



**CUMBERLAND COUNTY
PANTHER ACADEMY**

*Student
Handbook*

2024-2025



APPROVED JUNE 2024

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FOREWORD

This handbook is written in order to familiarize students, teachers, and parents with the regulations and organization of the Cumberland School District and in the Panther Academy program. This handbook should be of special help to all students. In it is found vital information concerning our Panther Academy Program.

We hope this handbook will contribute to a better understanding and appreciation of our educational program. Information found in this handbook has been approved by the Cumberland County School District and board policy.

MISSION STATEMENT

The mission of the Panther Academy Program is to promote academic success, modify behavior, and facilitate employability and functional skills attainment, as well as to support career and character education development in an environment that differs from the traditional school setting and offers a more conducive setting for learning. Through ongoing direct instruction, guidance and monitoring, students will be provided support with the goal of returning the student to a comprehensive school environment with the necessary abilities to function therein.

PROGRAM DESCRIPTION GENERAL OVERVIEW

The Cumberland County Panther Academy Program was designed to create positive alternatives for students who were having problems in the public program system. The program will operate in conjunction with the local program systems, juvenile court, department of juvenile justice and department of social services who will provide referrals for students who have presented a lack of social skills and/or behavioral or truancy problems. We offer an innovative approach to education. We hope to equip the student with the capabilities to improve and develop their personal academic and professional growth. The target population will include adolescents between the ages of 12 and 18 and their families.

This is an approved program offering a full program of intensive training. The purpose of the program will be to enable students to return to public school educational programs to obtain their high school diploma.

The Cumberland County Panther Academy Program includes:

- Comprehensive services for youth with an emphasis on the student's needs and goals in behavior and attendance
- Individual plans of education for every student and continued implementation of Individual Education Plans for Special Education students
- Curriculum centered around Kentucky's core curriculum framework
- Vocational and employment preparation
- Individual and group counseling centering on self-concept, values, decision making, goal setting, anger management, substance abuse, social skills, parenting, life skills, conflict resolution, recreational activities, critical thinking, and cognitive behavior management
- Training in independent and community living skills
- A wide variety of support to young people and their families
- Transitional services

STAFF

All program staff are certified in their fields of expertise and are highly trained professionals. Each employee has been carefully selected with close attention given to experience and a strong commitment to work with young people and their families.

The staff consists of the following:

- One Teacher Coordinator
- One Teacher Aide
- One Therapist/Counselor

In the classroom, the staff student ratio will not exceed 1:6.

CALENDAR

The Cumberland County Panther Academy Program will operate according to the school calendar. Cumberland County Panther Academy will run on the same snow day schedule and make up days as Cumberland County School System.

LUNCH & BREAKFAST

Lunch and Breakfast will be provided each day.

SCHEDULE

See appendix B for class schedule.

ADMISSION ELIGIBILITY

All students are placed in The Cumberland County Panther Academy Program upon referral from their school or other district administrator to the District Discipline Committee, Parent, the juvenile court, the department of juvenile justice or the Division of Community Based Services. Placement occurs due to difficulties a student may have experienced in a program, at home, in the community or due to involvement with law enforcement agencies. Each placement is reviewed by the staff, and the student's needs and strengths are discussed. The staff uses information from the referral school, student self-evaluations, parental evaluations, observations and assessments to create an individual plan for each student.

Goals include the specific academic, social-emotional, behavioral, and vocational needs of each student, the interventions necessary to address the students' needs, a timeline for meeting the treatment plan goals, and plans for assessing the student's progress. Student progress will be reviewed and reported every nine weeks to the review team.

School districts shall establish, maintain and operate, in connection with the regular programs of the school district, a Panther Academy program or behavior modification program for, but not limited to, the following categories of compulsory school aged students:

- Any compulsory school age child who has been suspended for more than ten (10) days or expelled from school, except for any student expelled for possession of a weapon or other felonious conduct;
- Any compulsory school age child is referred to such an alternative school based upon a documented need for placement in the alternative school program by the parent, legal guardian or custodian of such child due to disciplinary problems.
- Any compulsory school age child is referred to such an alternative school program by the dispositive order of a chancellor or youth court judge, with the consent of the superintendent of the child's school district.
- Any compulsory school age child whose presence in the classroom, in the determination of the school superintendent or principal, is a disruption to the educational environment of the school or a detriment to the best interest and welfare of the students and teacher of such class as a whole.

