Agenda Request Form

Meeting Date	Agenda Item Number
July 16, 2020	C-2

Title

Technical Modifications to School Board Policies (42)- - on Final Reading

Requested Action

School Board Consideration of Superintendent's Recommendation for Approval of Technical Modifications to School Board Policies (42)- - on Final Reading

Summary Explanation and Background

As part of this year's Policy review process, School Board Members have been involved in a comprehensive update of Policies in the A (School District Organization) and B (School Board Operations) sections of the School Board Policy Manual. As a result of that update and staff and legal review of School Board Policies to ensure continued alignment with State and Federal Laws/regulations, the attached technical modifications to School Board Policies AD, BBBB, BHA, BHB, CD, CEA, CEE, CEH, CGE, CGPE, CN, DL, EDDA, FDB, FDBA, FDBD, FDC, FEAB, FG, FGB, FGCB, FGDAB, IA, IDCF, IDCH, IDFA, IKD, JBC(2), JBCC, JCDAA, JD, JGA-EDB, JGC, JGCC, JGF, JHCB, JK, KB, KBCA, LA, LEBA and ML are recommended by the Superintendent for School Board approval on final reading.

Priority Area

Organizational and Operational Effectiveness

Financial Impact

N/A

Exhibits: (List)

Policies (42)

Source of Additional Information

Dr. Brian V. Hightower, Superintendent of Schools	770.479.1871
Mike McGowan, Chief of Staff	770.479.1871
Tom Roach, School Board Attorney	770.479.1406

I. Authority of the School Board to establish Attendance Areas

School attendance areas will be established by the School Board and may be changed as the population conditions warrant or capacities of buildings require adjustment of student loads.

School attendance areas will be shown on an official map adopted by the School Board on file in the Office of the Superintendent and available for public inspection.

II. Mitigating a Change in Attendance Areas

When School Board action results in changing attendance areas due to the opening of a new school, students affected by the change who will be rising twelfth graders ~~shall~~ will be given the opportunity to continue to attend the school in which they are presently enrolled. These students will have the same rights and privileges afforded all other students.

Students affected by the change who will be 9th, 10th or 11th graders must attend the high school in their attendance area assigned by the School Board with the following exceptions:

A. Hardship cases.

B. Cases where students would desire a course offering or activity not available in the other school. A student may apply for exemption to this policy in the following manner:

1. Request for transfer from one school to another ~~shall~~ will be directed to the Superintendent in writing explaining reasons for request. The Superintendent or designee will approve or reject the request and notify parents and/or students by letter as soon as possible.

2. Appeals will be made to the School Board ~~of Education~~ through the Superintendent.

There will be no transfers between semesters except in hardship cases.

Unless required by Federal law, the ~~s~~School ~~d~~District will not furnish transportation to students outside prescribed attendance areas.

III. Adequate educational facilities, designation of schools and Attendance Areas, development of positive alternatives to accommodate growth, to keep schools open, and to eliminate and consolidate or repurpose schools.

The Superintendent will submit, as required to the School Board, recommendations for the establishment, organization and operation of educational facilities. This

organization of schools, classes and services will provide adequate educational opportunities for all children in the district.

After considering recommendations of the Superintendent, the School Board will adopt and provide for the execution of plans for the establishment, organization and operation of the schools which will include:

- Designating schools and attendance areas for the ensuing school year(s). Attendance areas for special education students will not always conform to those for general education students.

- Providing adequate educational facilities for all school-age children in the district, as defined in Georgia Law.

- Providing strategies to accommodate growth.

- Providing positive alternative strategies to be implemented within a designated timeframe for those under enrolled schools to increase their enrollment.

- Providing for the elimination/repurposing/consolidation of schools whenever the needs of pupils can better and more economically be served.

A. Standards for staff and School Board review of attendance areas

1. Application of student assignment strategies that maintain fair and equal educational opportunities and instructional services for all students throughout the school district with a focus on continual improvement of services and student learning.

2. Stabilization of school attendance areas to the greatest extent possible. Where possible, neighborhood elementary schools will be maintained. Consideration will be given to the demographic changes of the community and the student populations at each school.

3. Opportunity for public input during review process and involvement of the affected community in decisions regarding recommendations for uses of schools no longer needed by the school district.

4. Establishment and maintenance of stable feeder patterns (Innovation Zones) that permit students to move forward together from elementary school to middle school and middle school to high schools to the maximum extent possible ensuring that educational facilities throughout the school district are equitably equipped and maintained.

5. Application of guidelines and standards for adequate educational facilities, designation of schools and attendance areas, provision for positive

alternative strategies for accommodating growth and after due consideration of all factors, elimination and consolidation of schools and/or construction of new schools.

