowledge their receipt of the code by completing the required form. Parents and students shall be notified of any changes in procedures by either voice mail, newsletters, parent conferences, or web pages. A copy of the code shall be posted in all classrooms.

IEP / COMMITTEE REVIEW FOR STUDENTS WITH DISABILITIES

Special education personnel shall be consulted in matters involving special education students. A special education student shall be afforded all rights under the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §1400, et al. seq., Section 504 of the Rehabilitation Act of 1973, 29 U.S.C., §706(8), 794, 794a, and the Americans with Disabilities Act (ADA), 42 U.S.C. 12101, et al. seq.

Any student who is receiving special education services or who has been identified as a student with a disability under the Individuals with Disabilities Act (IDEA) and whose acts are determined by the Principal, or designee, Disciplinary Hearing Officer or Tribunal to have violated any of the rules, regulations, or laws as alleged, shall be referred to an IEP committee if cumulative days of exclusion exceeds ten days, or the recommendation constitutes a change in placement. The IEP committee is responsible for determining if the student's conduct resulted as a consequence of his/her disability, whether such conduct warrants a change in placement, amendments to the individual educational plan (IEP) and/or disciplinary actions. If the IEP committee determines that the student's conduct is not a consequence of the student's disability, the student may be disciplined as any other regular education student but shall receive educational services during this discipline. The IEP committee shall also have the authority to consider, recommend and implement any changes in the student's IEP or educational placement. Nothing in this rule shall alter or adversely affect the rights of students with disabilities under applicable federal and state laws.

DISCIPLINES

A suspension is defined as any disciplinary action that removes a student from regular classes and other school activities. Floyd County schools use both in-school and out-of-school suspensions in an effort to provide a safe and appropriate learning environment. Georgia law (O.C.G.A. 20-2-764-766) states that a "chronic disciplinary problem student" (as defined by GA Law) who has been suspended must have a conference with their parents and a school official before returning to class. They will discuss the reason for the suspension and write a plan designed to support more appropriate behavior. Parents who are unable to attend a conference must contact the school for further information. A notation of the conference is placed in the student's permanent file.

SUSPENSION / EXPULSION

- ***In School Suspension (ISS)***
An educational environment for students whose behavior precludes attendance in the regular school program. This setting is in the local school and is staffed by a paraprofessional.
- ***Out of School Suspension (OSS)***
Removal of the student from the school campus and exclusion from school sponsored activities. Students serving OSS may forfeit the opportunity to make-up missed class assignments.
- ***Short-Term Suspension***
An In School or Out of School assignment for a specific period of time up to ten (10) days.
- ***Long-Term Suspension***
An In School or Out of School assignment for a specific period of time ranging from eleven (11) days to the end of the current semester.

- **Expulsion**
Removal of the student from the school campus and exclusion from school sponsored activities beyond the current school quarter or semester.
- **Permanent Expulsion**
Removal of a student from the school system with no opportunity to return.

FLOYD COUNTY TRANSITIONAL ACADEMY

An educational environment for students in Grades 3 -12 whose behavior precludes continued attendance in the regular school program and where the instructional program is based upon normal course content, and behavior is carefully monitored. (Policy JDD defines specific criteria and guidelines.) Upon the recommendation of the Principal of the Transitional Academy and approval of the Director of Student Services, a student may be eligible to return to their home school before completion of their imposed term at the Transitional Academy, for good behavior (as evidenced by the following objective criteria in the student's records):

- (I) the student has displayed good attendance and has consistently arrived on time for instruction at the Transitional Academy,
- (II) the student has not incurred any further behavior code infractions or violated Floyd County School's policies while at the Transitional Academy, and
- (III) the student has timely and satisfactorily completed all academic assignments while at the Transitional Academy.

Provided, no student shall be eligible for consideration for early return to the home school, if:

- (I) the student has not satisfactorily completed at least one-half of their originally imposed term at the Transitional Academy, or
- (II) the student's original behavior code infraction involved fighting or other forced physical contact.

DETENTION

Assignment to a specified school location and to a designated teacher or school official. Detention may be assigned before or after school or on Saturdays. Parents must be given advanced notice of a detention assignment.

CORPORAL PUNISHMENT

Corporal Punishment shall not be used as a disciplinary procedure by the Floyd County School District.

CHRONIC DISCIPLINARY PROBLEM STUDENT

"Chronic disciplinary problem student" means a student who exhibits a pattern of behavioral characteristics which interfere with the learning process of students around him or her and which are likely to recur.

If a teacher or principal identifies a student as a chronic disciplinary problem student, the principal shall notify the parent(s) and invite them to observe the student in a classroom situation. Additionally, at least one parent shall be invited to a conference to devise a disciplinary and behavioral correction plan.

If a chronic disciplinary problem student is suspended or expelled, the principal shall invite at least one of the student's parents to a conference to devise a behavioral plan before the student returns to school. Failure of the parent to attend such conference does not preclude the student from being readmitted; however, school officials shall meet with the student to devise a behavior plan.

A student support process shall be in place. It may include, but is not limited to, character education: a parent conference, a behavior plan, mentoring, mediation, tutoring, advisement, anger management, violence prevention, Student Support Team (SST), Behavior Action Team (BAT), appropriate community agencies involvement, and exemplary intervention programs.

TEACHER'S AUTHORITY TO REMOVE A STUDENT FROM CLASS

The Superintendent shall, and does, fully support the authority of principals and teachers to remove a student from the classroom pursuant to Georgia law.

A teacher who has knowledge that a student has exhibited behaviors that repeatedly or substantially interfere with the teacher's ability to communicate effectively with students in the classroom or with the student's classmates' ability to learn and that violate the Code of Conduct shall file a report describing the behavior to the principal or administrator. The report must be filed within one school day of the most recent behavior. After receiving such a report, the principal or administrator shall send a copy of the report to the student's parent, investigate the incident, and within one day of school day of receiving such report send written notification to the teacher and the student's parent of any disciplinary action taken against the student.

Pursuant to O.C.G.A. §§ 20-2-737,738, a teacher may remove from class a student who repeatedly or substantially interferes with the teacher's ability to conduct instructional activities provided:

- 1) the student has previously been referred to the principal in accordance with the provisions set forth above, or
- 2) the teacher determines that the behavior of the student poses an immediate threat to the safety of the student's classmates or the teacher.

In the case of immediate removal from the classroom, the teacher will submit a written referral by the end of the school day or at the beginning of the next school day to the principal or other school administrator. The administrator will, within one school day after the student's removal from class, send to the student's parents, and the special education case manager, if applicable, a written notice that the student was removed from class, a copy of the teacher's referral, and information regarding how the parent may contact a school administrator. When a teacher removes a student from class, as prescribed above, the administrator will discuss the matter with the teacher by the end of the school day or at the beginning of the next school day. The administrator will give the student oral or written notice as to the reason(s) for which the student was removed from class and allow the student an opportunity

CONSEQUENCES**ELEMENTARY PK-5**

- Discretion of the building principal. Penalty may include reprimand, loss of privileges, and/or suspension.
- Contact the Principal and the student's parent/guardian.

OFFENSE NUMBER 02**ARSON**

Unlawful and intentional damage or attempted damage to any real or personal property by fire or incendiary devices to school property or private property while either on school grounds or off school grounds during a school activity, function, or event.

CONSEQUENCES**SECONDARY 6 – 12**

- Depending on the circumstances and severity of the violation, disciplinary assignments may include short term suspension, expulsion, restitution, and/or assignment to the Transitional Academy. Violations resulting in substantial property may require a mandatory Disciplinary Tribunal. Parents /Guardians and/or students will be held responsible for restitution for damage / defacement / vandalism to school property.
- Contact the Principal and the student's parent/guardian.

CONSEQUENCES**ELEMENTARY PK-5**

- Depending on the circumstances and severity of the violation, disciplinary assignments may include suspension and/or expulsion. Parents / guardians and/or students will be held responsible for restitution for damage/ defacement/ vandalism to school property.
- Violations resulting in substantial damage and/or repeated acts or attempts of vandalism may require a Disciplinary Tribunal.
- Contact the Principal and the student's parent/guardian

OFFENSE NUMBER 03**BATTERY**

No student shall directly or indirectly make, or attempt to make, physical contact of an insulting, provoking, or offensive nature with the person of another. Conduct which violates this rule includes, but is not limited to, pushing, hitting, shoving, kicking, pinching, slapping, or engaging in any other type of physical altercation or harassment. A student who intentionally acts in such a way as to cause a foreign object to make an insulting, provoking, or offensive contact with the person of another violates this rule. (Note: The key difference between battery and fighting is that fighting involves mutual participation.)

CONSEQUENCE**SECONDARY 6 – 12**

- At the discretion of the principal, students may be subject to short term suspension, long term suspension, expulsion and/or assignment to the Transitional Academy.