TRANSITION FROM ALTERNATIVE EDUCATION TO TRADITIONAL SETTING

A student's exit should be contingent upon regular attendance, achieving and exhibiting appropriate behavior, and academic progress during his/her assignment in the alternative program. An evaluation by the Panther Academy education staff of the student's behavior, attendance, and academic progress should be performed prior to returning a student to their home school. If the student's behavior, academic progress, or attendance has been unsatisfactory, the student should remain in the Panther Academy education setting until more favorable progress can be achieved.

*****Examples of placement behavior and estimated placement times are listed in Appendix A at the end of the handbook.**

The following criteria shall be used in evaluating a request for the early return of a student:

1. Completion of class material and program progression.
2. Active participation in POINTS INITIATIVE.
3. Students achieve and maintain the highest level of behavioral incentive system as implemented by the CCPAP coordinators.
4. Whether a change in IEP is recommended or necessary.
5. Recommendation of the CCPAP coordinator and counselor.
6. The nature of the offense committed by the student which resulted in the placement of the student in the Cumberland County Panther Academy Program.

Students who do not meet the criteria for early return will complete the time assigned by the disciplinary review committee.

***Addendum: students that repeat CCPAP may/will not be eligible for the early release option within the same school year.**

A student may be discharged, suspended or have legal charges filed against them as a result of violation of program guidelines or violation of the district code of acceptable behavior and discipline. These include continual sleeping,

fighting, cursing, abuse of teacher either by verbal or physical, possession of contraband, destruction of program property, or theft.

PARTICIPATION

Student cooperation, participation, and commitment will result in privileges. Disruptive behavior will result in loss of privileges. Continued disruptive behavior may result in a court appearance and dismissal from the program.

Rules for students while placed at the Panther Academy Program or other alternative setting:

- Students are not allowed on any school property for after school and extracurricular functions nor at any school event/function including, but not limited to: Ball Games (home and away), field trips, band trips, band functions (away and home), academic team (home and away), all sport functions (home and away), club functions (home and away), programs, community functions held on school property, etc.
- Students are required to abide by the CCPAP Dress Code.
- Transportation will be provided for students while placed at the CCPAP or other alternative setting. **They will be required to set on the front seat.** If they violate any rules their riding privileges will be terminated for the remainder of their placement. **Students are allowed to drive and are required to park in the front side parking lot at CCPA.**
- **Students are required to enroll in Counseling Services while attending the CCPA or placed at an alternative setting for educational services. They can use the District or Adanta provides services under contract with Cumberland County Schools.**

EXPECTED STUDENT BEHAVIORS & POSSIBLE CONSEQUENCES

Program Rules are:

1. Stay on Task and complete all class assignments.
2. Follow all directions and rules.
3. Use appropriate language.
4. Respect self/others and all staff/instructors.

5. Be a positive influence at all times.

If you have any questions about what these rules mean, please ask. You will be held responsible for these rules immediately upon entering the program.

Other expectations and/or consequences students should remain aware of include:

- Students must be within sight of staff during all activities.
 - Students are expected to follow all rules and directions given by staff.
 - Consequences for serious behavior problems may include expulsion from Cumberland County Alternative Education Program. Any injury done to others may result in a Juvenile Court Petition.
 - **Students are not allowed to attend school events (ball games, dances, Family Learning Nights, etc.) while placed at the AEP or during any suspension/expulsion.**
 - A student may be asked to move to another room to work apart from the others to calm down if the student is disrupting the class.
 - Individual behavior programs may be written for students who have behavior problems. This will be done on an individual basis with clear expectations, rewards, and consequences. Progress will be monitored and reviewed by staff.
 - There are two types of situations in which a staff member may find it necessary to physically restrain a student.
 1. Student's behavior is out of control to the point that he/she is being harmful to himself/herself, or others.
 2. Students are destroying property.
- ***Staff are trained and experienced in a type of physical restraint that is designed not to injure any parties involved.
- Fighting may result in referral to juvenile court and dismissal from the program.

HYGIENE, GROOMING, AND UNIFORMS

The program will be asking students to wear uniforms/appropriate clothing to program every day. Until then, and after that time, the following dress code will be enforced:

- Pants or knee length skirts only.
- No holey/torn clothing.
- Boys must wear shirts that can be tucked in at all times. Pants must be worn at the waist and with a belt.
- All jewelry except watches should be left at home or will be held by staff for the day.