6. The Chief Operating Officer (COO) ~~Deputy Superintendent~~, after receiving input from Zones and Attendance Area Focus Groups (an open group consisting of interested stakeholders) will make recommendations to the Superintendent who, in turn, will make recommendations to the School Board. Principals of schools proposing attendance area changes will transmit a description of proposed changes to the COO ~~Deputy Superintendent~~ prior to consideration of the proposal by the Attendance Area Focus Group. Staff ~~shall~~ will analyze such proposal(s) with regard to any impact on current or future overcrowding status at the sending or receiving school(s). A report ~~shall~~ will be transmitted by the COO ~~Deputy Superintendent~~ to the Principal(s)/ Attendance Area Group stakeholders, in a timely manner, for information purposes. The report will be part of the attendance area process record and will be considered by the Attendance Area Focus Group and the COO ~~Deputy Superintendent~~, in their recommendations to the Superintendent.

7. Through the Attendance Area Focus Group, members of the community will be notified of proposed attendance area changes, new school openings and/or recommended school repurposing/closures, prior to School Board action, allowing for full participation of the public.

B. Standards for school construction and school sites

1. Relevant factors to consider for new site construction are site acquisitions or disposals, building additions, locations of portables, school site selection policy, financial impact on the School District, cost effectiveness (including capital cost), transportation requirements, and enrollment projections for the affected geographical areas.

2. New ~~plant~~ school/facility construction ~~should~~ will be considered when long-range enrollment projections clearly indicate the need for construction of additional facilities. The guidelines for establishment of attendance areas will be considered in the application of this standard.

3. A long-range plan for site acquisition and disposal must be prepared in conjunction with long-range projections of enrollment.

4. All school construction and site acquisition and disposal must comply with State Board Rules and Georgia Statutes.

C. Standards for review of proposals for addressing school district capital outlay needs and/or overcrowding from municipalities, developers or other individuals/groups/entities

1. Recognizing that many documented capital needs can only be met through a substantial new source of revenue, the School Board will encourage municipalities, the county, developers, groups, individuals and businesses to submit proposals to the Superintendent addressing critical overcrowding, and/or plans for renovating, building or rebuilding school facilities. All proposals and/or plans must result in substantial economic benefits or savings for the School District, must not delay or defer projects in the five-year capital improvement program and must be submitted on or before a date specified by the Superintendent. In evaluating proposals, the following factors will be taken into consideration:

    a. Community need.
    b. Economic feasibility.
    c. Community support.
    d. Ability to promote diversity.
    e. Financial incentives/matching dollars.
    f. Impacts on all equity issues in the School District.
    g. Health and safety factors.
    h. Potential impact on student achievement.
    i. Continued requirement to meet critical facility needs district-wide.

2. To the extent that a municipality, county, developer, or other individual/group/entity proposes a plan that will result in substantial economic benefit or savings for the School District, the School Board may consider addressing the capital requirements for facilities that serve that municipality or development earlier than would have been the case through its existing five-year capital improvement program.

3. Any plan proposed by a municipality, developer, or other individual/group entity to address School District capital needs and/or school overcrowding will not provide any vesting rights to developers or other individuals/ groups/entities.

4. Where the provision of significant resources by a municipality, county, developer or other individual/group/entity would affect the equitable distribution of resources district wide, the proposal will be modified to reflect that equity standard.

D. Standards for the Closing of Schools

Schools ~~should may be considered~~ under consideration for closing if they are consistently not educationally effective in relation to other schools in the School District, using one or more of the following criteria: The overall financial impact on the School District, cost effectiveness (including capital outlay), transportation requirements and enrollment projections for the affected geographical areas should be carefully considered as relevant factors.

E. Standards for Implementation of Attendance Area Modifications

1. The COO ~~Deputy Superintendent shall~~ will submit to the Superintendent a list of:

   a. Schools with recommended attendance area changes.

   b. Schools or area designated for new construction or building additions.

   c. Schools subject to further review with recommendations for implementation of positive alternative strategies.

   d. Schools that will be recommended for closing and/or consolidation.

   e. Any other revisions necessary to ensure the implementation of this policy.

2. When recommendations have been made by the Superintendent to the School Board for a school closing or major attendance area change, the COO ~~Assistant Superintendent~~ and designated staff will meet with the school personnel, parents, local government(s) and other members of the community~~,~~ for information on and preparation for the change.

3. When recommendations have been made for strategies to increase enrollment, designated personnel will work with the staff and parents of that school to begin design and implementation of the plan.