CONSEQUENCE**ELEMENTARY PK-5**

- At the discretion of the principal, the penalty may range from detention to long term suspension and may include referral to the Disciplinary Hearing Officer for the purpose of a determination of the facts and intent.

OFFENSE NUMBER 04**BREAKING & ENTERING - BURGLARY**

Unlawful or unauthorized forceful entry into a school building or vehicle (with or without intent to commit theft). Students shall not be on the campus of a school in which they are not enrolled during that school's hours or while that school is operational without permission from that school's administration. Students are prohibited from entering a school building after hours without express permission. This shall include any unlawful or forced entry onto or into any property, building, structure, or vehicle owned by the School System. Students may not be present in unauthorized areas of school property. (Note: The key difference between *Trespassing* and *Breaking & Entering-Burglary* is that *Trespassing* does not include forceful entry into the school building.)

CONSEQUENCES**SECONDARY 6 – 12**

- Disposition at the discretion of the principal. Violations may result in short-term suspension, long-term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on severity, may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and parent/guardian.

CONSEQUENCES**ELEMENTARY PK-5**

- Discretion of the principal. Penalty may range from detention to short-term or long-term suspension.
- Depending on severity, may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and parent/guardian.

OFFENSE NUMBER 05**COMPUTER TRESPASS**

School technology cannot be used for anything other than instructional purposes. Students will not attempt to or disrupt the school technology resources by destroying, altering, or otherwise modifying technology. Hacking is strictly prohibited. No student shall

attempt to threaten to, or damage, destroy, vandalize, or steal private property or school property while using school technology resources on or off school grounds. Students will not use school or personal technology resources to distribute nor display inappropriate material.

CONSEQUENCE **SECONDARY 6 – 12**

- Violations may result in short-term suspension, long-term suspension, expulsion and/or assignment to the Transitional Academy.

CONSEQUENCE **ELEMENTARY PK-5**

- Short-term suspension.

OFFENSE NUMBER 06 **DISORDERLY CONDUCT**

Any act that substantially disrupts the orderly conduct of a school function, substantially disrupts the orderly learning environment, or poses a threat to the health, safety, and/or welfare of students, staff, or others. (Includes disruptive behaviors on school buses) Includes but not limited to general bus misbehavior, spitting on property or persons, encouraging disruptive behavior.

CONSEQUENCE **SECONDARY 6 – 12**

- Disposition at the discretion of the principal. Short-term suspension, long-term suspension, expulsion and/or recommendation to the Transitional Academy.

CONSEQUENCE **ELEMENTARY PK-5**

- Discretion of the principal. Penalty may range from detention up to short term suspension

OFFENSE NUMBER 07 **DRUGS, EXCEPT ALCOHOL AND TOBACCO**

Students shall not buy, sell, or otherwise distribute or possess with intent to distribute or attempt to buy, sell, or otherwise distribute or possess with intent to distribute illegal drugs, narcotics, hallucinogens, amphetamines, barbiturates, or marijuana, or any other substance listed under the Georgia Controlled Substances Act, or any substance falsely identified by the student as such, or believed by the purchaser to be an illegal drug, narcotics, hallucinogens, amphetamines, barbiturates, or marijuana, or any other substance listed under the Georgia Controlled Substances Act.

Does not include auto-injectable epinephrine as properly administered pursuant to O.C.G.A. 20-2-776

CONSEQUENCES **SECONDARY 6 – 12**

- All violations shall result in, long-term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on the substance involved and the severity of the violation, the incident may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and/or the student's parent/guardian.

CONSEQUENCES **ELEMENTARY PK-5**

- All violations shall result in short term suspension, long term suspension or expulsion.
- Depending on the substance involved and the severity of the violation, the incident may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and/or the student's parent/guardian.

OFFENSE NUMBER 08 **FIGHTING**

No student shall directly or indirectly make, or attempt to make, physical contact of an insulting, provoking, or offensive nature with the person of another. Mutual participation in a fight involving physical violence where there is no one main offender and intent to harm. (**Note: The key difference between fighting and battery is that fighting involves mutual participation.**)

Conduct which violates this rule includes, but is not limited to, mild or moderate Injuries may include but are not limited to scratches, bloody noses, bruises, black eyes, and other marks on the body A student who intentionally acts in such a way as to cause a foreign object to make an insulting, provoking, or offensive contact with the person of another violates this rule

CONSEQUENCE **SECONDARY 6 – 12**

- At the discretion of the principal, students may be subject to short-term suspension, long-term suspension, expulsion and/or assignment to the Transitional Academy.

CONSEQUENCE **ELEMENTARY PK-5**

- At the discretion of the principal, the penalty may range from detention to long-term suspension, and may include referral to the Disciplinary Hearing Officer for the purpose of a determination of the facts and intent.

OFFENSE NUMBER 09 **HOMICIDE**

Killing of one human being by another

Killing of a human being

Includes but is not limited to shooting, stabbing, choking, bludgeoning, etc.

CONSEQUENCES GRADES 5 – 12

- Referral to law enforcement and referral to a disciplinary tribunal with recommendation for expulsion.

OFFENSE NUMBER 10 KIDNAPPING

The unlawful and forceful abduction, transportation, and/or detention of a person against his/her will

CONSEQUENCES GRADES 5 – 12

- Referral to law enforcement and referral to a disciplinary tribunal with recommendation for expulsion.

OFFENSE NUMBER 11 LARCENY / THEFT

The unlawful taking of property belonging to another person or entity (e.g., school) without threat, violence, or bodily harm. **(Note: The key difference between larceny/theft and robbery is that the threat of physical harm or actual physical harm is involved in a robbery.)**

For purposes of this Behavior Code, “theft” shall mean the actual or attempted theft of public or private property by deception, extortion or attempted extortion, force, threat of force, violence, or coercion. No student shall possess, store, or transmit stolen property or counterfeit money or money orders on school grounds.

CONSEQUENCES SECONDARY 6 – 12

- Depending on the circumstances and severity of the violation, disciplinary assignments may include short term suspension, expulsion, restitution, and/or assignment to the Transitional Academy. Violations resulting in substantial property may require a mandatory Disciplinary Tribunal. Parents /Guardians and/or students will be held responsible for restitution for damage / defacement / vandalism to school property.
- Contact the Principal and the student’s parent/guardian.

CONSEQUENCES ELEMENTARY PK-5

- Depending on the circumstances and severity of the violation, disciplinary assignments may include suspension and/or expulsion. Parents / guardians and/or students will be held responsible for restitution for damage/ defacement/ vandalism to school property.
- Violations resulting in substantial damage and/or repeated acts or attempts of vandalism may require a Disciplinary Tribunal.
- Contact the Principal and the student’s parent/guardian

OFFENSE NUMBER 12 MOTOR VEHICLE THEFT

Theft or attempted theft of any motor vehicle

Includes but not limited to cars, trucks, ATVs, golf carts, etc.

CONSEQUENCES GRADES 5 - 12

- Disposition at the discretion of the principal. Punishment may result in in-school suspension, short term suspension, long term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on the item and/or severity of the violation, the incident may be reported to the Executive Director of Student Services, the police, the district attorney, or the parent/guardian of the student.

OFFENSE NUMBER 13 ROBBERY

The taking of, or attempting to take, anything of value that is owned by another person or organization under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear. (Note: The key difference between robbery and larceny/theft is that the threat of physical harm or actual physical harm is involved in a robbery)

Robbery without the use of a weapon

Taking something by force or threat of force

Robbery with the use of a weapon

Weapons may include but are not limited to guns, knives, clubs, razor blades, etc.

CONSEQUENCES GRADES 5 - 12

- Disposition at the discretion of the principal. Punishment may result in in-school suspension, short term suspension, long term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on the item and/or severity of the violation, the incident may be reported to the Executive Director of Student Services, the police, the district attorney, or the parent/guardian of the student.

OFFENSE NUMBER 14 SEXUAL BATTERY

Oral, anal, or vaginal penetration against the person's will or where the victim did not or is incapable of giving consent; touching of private body parts of another person either through human contact or using an object forcibly or against the person's will or where the victim did not or is incapable of giving consent

Includes but is not limited to rape, fondling, child molestation, indecent liberties, and sodomy

Sexual battery is defined as a student intentionally making physical contact, and penetration with the intimate parts of the body of another person without the consent of that person. Intimate body parts include the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female. No student shall commit any act of sexual battery on school property, school buses, or at school-sponsored events.

CONSEQUENCES SECONDARY 6 – 12

- Disposition at the discretion of the principal following consultation with the superintendent and superintendent's designee. Violations may result in short-term suspension, long-term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on the nature of the offense and/or severity, it will be determined if it needs to be reported to the police, the district attorney, and/or parent/guardian.