- Tennis shoes, boots or full shoes only. No sandals, flip flops, platforms or pumps. Tennis shoes must be solid white or black and have no markings on them. Markings will be covered up with masking tape.
- Girls may wear t-shirts, blouses or collared shirts only that don't swag at the neck.
- No bandanas, ball caps, etc. Just shirt, pants/skirt, shoes, socks and belt.
- Jackets are permitted but will be collected during searches and held in a locked closet throughout the day. If a student is cool in the classroom, s/he may wear a plain sweatshirt or sweater.

STUDENT RIGHTS

This is a copy of your rights as a student. A copy will be available to you at any time and will be posted in various areas of the program building

The staff is committed to supporting and protecting your fundamental human, civil, and constitutional rights. The following information describes these rights. If you have questions, or have trouble reading or understanding them, they will be explained to you in language or terms you can understand.

1. Enrollment and all services will be provided impartially. That is, free of discrimination by race, religion, sex, age, handicap, or source of financial support.
2. Your personal dignity will be recognized and respected at all times.
3. You will have a treatment plan designed especially for your goals and objectives and the type of special help you will receive including what is expected for you to complete the program and what special assistance may be needed after that.
4. There will be an adequate number of staff working with you on this plan and they will be competent, qualified, and experienced in doing their jobs.
5. The plan will see that you are served in the least restrictive setting possible.
6. The plan will be reviewed every month and updated as needed.
7. Everyone will receive the best help we can provide.
8. You may request that the staff review your plan as part of the review procedure, or you may request the opinion of a consultant, at your or your family's expense.
9. Information, records, and reports regarding your enrollment are confidential and may be viewed only by appropriate program staff. Unless required by law or the court, no one may have this information or see your records unless you or your parent or guardian gives written permission.
10. You will have activities and procedures explained to you.
11. Specific informed consent must be given for participation in research projects. Refusals will not compromise your access to program services.

12. Signed releases will be obtained regarding the present or future use and disposition of products of special observation and audio-visual techniques, such as one-way mirrors, tape recorders, video-tapes, movies, photographs, etc.
13. You may file a formal grievance or complaint, in writing or verbally, with the administrator. The administrator is then responsible for a thorough investigation, and any necessary action will be communicated back to you.
14. Your counselor will explain any special rules that apply to your conduct.
15. You will be required to help with personal housekeeping without compensation.

Any other work done for the program will be part of your individual plan, done voluntarily, with appropriate wages provided, and in compliance with local, state, and federal laws and regulations.

SEARCHES

Searches are done each morning upon arrival and will consist of the use of a handheld metal detector and/or a brief and appropriate pat-down by a same-sex staff. Other staff will always be present while searches are being conducted. Students will also be asked to turn their pockets inside out. **Searches based on reasonable cause will be conducted as needed.**

ATTENDANCE

Program hours are from 7:30 AM to 2:40 PM. All students are expected to attend program daily and to be on time for classes in order to receive maximum benefits from the program. Students who have good attendance records generally achieve higher grades, enjoy the program more, and are much more employable after leaving the program.

Excused absences include the following:

- Personal illness (with note from physician and/or parent)
- Death in immediate family
- Clinics, medical or dental appointments (please attempt to schedule after program hours)
- Scheduled appointments with agency personnel

A note explaining any absence from the program is expected. If a student is going to be out of the program for personal reasons, advance arrangements should be made. Class work may be done ahead of time, during the absence, or after the absence. It is the parent's responsibility to verify all student absences by note or telephone by

9:00am of the day the student is absent. The program discourages students from staying out of program for pleasure outings or baby-sitting activities. Habitual absences/tardies will be reported to the juvenile court and may result in termination from the program.

If a student arrives at program late, a parent/guardian must come inside to sign the student in.

In reference to points, absences will be handled accordingly:

- Unexcused Absence- zero points earned for the day this includes suspensions which are unexcused.
- Excused Absences- average number of points from the remainder of days in attendance for that week.
- Unexcused Tardy- points deducted according to time absent.