4. After final adoption of recommendations by the School Board, the Superintendent will immediately designate personnel to plan with the parents, community and staff of the schools involved ensuring a smooth transition process during implementation of the recommendations.

F. Standards for the Use of Closed Schools

1. When necessary, ~~T~~the Superintendent ~~shall~~ will bring~~, within reasonable time,~~ recommendations for surplus or alternative uses of schools by the School Board.

2. If the ~~system~~ School District has no further need for the facility, the School Board ~~shall~~ will act in accordance with Georgia Law, after receiving recommendations for surplus or alternative use.

ADOPTED: August 2, 2001
REVISED: ~~September 1, 2016~~ June/July 2020

Cherokee County Board of Education

~~A new member or~~ ~~a~~Any person who has been elected but not yet installed on the Cherokee County Board of Education – is to be afforded the School Board's, Superintendent of Schools and ~~the~~ staff's fullest measures of courtesy and cooperation. The Superintendent ~~Board~~ and staff ~~shall~~ will ~~make every feasible effort to~~ assist the new member to become fully informed about the School Board's functions, policies, procedures and ~~problems~~ challenges.

1. Newly elected members of the School Board ~~shall~~ will, before or within one year after assuming office, receive orientation on the educational program objectives of Georgia and instruction and study in school finance; school law, with special emphasis on the 'Quality Basic Education Act'; responsiveness to the community; the ethics, duties and responsibilities of local S~~s~~chool B~~b~~oard members; the evaluation of the annual performance of the ~~school~~ S~~s~~uperintendent and the ~~local~~ School Board ~~of~~ ~~Education~~; and such other topics that the State Board of Education may deem to be necessary.

2. In the interim between appointment and actually assuming office, the new member will be invited to attend all meetings and functions of the School Board, and is to receive all reports and communications normally sent to School Board members.

3. A special workshop will be convened for the primary purpose of orienting the new member to his or her responsibilities, to the School Board's method of operating, and to S~~s~~chool D~~d~~istrict policies and ~~problems~~ procedures.

4. The new member is to be provided with copies of and/or access to all appropriate publications and aids, including the School Board policy manual and publications of the State and national school boards associations.

5. The School Board ~~c~~Chair~~person,the~~, Superintendent and ~~members of the administrative~~ staff will also confer with the new member as necessary on special ~~problems~~ challenges or concerns.

ADOPTED: August 2, 2001
REVISED: June/July 2020

Cherokee County Board of Education

The Cherokee County Board of Education ~~shall~~ will adhere to these Conflict of Interest provisions, as set forth in state law.

Financial Governance

1. No School Board member ~~shall~~ will use or attempt to use his or her official position to secure unwarranted privileges, advantages, employment for himself or herself, any of his or her immediate family members, or others.

2. No School Board member ~~shall~~ will act in his or her official capacity in any matter in which he or she, any of his or her immediate family members, or any business organization in which he or she has a material financial interest, that would reasonably be expected to impair his or her objectivity or independence of judgment. Compliance with Code Section 20-2-505 ~~shall~~ will not constitute a violation of this paragraph.

3. No School Board member ~~shall~~ will solicit or accept or knowingly allow any of his or her immediate family members or any business organization in which he or she has an interest to solicit or accept any gift, favor, loan, political contribution, service, promise of future employment, or other thing of value based upon an understanding that the gift, favor, loan, contribution, service, promise, or other thing of value was given or offered for the purpose of influencing that School B~~b~~oard member in the discharge of his or her official duties. This paragraph ~~shall~~ will not apply to the solicitation or acceptance of contributions to the campaign of an announced candidate for elective public office if the local board of education member has no knowledge or reason to believe that the campaign contribution, if accepted, was given with the intent to influence the ~~local~~ School B~~b~~oard ~~of education~~ member in the discharge of his or her official duties. For purposes of this paragraph, a gift, favor, loan, contribution, service, promise, or other thing of value ~~shall~~ will not include the items contained in subparagraphs (a)(2)(A) through (a)(2)(J) of Code Section 16-10-2.

4. No School Board member ~~shall~~ will use, or knowingly allow to be used, his or her official position or any information not generally available to the members of the public which he or she receives or acquires in the course of and by reason of his or her official position for the purpose of securing financial gain for himself or herself, any of his or her immediate family members, or any business organization with which he or she is associated.

5. No School Board member or any of his or her immediate family members or any business organization in which he or she has an interest ~~shall~~ will represent any person or party other than the local School B~~b~~oard ~~of education~~ or local S~~s~~chool ~~system~~ District in connection with any cause, proceeding, application~~,~~ or other matter pending before the ~~local~~ S~~s~~chool ~~system~~ District ~~in which he or she serves~~ or in any proceeding involving the ~~local~~ S~~s~~chool ~~system~~ District ~~in which he or she serves~~.