CONSEQUENCES ELEMENTARY PK-5

- Disposition at the discretion of the principal following consultation with the Superintendent or designee. Penalty may range from detention to short-term or long-term suspension.
- Depending on the nature of the offense and/or severity, it will be determined if it needs to be reported to the police, the district attorney, and/or the student's parents/guardian.

OFFENSE NUMBER 15 SEXUAL HARASSMENT

Non-physical and unwelcome sexual advances, lewd gestures or verbal conduct or communication of a sexual nature; requests for sexual favors; gender-based harassment that creates an intimidating, hostile, or offensive educational or work environment

This applies to:

- On the school grounds at any time;
- Off the school grounds at a school activity, function, or event; or
- En route to and from school or school sponsored activity.

No student shall participate in verbal or visual conduct of a sexual nature (including, but not limited to, unwelcome sexual advances, requests for sexual favors, sexually offensive slurs, sexually offensive drawings, photographs, electronically transmitted images, or posters directed towards another person) where there is a pattern of harassing behavior or a single significant incident. For purposes of this Student Code, sexual harassment includes requests or demands for sexual involvement, accompanied by implied or explicit threats.

CONSEQUENCES SECONDARY 6 – 12

- Disposition at the discretion of the principal following consultation with the superintendent and superintendent's designee. Violations may result in short term suspension, long term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on the nature of the offense and/or severity, it will be determined if it needs to be reported to the police, the district attorney, and/or parent/guardian.

CONSEQUENCE ELEMENTARY PK-5

- Disposition at the discretion of the principal following consultation with the Superintendent or designee. Penalty may range from detention to short-term or long-term suspension.

OFFENSE NUMBER 16 SEX OFFENSES

Unlawful sexual behavior, sexual contact without force or threat of force, or possession of sexually explicit images; can be consensual.

Inappropriate sexually based physical contact including but not limited to public groping, inappropriate bodily contact, or any other sexual contact not covered in **Levels 2 or 3**.

Inappropriate sexually based behavior including but not limited to sexting, lewd behavior, possession of pornographic materials, simulated sex acts.

Engaging in sexual activities on school grounds or during school activities.

Oral, anal, or vaginal penetration; pimping; prostitution; indecent exposure of private body parts.

Sexual offenses are prohibited against members of the same sex as well as members of the opposite sex.

SEXUAL MISCONDUCT

No student shall be engaged in amorous kissing or other inordinate displays of affection and shall not consent to or participate in any form of sexual activity on school property, school buses, or at any school activity or event. Sexual misconduct including, but not limited to, sexual touching or groping, sexual contact, sexual assault, welcome or unwelcome sexual advances or comments, request for sexual favors, indecent exposure, etc., between individuals on school property, on school buses, or at any school activity or event is prohibited. Sexual contact includes contact with the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female. Parents and guardians are encouraged to inform their children of the consequences, including potential criminal penalties of underage sexual conduct and crimes for which a minor can be tried as an adult.

CONSEQUENCES SECONDARY 6 – 12

- Disposition at the discretion of the principal following consultation with the superintendent and the superintendent's designee. Violations may result in short-term suspension, long-term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on the nature of the offense and/or severity, it will be determined if it needs to be reported to the police, the district attorney, and/or parent/guardian.

CONSEQUENCE ELEMENTARY PK-5

- Disposition at the discretion of the principal following consultation with the Superintendent or designee. Penalty may range from detention to short-term or long-term suspension.

OFFENSE NUMBER 17 THREAT / INTIMIDATION

Verbal or written threatening, bullying, cyberbullying, stalking, and/or intimidating school employees, other students, or other persons without actual physical contact is prohibited. Bullying is specifically defined as an act which occurs on school property, on school vehicles, at school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system, that is:

- 1) Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;
- 2) Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or
- 3) Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
 - A. Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such item is defined in Code Section 16-5-23.1;
 - B. Has the effect of substantially interfering with a student's education;
 - C. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or has the effect of substantially disrupting the orderly operation of the school;
 - D. Has the effect of substantially disrupting the orderly operation.

CONSEQUENCES SECONDARY 6 – 12

- Bullying violations shall result in short term suspension, long term suspension or assignment to the Transitional Academy and/or expulsion. A student who has committed the offense of bullying for the third time in a school year shall be assigned to the Transitional Academy. GA Code 20-2751.4.
- Threatening or intimidating Tribunal witnesses may result in expulsion. Otherwise, discipline is at the discretion of the principal. Punishment may range from a reprimand to long term suspension and/or assignment to the Transitional Academy.

CONSEQUENCES ELEMENTARY PK-5

- Bullying violations shall result in short-term suspension or long-term suspension.
- Threatening or intimidating Tribunal witnesses may result in expulsion. Otherwise, discipline is at the discretion of the principal. Punishment may range from a reprimand to long term suspension and / or assignment to the FCTA.

THREATS TO SCHOOL SAFETY

No student shall transmit, allege, or communicate in any manner a false alarm to the effect that a bomb, chemical, explosive, or any other danger or dangerous instrumentality of a similar nature is concealed or located on school property thus creating a potentially dangerous situation. This includes all threats whether a device exists or not, whether the device is an explosive or, whether there is an explosion. This infraction also includes blocking the entrance or exit of any school building or property or corridor or room thereof to deprive others of access thereto and includes any plans, schemes, or conspiracies to threaten school safety or to cause harm to any faculty member, employee, staff member, student, or school property.

CONSEQUENCES**SECONDARY 6 – 12**

- Violations may result in short-term suspension, long-term suspension, expulsion and/or assignment to the Transitional Academy.
- Contact the Assistant Superintendent of Administrative Services and the student’s parent/guardian. The police and the district attorney may also be contacted.

CONSEQUENCES**ELEMENTARY PK-5**

- Discretion of the principal.
- Contact the Assistant Superintendent of Administrative Services and the student’s parent/guardian. The police and the district attorney may also be contacted.

OFFENSE NUMBER 18**TOBACCO**

Possession, use, distribution or sale of tobacco or tobacco product substitutes (e.g., tobacco look-alikes, such as “Bacoff”) and cigarette look-alikes on by students is strictly prohibited on school property, on school buses, at school sponsored events, or while under school jurisdiction. Students are not permitted to ignite, inhale, smoke, chew, or use tobacco products, tobacco product substitutes, or nicotine delivery systems of any sort. This restriction prohibits the possession, use, ignition, burning, chewing, igniting, inhaling, vaping, or oral use or consumption of cigarettes, cigars, pipes, water pipes, blunts, tobacco, tobacco leaves, dip, snuff, nicotine gum, hookah, and/or Electronic Nicotine Delivery Systems (ENDS or Electric Cigarette) on school property, on school buses, at school sponsored events, or while under school jurisdiction.

CONSEQUENCES**SECONDARY 6 – 12**

- **1ST VIOLATION**
In school suspension of up to three (3) days
- **2ND VIOLATION**
In school suspension of up to five (5) days
- **3RD AND SUBSEQUENT VIOLATIONS**
In school suspension of up to ten (10) days, and/or out of school suspension of up to five (5) days, and/or recommendation for assignment to the Transitional Academy.

CONSEQUENCE**ELEMENTARY PK-5**

- Discretion of the building principal. Penalty may include reprimand, and/or loss of privileges, and/or short-term suspension.

OFFENSE NUMBER 19**TRESPASSING**

Entering or remaining on a public-school campus or school board facility without authorization or invitation and with no lawful purpose for entry. (Note: The key difference between Trespassing and Breaking & Entering-Burglary is that Trespassing does not include forceful entry into the school building.)

Entering or remaining on school grounds or facilities without authorization and with no lawful purpose

Entering or remaining on school grounds or facilities without authorization and with no lawful purpose. Refusing to leave school grounds after a request from school personnel; **Level 3** may be used for students that violate the school policy on trespassing three or more times during the same school year.

CONSEQUENCES**GRADES 5 - 12**

- Disposition at the discretion of the principal. Punishment may result in in-school suspension, short term suspension, long term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on the item and/or severity of the violation, the incident may be reported to the Executive Director of Student Services, the police, the district attorney, or the parent/guardian of the student.

OFFENSE NUMBER 20**VANDALISM**

The willful and/or malicious destruction, damage, or defacement of public or private property without consent

Participating in the minor destruction, damage or defacement of school property or private property without permission

Participation in the willful/malicious destruction, damage or defacement of school property or private property without permission; Level 3 may be used for students that violate the school policy on vandalism three or more times during the same school year.

CONSEQUENCE**GRADES 5 - 12**

- Depending on the circumstances and severity of the violation, disciplinary assignments may include short term suspension, expulsion, restitution, and/or assignment to the Transitional Academy. Violations resulting in substantial property may require a mandatory Disciplinary Tribunal. Parents /Guardians and/or students will be held responsible for restitution for damage / defacement / vandalism to school property.