SICK POLICY

Students' parents should call in by 9:00 am when the student is not coming to the program. We will attempt to contact the parent, but we cannot guarantee that we will be able to reach the family each time a student is out.

To have an absence excused when the student is sick, the student must have a note from a physician and/or parent. Once they reach 10 doctor excuses and beyond, they must turn in the medical excuse form

If a student becomes ill at the program, the student's family will be contacted and will need to promptly provide the student with transportation home.

IN REGARD TO OUR POINT SYSTEM, IF WE DO NOT RECEIVE A NOTE BY ARRIVAL TO PROGRAM THE NEXT DAY, THIS WILL BE COUNTED AS AN UNEXCUSED ABSENCE AND THE STUDENT WILL NOT BE ABLE TO EARN ANY POINTS FOR THE DAY THEY MISSED

MEDICATION

No medication will be administered unless there is signed medication form by the parent/doctor, and it is in an approved pharmacy bottle or package having: 1) the student's full name; 2) the amount of medication to be taken, 3) the time the medication is to be taken; and 4) the method by which it is to be taken.

Anytime there is a change in any of the above mentioned, a new physician's statement is required to be on file. The medication will be administered by school nurse or trained staff.

THE POINT SYSTEM

The Point System is designed to modify a student's behavior in response to the program's program. It is used to give students clear behavioral expectations and guidelines and to provide incentives for appropriate behavior. A student's progress through the point system primarily reflects all of our efforts to provide appropriate instructional services to each student. Although the system incorporates certain incentives and restrictions, it is not designed to be, nor is it effective as, a major means of modifying a student's behavior.

Points are always EARNED. A maximum of 125 points per day can be earned. Points are awarded in order to provide feedback about student behavior and to provide an incentive for students to display appropriate program behavior. Points may be earned in various areas each class period. Categories of behaviors that earn points are:

- Task Completion
- Program Behavior
- Personal Goal

Points are earned throughout each class and treatment period, during lunch, breaks, etc. Points earned are documented daily by staff on the students' point sheets. Points are totaled weekly from Friday to Thursday. Students must earn a total of 400 points each week to be eligible for the end of week special goal activity.

ACTIVITY GOAL / GOAL TRIP

A weekly reward will be held on Fridays for students who earn 400 points for that week. Qualifying students are invited to participate in an activity; however, they may choose to attend regular classes.

TELEPHONE USE

Personal phone calls are not permitted at any time. If phone use is necessary, approval must be given by the assigned staff/counselor or coordinator. Parents may contact the program between the hours of 7:35am and 2:45pm.

VISITORS

All visits will be arranged through staff. Other than current students and staff, no one is to go beyond the administrative area.

FIRST AID

Any injuries occurring at the program must be reported immediately to a program staff member. First Aid can be obtained for minor scrapes and cuts. In the event that a student is more seriously injured or becomes ill, the parent or care provider will be notified. In non-emergencies the parent or care provider will be requested to come to program to get the student. In case of an emergency the parent will be notified and informed as to what action has been taken.

Every student enrolled in our program must have a signed, current emergency medical authorization sheet and emergency data sheet on file.

EMERGENCY CONTROL PLAN

In the unlikely event of a fire emergency, students need to be aware of all exits. Each classroom has a map posted in which the shortest route is highlighted. Students should evacuate the building calmly and report to the assigned area. Roll will be taken. When students hear the "All clear" signal, they may reenter the building. Fire / Tornado drills will be held periodically.

Proper hygiene is expected at all times. Students who are not using proper hygiene habits will be spoken to in a discreet manner by their therapist and will be expected to begin showing proper hygiene.

POSSESSIONS

As discussed earlier, students will be searched each morning upon arrival to program. Students may also be subject to searches based on individualized suspicion for the safety of both staff and other students.

Students should not bring any contraband to the program. Contraband includes but is not limited to weapons, drugs, and alcohol. Possession of weapons, drugs or alcohol will result in notification of the appropriate authorities and referral to Juvenile Court.

Students will refrain from bringing personal items such as Cell Phones, radios, tapes, CD's, large amounts of money, tobacco products, pagers, and bags. If students bring such items, the items will be held in a secured locker until the end of the day by staff.

Staff is not responsible for missing or stolen items belonging to students. It is recommended that the student not bring valuables or large amounts of money to program.

Personal items are not to be loaned, traded, or sold between students during the program day or on Panther Academy School property.