6. No School Board member ~~shall~~ will be prohibited from making an inquiry for information on behalf of a constituent if no fee, reward, or other thing of value is promised to, given to, or accepted by the ~~local~~ School B~~b~~oard ~~of education~~ member or any of his or her immediate family members in return therefor.

7. No School Board member ~~shall~~ will be deemed in conflict with these provisions if, by reason of his or her participation in any matter required to be voted upon by the local School B~~b~~oard ~~of education~~, no material or monetary gain accrues to him or her as a member of any profession, occupation, or group to any greater extent than any gain could reasonably be expected to accrue to any other member of that profession, occupation~~,~~ or group.

8. No School Board member may also be an officer in any organization that sells goods or services to ~~that local~~ the S~~s~~chool ~~system~~ District, except as provided in Code Section 20-2-505 and excluding nonprofit membership organizations.

9. No School Board member ~~shall~~ will sell to any county board any supplies or equipment used, consumed~~,~~ or necessary in the operation of any public school in this state unless there are fewer than three sources for such supplies or equipment within the county; provided, however, that any purchase pursuant to this subsection for supplies or equipment that is equal to or greater than $10,000~~.00~~ ~~shall~~ will be approved by a majority of the members of the School B~~b~~oard in an open public meeting. Any member violating this ~~shall~~ will be guilty of a misdemeanor.

10. ~~No local~~ The School B~~b~~oard may not do business with a bank or financial institution where a School Board member is an employee, stockholder, director or officer when such member owns 30% or more stock in that institution.

11. No School Board member may have a financial interest in school buses, bus equipment or supplies, provide services for buses owned by the School Board~~,~~ or sell gasoline to the School Board from a corporation in which the School Board member is a shareholder.

12. No School Board member ~~shall~~ will accept a monetary fee or honorarium in excess of $101.00 for a speaking engagement, participation in a seminar, discussion panel, or other activity which directly relates to the official duties of that public officer or the office of that public officer. Actual and reasonable expenses for food, beverages, travel, lodging, and registration for a meeting which are provided to permit participation in a panel or speaking engagement at the meeting ~~shall~~ will not be considered monetary fees or honoraria.

Conduct As Board Member

1. No School Board member ~~shall~~ will disclose to or discuss with any information which is subject to attorney-client privilege belonging to the local board of education to any person other than other School Board members, the School Board attorney, the local school superintendent, or persons designated by the local school superintendent for such purposes unless such privilege has been waived by a majority vote of the whole School Board.

2. No School Board member ~~shall~~ will vote on the employment or promotion of any of his or her immediate family members. No immediate family member of a School Board member

may be employed or promoted unless a public, recorded vote is taken separately from all other personnel matters.

3. No School Board member may be employed in any position in the Sschool Ddistrict ~~in which they serve~~.

4. No School Board member ~~shall~~ will hold another county office.

5. No School Board member ~~shall~~ will be employed by the State Department of Education or serve concurrently as a member of the State Board of Education.

6. No School Board member ~~shall~~ will serve on the governing body of a private elementary or secondary educational institution.

Each member of this School Board understands and acknowledges that no person ~~shall~~ will be eligible for election as a member of a local board of education unless he or she:

(1) Has read and understands the code of ethics and the conflict of interest provisions applicable to members of local boards of education and has agreed to abide by them; and

(2) Has agreed to annually disclose compliance with the State Board of Education's policy on training for members of local boards of education, the code of ethics of the local board of education, and the conflict of interest provisions applicable to members of local boards of education.

Each person offering his or her candidacy for election as a School Board member ~~of a local board of education shall~~ will file an affidavit with the officer before whom such person has qualified for such election prior to or at the time of qualifying, which affidavit ~~shall~~ will affirm that he or she meets all of the qualifications required pursuant to this subsection. This subsection ~~shall~~ will apply only to ~~local board of education~~ School Board members elected or appointed on or after July 1, 2010.

ADOPTED: January 20, 2011
REVISED: June/July 2020

Cherokee County Board of Education

In compliance with O.C.G.A § 20-2-51 and Georgia Board of Education Rule 160-5-1-.36 Local School Board Governance, the Cherokee County Board of Education ("School ~~the~~ Board") adopts the following nepotism provisions:

No person who has a spouse, child, sibling, or parent or the spouse of a child, sibling, or parent ("Immediate Family Member") sitting on the School Board or serving as the Superintendent of Schools or as a ~~p~~Principal, ~~a~~Assistant ~~p~~Principal or ~~system~~ District-level administrative staff ~~shall~~ will be eligible to serve as a member of the School Board, provided that the immediate family member's employment in his or her position began on or after January 1, 2010. This paragraph ~~shall~~ will apply only to School Board members elected or appointed on or after July 1, 2009. Nothing in this paragraph ~~shall~~ will affect the employment of any person who was employed by the School Board on or before July 1, 2009, or who is employed by the School Board when an immediate family member becomes a School Board member.