OFFENSE NUMBER 21 POSSESSION, USE, OR DISTRIBUTION OF PORNOGRAPHY / OBSCENE MATERIALS

Any material or performance is “pornographic for minors” if it is primarily devoted to description or representation, in whatever form, of nudity, sexual conduct, sexual excitement, or is predominantly appealing to unhealthy or abnormal interest in sex. This offense includes accessing pornographic or obscene material through electronic means.

CONSEQUENCES SECONDARY 6 – 12

- Disposition at the discretion of the principal. Violations may result in short term suspension, long term suspension, expulsion and/or assignment to the Transitional Academy.
- Depending on severity, may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and parent/guardian.

CONSEQUENCES ELEMENTARY PK-5

- Discretion of the principal. Penalty may range from detention to short-term or long-term suspension.
- Depending on severity, may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and parent/guardian.

OFFENSE NUMBER 22 WEAPONS– KNIFE

The possession, use, or intention to use any type of knife. Any knife or instrument having a blade of less than two inches, any "look-alike" firearm; or plastic disposable razor or sling shot.

CONSEQUENCES SECONDARY 6 – 12

- Violations could result in detention, short term suspension, long term suspension, expulsion and/or assignment to the Transitional Academy.
- Mandatory reporting to the Superintendent or designee. Also, the student’s parents or guardian must be contacted.

CONSEQUENCES ELEMENTARY PK-5

- Mandatory reporting to the Superintendent or designee and the student’s parents/guardian.
- Discipline is at the discretion of the principal.

OFFENSE NUMBER 23 WEAPONS – OTHER

It shall be unlawful for a student to threaten, intimidate or use, a weapon in an aggressive manner as defined by O.C.G.A. §16-11-127.1.

The possession, use, or intention to use any instrument or object that is used or intended to be used in a manner that may inflict bodily harm (does not include knives or firearms)

“Weapon” means and includes any weapon designed or intended to propel a missile of any kind, or any dirk, straight edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind, and any stun gun or Taser as defined in subsection (a) of Code Section 16-11-106. This excludes any of these instruments used for classroom work authorized by the teacher.

All weapons shall be confiscated and given to law enforcement agencies.

CONSEQUENCES SECONDARY 6 – 12

- Violations shall result in long term suspension, expulsion and/or assignment to the Transitional Academy.
- The Floyd County Board of Education, a disciplinary tribunal, a hearing officer, or the Superintendent shall have the authority to modify such expulsion on a case-by-case basis.
- Mandatory reporting to the Superintendent or designee, the police, the district attorney and the parents or guardian of the student.

CONSEQUENCES ELEMENTARY PK-5

- Violators shall result in short term suspension, long term suspension, or expulsion.
- The Floyd County Board of Education, a disciplinary tribunal, a hearing officer, or the Superintendent shall have the authority to modify such expulsion or student discipline on a case-by-case basis.
- Mandatory reporting to the Superintendent or designee, the police, the district attorney, and the parent/guardian of the student.

OFFENSE NUMBER 24**OTHER INCIDENT FOR A STATE-REPORTED DISCIPLINE ACTION**

Any other discipline incident for which a student is administered corporal punishment, detention, in-school, or out-of-school suspension, expelled, suspended for riding the bus, assigned to an alternative school, referred to court or juvenile system authorities, or removed from class at the teacher's request (pursuant to O.C.G.A. 20-2- 738)

Parking on school property without a permit, or reckless or careless operation of a vehicle on or near school property or near a school bus, etc., is prohibited.

Each student who chooses to park a vehicle on school property must purchase a parking permit. Students who purchase a parking permit will be given a decal sticker and assigned parking space. Parking and traffic regulations will be issued to each student at the time of registration. Parking permits must be renewed upon expiration. **Vehicles on school property are subject to a search at any time. Floyd County Schools will not be responsible for damages that may occur during searches.**

CONSEQUENCE**SECONDARY 6 – 12**

- Penalty may include revocation of parking permit, towing vehicle off campus at student's expense, detention, or short-term suspension. For reckless driving on school property or in a school zone and/or for repeated parking or driving incidents, the student may be subject to short term suspension, long term suspension, expulsion, and/or be referred to the Disciplinary Tribunal, and/or be referred to the Transitional Academy.

OFFENSE NUMBER 25**WEAPONS – HANDGUN**

Possession of a firearm that has a short stock and is designed to be held and fired by the use of a single hand; and any combination of parts from which a firearm described above can be assembled. NOTE: This definition does not apply to items such as toy guns, cap guns, bb guns and pellet gun [Pursuant to Gun-Free Schools Act - Public Law 107-110, Section 4141]

Intentional or unintentional possession or use of a handgun in a manner that could produce bodily harm or fear of harm
pistols or revolvers

CONSEQUENCE**GRADES 5 - 12**

- Students committing such an act shall be expelled for a minimum of one (1) calendar year up to permanent expulsion pursuant to Georgia law. (O.C.G.A. § 20-2-751.1(a) as amended). The Floyd County Board of Education shall have the authority to modify such expulsion or student discipline on a case-by-case basis. The Floyd County Board of Education, the disciplinary tribunal, a hearing officer, or the Superintendent shall be authorized to place any student determined to have committed such an act or offense in the Floyd County Transitional Academy. The appropriate superintendent or designee, the police, the district attorney, and the parent/guardian of the student will be notified.

OFFENSE NUMBER 26**WEAPONS – RIFLE / SHOTGUN**

The term "rifle" means a weapon designed or redesigned, made, or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. The term "shotgun" means a weapon designed or redesigned, made, or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire through a smooth bore either a number of balls shot or a single projectile for each single pull of the trigger. [Pursuant to Gun-Free Schools Act - Public Law 107-110, Section 4141]

Intentional or unintentional possession or use of a rifle or shotgun in a manner that could produce bodily harm or fear of harm
Rifles, shotguns

CONSEQUENCE**GRADES 5 - 12**

- Students committing such an act shall be expelled for a minimum of one (1) calendar year up to permanent expulsion pursuant to Georgia law. (O.C.G.A. § 20-2-751.1(a) as amended). The Floyd County Board of Education shall have the authority to modify such expulsion or student discipline on a case-by-case basis. The Floyd County Board of Education, the disciplinary tribunal, a hearing officer, or the Superintendent shall be authorized to place any student determined to have committed such an act or offense in the Floyd County Transitional Academy. The appropriate superintendent or designee, the police, the district attorney, and the parent/guardian of the student will be notified.

OFFENSE NUMBER 27**SERIOUS BODILY INJURY**

The term "serious bodily injury" means bodily injury that involves a substantial risk of death, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

Infliction of "bodily harm" that dismembers, disfigures, causes permanent loss of a limb or function of an organ, and causes substantial risk of death.

Any behavior that dismembers, disfigures, causes permanent loss of a limb or function of an organ, and causes substantial risk of death.

CONSEQUENCE**GRADES 5 - 12**

- At the discretion of the principal, students may be subject to short term suspension, long term suspension, expulsion, and/or assignment to the Transitional Academy.

OFFENSE NUMBER 28**OTHER FIREARMS**

Firearms other than handguns, rifles, or shotguns as defined in 18 USC 921. Any loaded or unloaded firearm. A firearm includes any weapon which will or is designed to or may readily be converted to expel a projectile by action of an explosive (e.g., pistol, starter gun, revolver, rifle, shotgun); the frame or receiver of any weapon described above; any firearm muffler or firearm silencer; any explosive incendiary, or poison gas, which includes a bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or similar device; any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and any combination of parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled.

(NOTE: This does not include toy guns, cap guns, bb guns, pellet guns, or Class-C common fireworks). [Pursuant to Gun-Free Schools Act - Public Law 107-110, Section 4141].

CONSEQUENCES**SECONDARY 6 – 12**

- Students committing such an act shall be expelled for a minimum of one (1) calendar year up to permanent expulsion pursuant to Georgia law. (O.C.G.A. § 20-2-751.1(a) as amended).
- The Floyd County Board of Education shall have the authority to modify such expulsion or student discipline on a case-by-case basis.
- The Floyd County Board of Education, the disciplinary tribunal, a hearing officer, or the Superintendent shall be authorized to place any student determined to have committed such an act or offense in the Floyd County Transitional Academy.
- The appropriate superintendent or designee, the police, the district attorney, and the parent/guardian of the student will be notified.