HARASSMENT/BULLYING

Cumberland County Panther Academy Program prohibits the unlawful sexual harassment or bullying of any student by any other student, or other persons within program.

Prohibited sexual harassment includes, but is not limited to; unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature.

Program staff will discuss this policy with the students in an age-appropriate manner and will assure them that they need not endure any form of sexual harassment or bullying from staff or other students.

VAN / BUS RULES

Students are expected to conduct themselves in a positive, safe manner at all times. In general, students are to stay seated, limit conversation to normal speaking level (no shouting, screaming, or yelling), respect each other, and follow all directions of the driver and transportation aide. The following guidelines are for every student being transported on the van/bus and are in effect at all times.

*****Students in the Panther Academy Program will ride on the front seats at all times while placed in the program.**

- The student will not make gestures with hands, or yell out of the window of the van/bus.
- The driver and aides will report to the program administrator any misbehavior and/or exceptionally good behavior.
- Students having particular problems on the van/bus will be placed on a behavioral contract. These contracts will outline positive and negative consequences for behavior on the van/bus. The driver is in full charge. Students shall obey the driver and /or transportation aide.

- No knives or sharp objects of any kind are allowed. Firearms, pets, or other living animals, or anything that is designated to be used as a weapon will not be allowed.
- Seat belts, when available (i.e., the van), will be worn at all times.
- Any complaints of drivers, students or parents, not specified in these regulations shall be reported promptly to the program administrator.
- Should the conduct of the pupil on the van/bus endanger the lives of other people and the offending student will not cease such conduct when asked to do so, with permission of the administrator, the student and parents may be required to provide his/her own transportation.
- **NO EATING OR DRINKING IS ALLOWED ON THE VAN/BUS.**

BUILDING RULES

Each student is responsible for keeping classrooms and eating areas neat by picking up after himself/herself and respecting the program property. During the last 10/20 minutes of the program day, each class is responsible for cleaning an assigned area.

The outside of the building, including the parking lot, is also our responsibility. Students may not throw trash on the ground.

Students must arrive and leave the grounds in an orderly manner, without yelling, in respect for the program.

Students must enter and exit through the main entrance and may not leave the building until the end of daily classes. We maintain an open door policy. This means we will not pursue a student who leaves the program without permission. We will, however, immediately notify the parents of the student and the police if a student leaves before departure time.

Property damage will result in one or more of the following:

- Paying or working off the cost of the damage.
- Juvenile Court Petition.
- Dismissal from the program.

Stealing of property will result in returning, replacing, or working off the value of the stolen item. It may also result in law enforcement intervention.

No foods or drinks are allowed in the classrooms unless it is break time or lunch. Absolutely no food or drinks around computers.

Tampering with the fire alarm system and fire extinguishers will result in referral to juvenile court.

STUDENT MOVEMENT

Students will move in groups, in a straight line, arm's length apart and with hands in pockets at all times in the building. At the beginning of every transition from one room or activity to another, the students will be asked, one-by-one, to line up in a single file line. Once all students are in line, the proper distance apart, with hands in pockets and silent, movement will begin. Any time lost waiting for students to cooperate with this procedure will be taken off of students' free time and/or breaks.

STUDENT STATEMENT OF UNDERSTANDING

Please sign the Student Statement of Understand located in Appendix C and return.

NOTICE OF NON - DISCRIMINATION

All programs administered by Cumberland County Board of Education, Inc. are administered by law without regard for race, creed, color, religion, national origin, sex, handicap, or marital status. Special arrangements will be made upon request to serve those persons handicapped to the extent that coming into the office presents a hardship. Our office provides specially marked parking for the handicapped and the building meets all federal requirements relating to access for the handicapped.

PARENT/GUARDIAN NOTE

Dear Parents / Guardians:

We hope you and your child will find this program time a memorable and exciting one.

Cumberland County Panther Academy program offers a complete education program for school age students 12 - 18 years of age. The curriculum provides for your child's social and emotional needs as well as for his/her intellectual and transitional development. The program seeks to develop each student's capacities for communication, social skills, academic learning and other critical skills necessary for successful living.