CONSEQUENCES**ELEMENTARY PK-5**

- Students committing such an act shall be expelled for a minimum of one (1) calendar year up to permanent expulsion pursuant to Georgia law. (O.C.G.A. § 20-2-751.1(a) as amended).
- The Floyd County Board of Education shall have the authority to modify such expulsion or student discipline on a case-by-case basis.
- The Floyd County Board of Education, the disciplinary tribunal, a hearing officer, or the Superintendent shall be authorized to place any student determined to have committed such an act or offense in the Floyd County Transitional Academy.
- The appropriate superintendent or designee, the police, the district attorney, and the parent/guardian of the student will be notified.

OFFENSE NUMBER 29**BULLYING**

Behavior, which may include written, verbal, physical acts, threatening, bullying, cyberbullying, stalking, and/or intimidating school employees, other students, or other persons without actual physical contact is prohibited. Bullying is specifically defined as an act which occurs on school property, on school vehicles, at school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system, that is:

- 1) Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;
- 2) Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or
- 3) Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
 - a) Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such item is defined in Code Section 16-5-23.1;
 - b) Has the effect of substantially interfering with a student's education;
 - c) Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or has the effect of substantially disrupting the orderly operation of the school;
 - d) Has the effect of substantially disrupting the orderly operation.

CONSEQUENCES**SECONDARY 6 – 12**

- Bullying violations shall result in short term suspension, long term suspension or assignment to the Transitional Academy and/or expulsion. A student who has committed the offense of bullying for the third time in a school year shall be assigned to the Transitional Academy. GA Code 20-2751.4.
- Threatening or intimidating Tribunal witnesses may result in expulsion. Otherwise, discipline is at the discretion of the principal. Punishment may range from a reprimand to long term suspension and/or assignment to the Transitional Academy.

CONSEQUENCES**ELEMENTARY PK-5**

- Bullying violations shall result in short-term suspension or long-term suspension.
- Threatening or intimidating Tribunal witnesses may result in expulsion. Otherwise, discipline is at the discretion of the principal. Punishment may range from a reprimand to long term suspension and/or assignment to the FCTA.

OFFENSE NUMBER 30**OTHER – ATTENDANCE RELATED**

Repeated or excessive unexcused absences or tardiness; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions.

Regular attendance in school is necessary for a student to make adequate academic progress. When a child is absent, parents, guardians, or other persons who have control of a child enrolled in the school district should follow the local school rules to report reasons for absences. Georgia law requires that after any student accrues five (5) days of unexcused absences in a given school year, the parent/guardian, or other person who has control or charge of said child shall be guilty of a misdemeanor and subject to fines, imprisonment, community service, or any combination of these penalties. OCGA § 20-2-690.1(b).

CONSEQUENCE**SECONDARY 6 – 12**

- Discretion of the principal. The student is warned, and parents are contacted. A parent conference may be arranged. If the behavior continues, the student shall be referred to the counselor and/or school social worker. Chronic tardiness may result in a referral to the Truancy Treatment Team and/or in-school suspension of up to ten (10) days.

CONSEQUENCE**ELEMENTARY PK-5**

- Discretion of the principal. The student is warned, and parents are contacted. A parent conference may be arranged. If the behavior continues, the student shall be referred to the counselor and/or school social worker. Chronic tardiness may result in a referral to the Truancy Treatment Team and/or in-school suspension of up to ten (10) days.

SKIPPING CLASS OR REQUIRED SCHOOL ACTIVITIES

Including detention, leaving school without permission, and being in unauthorized areas as defined by school officials.

CONSEQUENCES**SECONDARY 6 – 12**

- Discretion of the principal.
- **1ST VIOLATION**
In school suspension of up to three (3) days
- **2ND VIOLATION**
In school suspension of up to five (5) days
- **3RD AND SUBSEQUENT VIOLATION**
In school suspension of up to ten (10) days, short-term suspension, long-term suspension, and/or possible recommendation to the Transitional Academy.

CONSEQUENCE**ELEMENTARY PK-5**

- Discretion of the principal.

OFFENSE NUMBER 31**OTHER – DRESS CODE VIOLATION**

Violation of school dress code that includes standards for appropriate school attire. Non-invasive and non-suggestive clothing, jewelry, book bags or other articles of personal appearance.

Pursuant to local dress codes, dress code violations for **Level 1** may include but are not limited to bare feet; trousers, slacks, shorts worn below waist level; no belt; clothing that is excessively baggy or tight; skirts or shorts that are shorter than mid-thigh; sunglasses worn inside the building; hats, caps, hoods, sweatbands and bandanas or other head wear worn inside school building
Invasive or suggestive clothing, jewelry, book bags or other articles of personal appearance.

Pursuant to local dress codes, dress code violations for **Level 2** may include but are not limited to depiction of profanity, vulgarity, obscenity or violence; promote the use or abuse of tobacco, alcohol or drugs; creates a threat to the health and safety of other students; creates a significant risk of disruption to the school environment; clothing worn in such a manner so as to reveal

underwear, cleavage or bare skin; spaghetti straps, strapless tops, halter tops, see-through or mesh garments or other clothing that is physically revealing, provocative or contains sexually suggestive comments

Invasive or suggestive clothing, jewelry, book bags or other articles of personal appearance. **Level 3** may be used for students that violate the school dress code policy three or more times during the same school year. Invasive or suggestive clothing, jewelry, book bags or other articles of personal appearance. **Level 3** may be used for students that violate the school dress code policy three or more times during the same school year.

Level 3 may be used for students that violate the school dress code policy three or more times during the same school year.

CONSEQUENCE GRADES 5 - 12

- Students will be provided with an opportunity to correct the dress code infraction. Students who habitually/repeatedly violate the dress code may be assigned detention or short-term suspension at the discretion of the principal.

OFFENSE NUMBER 32 ACADEMIC DISHONESTY

Dishonesty and/or cheating on tests or assignments are prohibited. Includes but is not limited to Intentional dishonesty on minor classroom projects, assignments, homework, etc.

CONSEQUENCES SECONDARY 6 – 12

- Discretion of the principal. Punishment may result in detention, in-school suspension, and short-term suspension, long-term suspension, and/or recommendation for assignment to the Transitional Academy.
- Depending on severity of the violation, the incident may be reported to the parent/guardian of the student

CONSEQUENCES ELEMENTARY PK-5

- Discretion of the principal. Punishment may result in detention, in-school suspension, short-term suspension.
- Depending on severity of the violation, the incident may be reported to the parent/guardian of the student.

OFFENSE NUMBER 33 OTHER – STUDENT INCIVILITY

No student shall use any type of profane, vulgar, obscene, or ethnically offensive language (written or oral) or gestures toward other students, school employees, or other people on school property or at school sponsored events. No student shall refuse to identify oneself upon request of any school employee or designee. All students shall comply with reasonable directions or commands of all authorized school personnel or designees.

CONSEQUENCES SECONDARY 6 – 12

- Discretion of the principal. Punishment may result in detention, in-school suspension, and short-term suspension, long-term suspension, and/or recommendation for assignment to the Transitional Academy.
- Depending on severity of the violation, the incident may be reported to the parent/guardian of the student.

CONSEQUENCE ELEMENTARY PK-5

- Discretion of the principal. Punishment may result in detention, in-school suspension, short-term suspension.
- Depending on severity of the violation, the incident may be reported to the parent/guardian of the student.

OFFENSE NUMBER 34 OTHER – POSSESSION OF UNAPPROVED ITEMS

DANGEROUS OBJECTS

Any object listed in OCGA§16-11-127.1 that is not used in a threatening or aggressive manner. Students may not possess ammunition, BB's, paint pellets, CO2 cartridges, laser pointers, mace, pepper spray, electrically charged items, pressurized items, or similar devices on school property, on school buses, at school sponsored events, or while under school jurisdiction. No student shall possess, light, and/or discharge or attempt to discharge smoke bombs, stink bombs, fireworks, cigarette lighters, matches, or similar devices. These items are disruptive to the function of the school and may pose a safety risk.

CONSEQUENCES SECONDARY 6 – 12

- Violations could result in short-term suspension or long-term suspension or assignment to the Transitional Academy. The discipline will be at the discretion of the principal.
- All violations must be reported to the Superintendent or designee. The student's parents or guardian must be contacted.

CONSEQUENCES ELEMENTARY PK-5

- Violations could result in short-term suspension or long-term suspension. The discipline will be at the discretion of the principal.
- All violations must be reported to the Superintendent or designee. The student's parents/guardian must be contacted

OFFENSE NUMBER 35**GANG-RELATED**

Any group of three (3) or more students with a common name or common identifying signs, symbols, tattoos, graffiti, or attire which engage in criminal gang activity (O.C.G.A. § 16-15-3)

Gangs and activities of gangs are prohibited on or near school property and at school-sponsored events. The following conduct is always prohibited on school property and at school-sponsored events, regardless of where the events are held:

- 1) Wearing, possessing, using, distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign, manner of grooming or other item that evidences or reflects membership in or affiliation with any gang;
- 2) Engaging in any act, either verbal or nonverbal, including, but not limited to, gestures or handshakes, that indicates membership in or affiliation with any gang;
- 3) Engaging in any act in furtherance of the interests of any gang activity, including, but not limited to, soliciting membership or affiliation with a gang; soliciting any person to pay for "protection"; or soliciting any person to engage in physical violence against any other person;
- 4) Painting, writing, engraving, or otherwise inscribing any gang-related graffiti, messages, symbols, notebooks, personal property, or signs on school property;
- 5) Engaging in any other gang-related behavior which is subversive to the good order and discipline in the schools, even though such behavior is not specified in the preceding written rules.

In determining as part of the implementation of this regulation whether certain acts or conduct are gang related, school officials may consult with local law enforcement. If the School District determines that a student has violated the prohibitions set forth in this policy, the student will be subject to exclusion from participation in extracurricular activities, detention, suspension, and/or expulsion, dependent upon the specific circumstances of the offense. Students also may be referred to law enforcement. The School District also reserves the right to permanently prohibit any student from wearing or displaying any article of clothing or accessory which the School District has determined to be a gang indicator.

CONSEQUENCES**SECONDARY 6 – 12**

- Discretion of the principal. Violations may result in short-term suspension, long-term suspension, expulsion and/or assignment to the Transitional Academy. When an administrator is considering disciplinary action for off-campus activities, he/she may contact the Assistant Superintendent of Administrative Services for appropriate disciplinary action being considered.
- Depending on severity, may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and parent/guardian.

CONSEQUENCES**ELEMENTARY PK-5**

- Discretion of principal. Penalty may range from detention to short-term or long-term suspension. When an administrator is considering disciplinary action for off-campus activities, he/she may contact the Assistant Superintendent of Administrative Services for appropriate disciplinary action being considered.
- Depending on severity, may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and parent/guardian.

The degree of discipline to be imposed by each school official will be in proportion to the severity of the behavior of the student and will consider the students' discipline history, the age of the student and other relevant factors. All due process procedures required by state and federal law will be followed. In general, disciplinary actions may include, but not be limited to, warning, loss of privileges, isolations, or time-out, temporary removal from class or activity, notification of parents, parent conferences, detention, forfeiture of, in school suspension, out of school suspension (if available), assignment to the Transitional Academy, if applicable, or referral to a Disciplinary Hearing Tribunal, or Disciplinary Hearing Officer, for appropriate action, and/or expulsion. All principals are required to follow all reporting procedures as found in O.C.G.A. 20-2-984.2 and 20-2-1184 regardless of the age or grade level of the student.

OFFENSE NUMBER 36**REPEATED OFFENSES**

Behavior that repeatedly or chronically disrupts or disturbs the educational process, the orderly operation of school or school activities, school bus, etc., is prohibited. Prior to this charge being made, the student must be warned of possible consequences, a referral made to a school counselor and/or school social worker; the parent/guardians must be contacted about the misbehavior, be given the opportunity to observe their child in school and be given an opportunity to participate in the development of a student discipline correction plan.

CONSEQUENCE**SECONDARY 6 – 12**

- In school suspension of up to ten (10) school days, short term suspension, long term suspension, expulsion and/or recommendation for assignment to the Transitional Academy.

CONSEQUENCE**ELEMENTARY PK-5**

- Discretion of the principal. Penalty may range from detention to short term suspension

OFFENSE NUMBER 39**FALSIFICATION OF DOCUMENTS AND INFORMATION**

No student shall knowingly and willfully make false reports or statements whether orally or in writing; falsely accuse other students of wrong actions; falsely accuse school district employees of wrong action or inappropriate conduct; falsify school records; or forge signatures. No student shall make false calls to emergency services or report false fire alarms which create a potentially dangerous interruption to the normal school operation and to both the physical and emotional well-being of students and staff.

CONSEQUENCE**SECONDARY 6 – 12**

- Violations may result in short-term suspension, long-term suspension, expulsion and/or assignment to the Transitional Academy.

CONSEQUENCE**ELEMENTARY PK-5**

- Short term suspension

OFFENSE NUMBER 40**OTHER – NON-DISCIPLINARY INCIDENT**

(This code is used to enter any physical restraints in a school setting). When the incident type on a discipline log entry is entered as “40” it is accompanied by an action code of “95.”

OFFENSE NUMBER 41**GAMBLING**

Acts such as betting money or items on card games, dice games, the outcome of games or activities and/or possession of gambling materials or paraphernalia.

CONSEQUENCES**SECONDARY 6 – 12**

- Short-term suspension, long-term suspension, expulsion and/or recommendation to the Transitional Academy.
- Depending on severity, may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and the student’s parent/guardian.

CONSEQUENCES**ELEMENTARY PK-5**

- Discretion of the principal.
- Depending on severity, may be reported to the Assistant Superintendent of Administrative Services, the police, the district attorney, and parent/guardian.

OFFENSE NUMBER 42**ELECTRONIC SMOKING DEVICE**

The use of vapes, vaporizers, e-cigarettes, or other devices used to inhale vapor by means of an electronic or similar device (“vaping”) is harmful to the health of students and the good order of the School District and is a violation of this behavior code. In addition to the health risks, it is illegal for students under the age of eighteen to use or purchase vaping devices or to purchase vaping paraphernalia. Vaping involves the use of a purpose-made or homemade device (“vaping device”) that vaporizes liquids, oils or gels that may contain flavoring, nicotine, Cannabidiol (“CBD”) oil of varying concentrations, tetrahydrocannabinol (“THC”) oil of varying concentrations, or other substances that may or may not be legal to possess (“vape juice”). A vaping device is generally composed of a vaporizer, battery, reservoir for smoking oil, and a battery charger. By way of example and not as a limitation, vaping devices may be called vapes, Juuls, e-cigarettes, e-cigs, dab pens or other brand names. Vape juice is a slang term for the liquid, oil, or gel used by the vaporizer to create vapor. Vape juice may contain flavored juice, nicotine, CBD oil, or THC oil. The possession, use, distribution, or attempted distribution of a vaping device or vape juice on school property, on school buses, at school sponsored events, or while under school jurisdiction is prohibited.

CONSEQUENCES**SECONDARY 6 – 12**

- **1ST VIOLATION**
Out-of-school suspension for up to two (2) days and three (3) days in-school suspension
- **2ND VIOLATION**
Out-of-school suspension for up to five (5) days and up to five (5) days in-school suspension
- **3RD VIOLATION**
Out-of-school suspension for ten (10) days with recommendation for assignment to the Transitional Academy
- **4TH AND SUBSEQUENT VIOLATIONS**
Long-term suspension or expulsion

CONSEQUENCE**ELEMENTARY PK-5**

- Discretion of the building principal. Penalty may include long or short-term suspension or assignment to the Transitional Academy, based on the circumstances and age of the student.

In addition to the penalties already provided for in this Code of Conduct, bus infractions shall be handled in the following manner:

1st Referral to School Administration

The bus driver has already tried intervention strategies, called the parent and/or sent home a notification concerning a student's bus behavior. The administrator shall discuss or assign appropriate bus discipline, contact the parent, and on the referral, write future steps that shall be followed.

2nd Referral to School Administration

Students will receive a five (5) day bus suspension and be required to attend the Bus Safety Intervention Program with their parents. Students may not ride the bus again until they have attended the Bus Intervention Program with their parents.

3rd Referral to School Administration

Fifteen (15) day suspension from riding the bus.

4th Referral to School Administration

Thirty (30) day suspension from riding the bus.

5th Referral to School Administration

Removal from riding the bus for the remainder of the school year. This includes all Floyd County school buses.

Major Offenses

A major offense is defined as behavior beyond a driver's control. A major offense will result in automatic administrative referrals above and beyond the above process. The major offenses include but are not limited to a violation of any Student Behavior Code related to drugs, tobacco, substitute tobacco products, nicotine delivery systems, fighting, violence, weapons, explosives, throwing dangerous objects, or any other dangerous behavior.

A Bus Intervention Plan shall be used in dealing with matters related to bus transportation problems. This shall be provided to parents/students through a student handbook and Bus Behavior handout. In applying the bus conduct and safety rules to special education students, special education administrators should be consulted.

REPORTING PROCEDURES (APRIL 14, 2021)

The Floyd County School District's behavior code requires that the following actions be reported to the Floyd County Police Department, the District Attorney's Office, and the Assistant Superintendent of Administrative Services.