We ask that you assist us by:

- Communicating with the program as often as you wish by phone or in person
- Helping us monitor your child's progress at home
- Ensuring that your child is in regular attendance and on time
- Informing the program of any changes in home address or phone numbers
- Reinforcing and supporting program rules and policies with your child

We recognize that our ability to offer a positive and successful environment for your child depends in large part on your support and participation. Please let us know how we can best assist and support you in your efforts to get your child "back on track." In turn, we are committed to keeping you up-to-the-minute on your child's progress at Cumberland County Panther Academy. This means we won't just be calling with bad news; we'll call with the good news, too! You will receive a communication note weekly and report cards every nine weeks. If at any time you feel you need a conference, please do not hesitate to call. The more involved you are with the Cumberland County Alternative Education program, and the more you can reinforce your child's academic and behavioral progress at home, the more successful we will all be.

It is our sincere hope that this will be one of the most fulfilling times in your child's career. Let's make the most of it . . . together.

Sincerely,

Mr. Eric Branham
CCPAP Coordinator

Appendix A

Time Requirement Spent in Alternative Placement Based on Incident

Below is a list of offenses that may/can require an Alternative placement based on the severity of the issue. Out beside each issue is a recommended time frame that the student will be placed determined by the severity of the issue based on if it is a first, second or more offense the student is being placed in the Panther Academy for.

Students that are place in Tier #3 for a first offense will have the chance to request a reevaluation for early out based on time spent and progress while placed in the program. A student reevaluation request cannot be approved until at least 2/3 of the time is spent, behavior has improved, met all required course requirements and the Panther Academy staff approve.

Tier #4 students will be required to pull the entire time for the offense placed.

Students that are placed in the Panther Academy for a second Tier 3 offense cannot request a reevaluation for early out and will be required to spend the full time in the Panther Academy.

Students that are caught in another incident while placed in the Panther Academy will be required to pull the time for the first and the second offense in conjunction with each other. They will not have the opportunity for a reevaluation request for early out.

Placement for each Tier #3 offenses will be based on or after due process of the schools.

Tier 3 - Panther Academy placement offenses based on severity of issue:

Fighting	Sexual Harassment	Vandalism
Stealing	Threats to Students or Staff	Hazing
Vulgar/Abusive Language	Skipping School	Verbal Assault
Intimidating Acts	Bullying	Fireworks
Inciting others to violence, Including Social Media or Technology		Disrespect
Repeated Misbehavior Issues	Sexual Misconduct	

Tier 4 – Offenses that can or will be Automatic Placement:

Extortion	Threat using Physical Assault	Vandalism/Property
Theft/Possession of Stolen Property	Weapon Possession	Pornography
Gambling	Gang Behavior	Arson

Bomb Threat/False Alarms

Drugs

Alcohol

Tier #3 Offenses that can lead to placement in the Panther Academy based on severity.				
Incident/Offense After School has Expended all resources	1st Offense Alternative Placement	2ND Offense Alternative Placement	3RD Offense Alternative Placement	4th Offense Alternative Placement
Fighting	9 Weeks	12 Weeks	18 Weeks	27 Weeks
Vandalism	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Threats	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Disrespect	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Stealing	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Sexual Harassment	9 Weeks	12 Weeks	18 Weeks	27 Weeks
Hazing	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Abusive Language	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Skipping School	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Sexual Misconduct	9 Weeks	12 Weeks	18 Weeks	27 Weeks
Verbal Assault	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Intimidating Acts	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Bulling	9 Weeks	12 Weeks	18 Weeks	27 Weeks
Fireworks	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Inciting Others to Violence	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Repeated Misbehavior	6 Weeks	9 Weeks	12 Weeks	18 Weeks
Tier #4 Offences that can require automatic placement in the Panther Academy.				
Incident/Offence	1st Offense Alternative Placement	2ND Offense Alternative Placement	3RD Offense Alternative Placement	4th Offense Alternative Placement
Extortion	9 Weeks	12 Weeks	18 Weeks	36 Weeks
Theft	9 Weeks	12 Weeks	18 Weeks	36 Weeks
Arson	18 Weeks	27 Weeks	36 Weeks	Indefinite
Alcohol	9 Weeks	12 Weeks	18 Weeks	36 Weeks