- 00 Continuation of Incident
- 01 Possession / Use / Influence of Alcohol (GA DOE Discipline Rubric Levels 1, 2, & 3)
- 02 Arson (Level 3)
- 03 Battery on Student / Staff (Level 3)
- 04 Burglary (B & E into School) (Level 3)
- 07 Possession / Sale / Dist. / Influence of Drugs (Level 3)
- 08 Fighting (Level 3)
- 09 Homicide
- 10 Kidnapping
- 11 Larceny / Theft
- 12 Motor Vehicle Theft
- 13 Armed Robbery
- 14 Sexual Battery
- 16 Sexual Offenses - Criminal (Level 3)
- 17 Threat / Intimidation of Staff / Student (Bomb Threat) (Level 2 & 3)
- 20 Vandalism (Level 3)
- 22 Possession / Use Weapon - Knife (Level 3)
- 23 Weapons Other Excludes Knife / Firearm (Level 3)
- 25 Weapons - Handgun
- 26 Weapons - Rifle / Shotgun
- 27 Serious Bodily Injury
- 28 Other - Firearms
- 34 Possession / Unapproved Items (Level 3)
- 35 Criminal Gang Related (Level 3) Three Students or More
- 44 Violence Against a Teacher

THE SCHOOL SAFETY ACT OF 1997

Requires Floyd County Superior Court and Floyd County Juvenile Court to notify us of any student 13-17 years of age who is convicted of a designated felony or a felony crime. This law also requires local school administrators to inform the student's teachers and provide them an opportunity to review information in the student's file. The information shall be kept confidential.

THE CHRONIC DISCIPLINARY STUDENT ACT

Requires the principal or designee to inform a student's parent/guardian by telephone and by either certified or statutory overnight delivery with return receipt requested or first-class mail when a student has been designated a chronic disciplinary problem. This

law also requires the principal to invite the parent/guardian to observe the student in class and to formulate a behavioral correction plan to be signed by the parent and student.

All employees are required to report suspected child abuse or neglect. Employees shall make such reports to their principal, school counselor, or system social worker. The building principal has the responsibility of ensuring that the necessary report is made to the Department of Family and Children Services.

Principals are required to report to the superintendent's office any accident or occurrence that results in an injury to students or staff. Principals should use the system reporting form designed for this purpose.

Georgia Code enables school officials to ask individuals loitering on the school premises, verbally insulting, or abusing public school teachers, administrators, or bus drivers, or using profane or vulgar language in the presence of minors to leave the school premises. Failure to comply will result in such a person being reported to the appropriate law enforcement agency.

THE JUVENILE JUSTICE REFORM ACT OF 1994

Requires any teacher or other person employed at an elementary or secondary school that has reasonable cause to believe that a student at that school has committed any prohibited act listed below upon school property or at any school function to immediately report the act and the name of the student to the principal.

Prohibited acts include the following:

- A. Aggravated assault with a firearm
- B. Aggravated battery
- C. Sexual offenses (rape, sodomy, solicitation of sodomy, aggravated sodomy, statutory rape, child molestation, aggravated child molestation, enticing a child for indecent purposes, public indecency, bestiality, necrophilia, prostitution, pimping, pandering, sexual battery, aggravated sexual battery)
- D. Carrying deadly weapons at public gatherings
- E. Carrying weapons at school functions or on school property or within the school safety zone
- F. Illegal possession of a pistol or revolver
- G. Possession, purchase, sale, manufacture or distribution of marijuana or other controlled substance

The principal shall make an oral report immediately by telephone to the Assistant Superintendent for Administrative Services. The principal will then make an oral report immediately by telephone to the appropriate police authority and the District Attorney's Office.

EXTRACURRICULAR CODE OF CONDUCT (MAY 13, 2021)

This Code of Conduct shall be used only for situations that cannot be addressed by JCDA-R.

A participant in extracurricular activities represents not only himself/herself but also the school, school system and the community. Since participation is a privilege, it is important that students and parents/guardians be aware of the rules and expectations. A violation of the Extracurricular Code of Conduct may result in the denial of the privilege to participate in a sport or activity. Students volunteering to participate must assume the responsibilities of this privilege and are required to meet expectations beyond those set for non-athletes and non-participants in extracurricular activities. Any student that quits one (1) extracurricular athletic team during the season will not be eligible to try out for or compete for any other extracurricular athletic team until the current season has been completed in its entirety".

TRAINING RULES

ATTENDANCE

Students must attend at least one-half of the school day in order to participate in any game, performance, practice, tryout, or conditioning unless a school administrator or designee approves the school absence.

PARTICIPATION

IN SCHOOL SUSPENSION (ISS)

Students who are assigned ISS may participate in practice, not contests on the day the ISS assignment has been satisfactory completed. In the event that the ISS assignment continues over student holidays, breaks or summer the student may participate in all practices and contests beginning with the first day school is not in session and continuing until school resumes.

OUT OF SCHOOL SUSPENSION (OSS)

Students assigned OSS are ineligible to participate in extracurricular activities until their suspension has been served and they have been allowed to return to school. This includes an OSS assignment that continues over breaks, holidays, or summer.

Any Student assigned to the Floyd County Transitional Academy is not allowed on any Floyd County School System facilities and is not allowed to participate in extracurricular activities until his/her assignment ends and he/she return to their assigned school.

TRAVEL

Floyd County Schools will provide transportation to and from all competitive interscholastic events. Students are expected to ride school transportation when provided. Any exceptions must be approved by an administrator, coach, or supervising teacher.

RULES OF CONDUCT

INFRACTIONS

The following infractions occurring on or off campus, during or after the school day, during or after the school year, may result in suspension or dismissal from extracurricular activities. Each case will be evaluated on an individual basis.

- a) Use, possession, distribution or being under the influence of illegal drugs or related paraphernalia, and the abuse of prescription or non-prescription drugs (maximum penalty required).
- b) Use, possession, distribution or being under the influence of alcohol or drugs.
- c) Theft or being in possession of stolen property.
- d) Vandalism of school property.
- e) Any offensive act, which in the opinion of coaches/sponsors/administration, reflects in a negative manner on the activities program at a Floyd County high school or middle school.
- f) Possession of a weapon or assault with a weapon. In such cases where there is an allegation of a violation, the principal may temporarily suspend a student for up to three (3) school days to conduct an investigation to determine the validity of the allegations (maximum penalty required).
- g) Repeated violations of school rules. Violations that have required a minimum of three (3) interventions in an effort to correct behavior.

CONSEQUENCES

FIRST OFFENSE

Minimum: Suspension from at least one (1) contest, event, or meeting for football;
Suspension from two (2) contests, events, or meetings for all others.

Maximum: Suspension for all of the current season (for athletics or performing groups) or school year (for club activities)

SECOND OFFENSE

Minimum: Suspension from two (2) or more games, contest, or meetings for football;
Suspension from four (4) or more games, contests, or meetings for all others

Maximum: Suspension for the season or the school year.

THIRD OFFENSE

Suspension from all athletics, clubs, or performing events for the remainder of the student's school career. (current)

Minimum: Suspension for the season or the school year.

Maximum: Permanent suspension for the student's school career.

SELF-REFERRAL

If a student seeks assistance from a coach, teacher, or school administrator for dealing with an alcohol, tobacco, vaping or drug use, there will be no denial of participation from contests. This is still considered a violation for the purpose of accumulation of violations.

REASONABLE CONDUCT

The Floyd County School System reserves the right to permanently dismiss a student from all extracurricular activities for the remainder of a student's school career for unreasonable conduct. Appeals in such cases can only be made to the Director of Student Services at the Floyd County Board of Education.

APPEALS PROCESS

- 1) A student may appeal a penalty assessment to the five (5) member Extracurricular Code of Conduct Council.
- 2) The principal shall convene the Council consisting of the athletic director, a certified teacher/coach from another sport or activity (selected by the student), another administrator, i.e., Assistant Principal, Teacher on Special Assignment, and a non-coaching teacher upon appeal.
- 3) The student will have the opportunity to discuss the circumstances concerning the incident before the council.
- 4) The decision of the council shall be given to the student through verbal and written communication.
- 5) The student or parent has the right to appeal the Council's decision and/or penalty assessment to the superintendent. Any appeal must be requested in writing within five (5) calendar days of the decision notification. The recommended penalty assessment will continue throughout the appeal process unless specified by the principal.

I have read and understand the Extracurricular Code of Conduct for Floyd County Schools.

Print Student's Name

Grade

Student's Signature

Date

Parent's Signature

Date

GENDER EQUITY IN SPORTS / TITLE IX (SEE POLICY IDFA)

The Floyd County Schools Board of Education ("Board") prohibits discrimination based on gender in its elementary and secondary school athletic programs. In accordance with the Georgia Equity in Sports Act, the Board shall undertake all reasonable efforts to provide equal athletic opportunities for members of both genders. The Board shall not participate in, sponsor, or provide coaching staff for interscholastic sports events which are conducted under the authority of, conducted under the rules of, or scheduled by any athletic association unless the charter, bylaws, or other governing documents of such athletic association comply with the Georgia Equity in Sports Acts.