Weapon/Based on the severity of the charge	18 Weeks/ Indefinite	Indefinite	Indefinite	Indefinite
Pornography	9 Weeks	12 Weeks	18 Weeks	27 Weeks
Tier #4 Continued:				
Incident/Offense	1st Offense Alternative Placement	2nd Offense Alternative Placement	3rd Offense Alternative Placement	4th Offense Alternative Placement
Bullying	12 Weeks	18 Weeks	27 Weeks	36 Weeks
Gambling	9 Weeks	12 Weeks	18 Weeks	27 Weeks
Gang Behavior	9 Weeks	12 Weeks	18 Weeks	27 Weeks
False Alarms/Bomb Threats	18 Weeks Based on Severity of Threat	27 Weeks Based on Severity of Threat	36 Weeks Based on Severity of Threat	Indefinite
Drugs	12 Weeks	18 Weeks	27 Weeks	36 Weeks
Vandalism/ Destruction of Property	9 Weeks	12 Weeks	18 Weeks	27 Weeks
Physical Threats Towards Staff or Students	12 Weeks	18 Weeks	27 Weeks	36 Weeks

Note: Repeat Misbehavior examples are listed below that could merit Panther Academy placement once school due process is exhausted.

Repeatedly will not do the required class work

Repeated absence from school (Truancy)

Repeated incidents with tobacco use

Repeated incidents with Vaping

Repeatedly disrupting the class or event

Appendix B

AEP Daily Point Sheet														
NAME:														
Date	Banner	Last day running total Points	School Attendance/ no tardiness 5 Points	Breakfast behavior 5 Points	Bathroom break behavior 5 Points	Group 15 Points	Lunch 5 Points	Classroom behavior 25 Points	Completed Assignments (no overdue dates) 20 Points	Desk/ Workstation clean 5 Points	Day's Overall Behavior 25 Points	No Dozing/ Sleeping 15 Points	Daily Points Total	Running Points Total
Notes:														

Appendix C

Panther Academy Program Schedule

<u>7:00 – 7:30</u>	<u>Arrival (PAP students report to Front door)</u>
<u>7:15 – 7:30</u>	<u>Breakfast (bathroom break)</u>
<u>7:35 – 9:00</u>	<u>Academics I</u>
<u>9:00 – 9:30</u>	<u>Group</u>
<u>9:35 – 9:45</u>	<u>Bathroom Break</u>
<u>9:45 – 11:00</u>	<u>Academics II</u>
<u>11:00 – 11:20</u>	<u>Lunch</u>
<u>11:20 – 11:30</u>	<u>Bathroom Break</u>
<u>11:30 – 1:50</u>	<u>Academics III</u>
<u>1:50 – 2:00</u>	<u>Clean Up/Bathroom Break</u>
<u>2:00 – 2:30</u>	<u>Daily Good Behavior Activity</u>
<u>2:30 – 2:40</u>	<u>Dismissal</u>

***Individual Sessions will be as needed**

Appendix D

STUDENT HANDBOOK SIGNATURE SHEET

I, _____, HAVE READ AND UNDERSTAND

Print student name

THE CUMBERLAND COUNTY PANTHER ACADEMY PROGRAM STUDENT HANDBOOK. WHEN I DID NOT UNDERSTAND SOMETHING IN THIS HANDBOOK, I ASKED ABOUT IT AND RECEIVED AN ANSWER THAT I DID UNDERSTAND. I UNDERSTAND THAT BY SIGNING THIS SHEET I AM SAYING THAT NOT ONLY DO I UNDERSTAND THIS HANDBOOK, I AM COMMITTED TO FOLLOWING THE RULES AND GUIDELINES WITHIN IT.

Student signature

date

I, _____, HAVE READ AND UNDERSTAND THE

Print parent / guardian name

CUMBERLAND COUNTY PANTHER ACADEMY PROGRAM STUDENT HANDBOOK. WHEN I DID NOT UNDERSTAND SOMETHING IN THIS HANDBOOK, I ASKED ABOUT IT AND RECEIVED AN ANSWER THAT I DID UNDERSTAND. I UNDERSTAND THAT BY SIGNING THIS SHEET, I AM SAYING THAT NOT ONLY DO I UNDERSTAND THIS HANDBOOK, I AM COMMITTED TO HELPING MY CHILD FOLLOW ALL OF THE RULES AND GUIDELINES WITHIN IT.

Parent / guardian signature

date

Intake staff signature

printed name

date

Cumberland County Panther Academy Program

Student Handbook for 2024-25 SY