The Board shall conduct an ongoing assessment of its athletic programs to determine whether there are equal athletic opportunities for members of both genders. If it is determined that there are not equal athletic opportunities for members of both genders, the school district shall conduct an athletic interest survey to determine student interest in various sports.

The Superintendent shall designate an individual, known as the sports equity coordinator, to coordinate compliance with the Georgia Equity in Sports Act. The Superintendent, at his or her discretion, may also designate school-level coordinators to assist the sports equity coordinator. The school system shall annually notify all its students of the name, office address, and office telephone number of the sports equity coordinator. Each school shall post in a conspicuous location a notice of nondiscrimination in sports based on gender.

The sports equity coordinator shall investigate any complaint received by the local school system alleging noncompliance with the Georgia Equity in Sports Act. Such investigation shall be in accordance with the grievance procedures for resolution of complaints regarding gender equity in sports, as adopted by the Board.

State Ref: State Board of Education Rule 160-5-1-.20, Gender Equity in Sports Legal Ref: O.C.G.A. §§20-2-315, 20-2-315, 20-2-316 (Georgia Equity in Sports Act); 20 U.S.C. § 1681, et. Seq. (Title IX of the Education Amendments of 1972)

GENDER EQUITY IN SPORTS-GRIEVANCE PROCEDURES

The Floyd County Schools Board of Education (“Board”) prohibits discrimination based on gender in its elementary and secondary school athletic programs, in accordance with the Georgia Equity in Sports Act. The following grievance procedures provide for prompt and equitable resolution of written student complaints, including those brought by a parent or guardian on behalf of his or her minor child who is a student, alleging any action which would be a violation of the Georgia Equity in Sports Act.

- ❖ The student, parent, or guardian shall submit a completed complaint form to the sports equity coordinator. The sports equity coordinator shall date stamp the complaint.
- 1. The sports equity coordinator shall take all reasonably necessary steps to ascertain the essential facts regarding the circumstances surrounding the complaint. The sports equity coordinator may obtain additional information from the complainant and/or other individuals that may have knowledge of the circumstances surrounding the alleged violation. The confidentiality of any information obtained shall be maintained in accordance with federal and state law and the school system’s policies on confidentiality of student and employee information.
- 2. The sports equity coordinator shall render a decision in writing no later than 30 calendar days after receipt of the complaint, and such decision shall set forth the essential facts and rationale for the decision.
- 3. A copy of such decision shall be provided to the complainant within five (5) calendar days of the date of the decision, either by certified mail or hand delivery to the address provided by the complainant on the complaint form.
- 4. A complainant shall have the right to appeal such decision to the Board within 35 calendar days of the date of the decision. The request for appeal shall be submitted by the complainant in writing to the Superintendent. The Superintendent’s office shall date-stamp the complaint.
- 5. The Board shall review all materials related to the matter and render a decision in writing no later than 30 calendar days or at the next regularly scheduled Board meeting after receipt of the appeal, whichever is later, and such decision shall set forth the essential facts and rationale for the decision.
- 6. A copy of such decision shall be provided to the complainant within five (5) calendar days of the date of the decision, either by certified mail or hand delivery to the address.
- 7. A complainant may appeal a decision of the Board to the State Board of Education in accordance with the procedures specified in O.C.G.A. § 20-2-1160.

ABSENCES

Current research confirms that regular school attendance is directly proportional to academic achievement and development of sound social and work habits. The Floyd County School System strongly supports efforts designed to encourage regular school attendance and subscribes to the Georgia State Board of Education’s definition of legally excused absences, as such definition may be amended from time to time by the State Board of Education.

STUDENTS MAY BE LEGALLY EXCUSED:

- ❖ Who are personally ill and whose attendance in school would endanger their health or the health of others;
- ❖ In whose immediate family there is serious illness or death which would reasonably necessitate absence from school;
- ❖ On special and recognized religious holidays observed by their faith;
- ❖ When mandated by order of governmental agencies;
- ❖ When prevented from attendance due to conditions rendering their attendance impossible to hazardous to their health or safety;
- ❖ Who are voting or registering as a voter (eighteen (18) years old – not to exceed one (1) day);
- ❖ A student whose parent or legal guardian is in military service in the U.S. armed forces or National Guard, and such parent has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting will be granted up to five (5) days of excused absences per school year to visit with his or her parent prior to the parent’s deployment or during parent’s leave;

- ❖ Any other absence not explicitly defined in this policy but deemed to have merit based on circumstances as determined by the school principal.

STUDENTS COUNTED PRESENT

Students shall be counted present under the following circumstances:

- ❖ When they are serving as pages of the Georgia General Assembly.
- ❖ A foster care student who attends court proceedings relating to his or her foster care shall be counted present and shall not be counted absent, either excused or unexcused, for any day or portion of a day missed from school.

The Local Board has established a method for handling student absences and excuses. These procedures are in accordance with the policies and regulations of the State Board of Education. Further, each school has developed procedures for admitting students who report to school or class late and for students who must leave school during the school day, including a method by which teachers will be informed as to whether the portion of the day missed is excused or unexcused. All late arrivals and early dismissals must be cleared through the office of the principal or the principal's designee.

Policies and Procedures to Reduce Unexcused Absences: Notification

At the time of enrollment of a student, the school shall provide to the parent, guardian, or other person who has control or charge of the student to be enrolled, a written summary of possible consequences and penalties for failing to comply with the Board's attendance policy and State compulsory attendance laws. The parent, guardian, or person who has control or charge of the student will be asked to sign a statement indicating receipt of such written statement of possible consequences and penalties in addition, students age ten (10) or older by September 1st will be asked to sign a statement indicating receipt of the written statement of possible consequences for non-compliance with the Board's attendance policy. If the school cannot obtain such signatures after two (2) reasonable attempts, the school will send a copy of the summary of possible consequences and penalties to the parent, guardian, or other person in control or charge of the student at their address of record by first-class mail.

Prior to commencing any judicial proceedings to impose a penalty on the parent for failing to comply with the compulsory attendance laws, the school system will make two (2) reasonable attempts to notify the parent, guardian, or other person who has control or charge of a student (hereinafter referred to as "parent") when the student has five (5) unexcused absences in any academic school year. Such notification will include a statement that each subsequent absence will constitute a separate offense. After two (2) reasonable attempts to notify the parent, the school system will send written notice by certified mail return receipt requested. Such notice will be sent.

COMPULSORY SCHOOL ATTENDANCE

Georgia's compulsory attendance law requires that every parent, guardian, or other person residing within the State having control or charge of any child or children between their sixth and sixteenth birthdays shall enroll and send such child or children to a State approved education program. O.C.G.A. §20-2-690.1)

EXCUSED ABSENCES

- ❖ **Parent / Guardian notes will be accepted within three (3) days of a student's return to school.**
- ❖ **Parent / Guardian notes will be accepted for a maximum of five (5) absences.**
- ❖ **Absences beyond five (5) days require medical notes or other acceptable documentation.**

POSITIVE BENEFITS OF SCHOOL ATTENDANCE

- ❖ **The student becomes a part of the educational and social learning process.**
- ❖ **The student will have the opportunity to develop his / her own areas of interest for life skills.**
- ❖ **The student will be provided opportunities to make career choices.**

CONSEQUENCES OF FAILURE TO COMPLY WITH THE COMPULSORY ATTENDANCE LAW

- ❖ The student becomes deficient in developing life-long learning skills.
- ❖ The student may be referred to the Rome City / Floyd County Truancy Treatment Team to assist the family in developing a plan to comply with the compulsory attendance law.
- ❖ The student is subject to failure or loss of school credit.
- ❖ The student’s driver’s license or permit can be revoked or suspended.

PENALTIES FOR FAILURE TO COMPLY WITH THE COMPULSORY ATTENDANCE LAW MAY INCLUDE

- ❖ The student and parents / guardians may be referred to the Floyd County Division of Family and Children Services (DFCS) on the grounds of educational neglect.
- ❖ The student and parents / guardians may be referred to Floyd County Juvenile Court for truancy.
- ❖ The parents / guardians may be subject to fines (\$25.00 to \$100.00), imprisonment (maximum 30 days), and / or community service for each day absent, if found to be in violation.

FLOYD COUNTY SCHOOL’S ATTENDANCE POLICY CAN BE FOUND IN THE BOARD’S POLICIES AT: www.floydboe.net.

By signing I agree that I have received the foregoing:

Child’s Name (if age 10 or older) PLEASE PRINT

Child’s Signature (if age 10 or older)

Parent’s Name PLEASE PRINT

Parent’s Signature

Date