No person ~~shall~~ will be eligible to be appointed, employed or to serve as the Superintendent of Schools who has an immediate family member sitting on the School Board or who has an immediate family member hired as or promoted to a position as ~~p~~Principal, ~~a~~Assistant ~~p~~Principal or ~~system~~ District-level administrative staff on or after July 1, 2009, provided that the immediate family member's employment in his or her position began on or after January 1, 2010. Nothing in this paragraph ~~shall~~ will affect the employment of any person who was employed on or before July 1, 2009, or who is employed when an immediate family member becomes the Superintendent.

APPROVED: August 18, 2011
REVISED: June/July 2020

Cherokee County Board of Education

The Cherokee County Board of Education ~~desires~~ authorizes the Superintendent of Schools to establish clear understandings on the part of all personnel of the working relationships in the S~~s~~chool ~~system~~ District. Lines of direct authority ~~shall~~ will be those approved by the School Board and shown on the S~~s~~chool ~~system~~ District organization charts. Each administrative employee will be responsible to the School Board through the Superintendent.

Personnel ~~shall~~ will be expected to refer matters requiring administrative action to the ~~administrator~~ supervisor to whom they are responsible. The ~~administrator~~ supervisor ~~shall~~ will refer such matters to a higher administrative authority when necessary. Additionally, all personnel are expected to keep the person to whom they are immediately responsible informed of their activities by whatever means the person in charge deems appropriate. If a position shown on the organization chart is unfilled, the persons who would normally report to that ~~administrator~~ supervisor ~~shall~~ will report to another ~~administrator~~ supervisor as assigned.

It is expected that the established lines of authority will serve most purposes. ~~But all certified personnel shall have the right to appeal any decision made by an administrative officer through grievance procedures established through Board policy.~~

The School Board recognizes that formal lines of authority are necessary for efficient management; however, ~~they~~ these provisions should not be allowed to inhibit the development of ideas and concepts which are frequently generated in the more informal settings. Lines of authority do not restrict in any way the cooperative, sensible working together of all staff members at all levels in order to develop the best possible school programs and services. Therefore, the School Board expects the Superintendent and staff to nurture informal communication lines within and between divisions and departments that are both vertical and horizontal.

The established lines of authority represent direction of authority and responsibility; when the staff is working together, the lines represent avenues for a two-way flow of ideas to improve the program and operations of the S~~s~~chool ~~system~~ District.

ADOPTED: August 2, 2001
REVISED: June/July 2020

Cherokee County Board of Education

The Superintendent of Schools is the Chief ~~e~~Executive ~~o~~Officer of the Cherokee County ~~Board of Education~~ School District. The School Board ~~shall~~ will appoint the Superintendent under written contract for a term of not less than one year and not more than three years. In order to be eligible for the position of Superintendent, a person must meet all the requirements of the laws of Georgia and the State Board Standards applicable to ~~county~~ a ~~s~~Superintendent ~~of schools~~.

ADOPTED: August 2, 2001
REVISED: June/July 2020

Cherokee County Board of Education

The Superintendent of Schools must receive the highest compensation in the Sschool ~~system~~ District. Accordingly, ~~T~~the Cherokee County Board of Education ~~may~~ will establish a salary supplement to be paid to the S~~s~~uperintendent in addition to the state salary.

ADOPTED: August 2, 2001
REVISED: June/July 2020

Cherokee County Board of Education

The Superintendent of Schools ~~shall~~ will devote time to the supervision of the S~~s~~chool ~~system~~ District. The Superintendent ~~shall~~ will not be engaged in any other business. Only by prior agreement with the School Board may the Superintendent undertake for remuneration consultative work, speaking engagements~~,~~ or other professional obligations.

ADOPTED: August 2, 2001
REVISED: June/July 2020

Cherokee County Board of Education

Assignment of administrative personnel ~~shall~~ will be made according to the needs of the S~~s~~chool ~~system~~ District.

Such assignments are determined by the Superintendent of Schools and approved by the School Board.

ADOPTED: August 2, 2001
REVISED: June/July 2020

Cherokee County Board of Education

Non-School Employment and Consulting

Administrative personnel are expected to give priority to the execution of their contract duties with the Sschool ~~system~~ District before engaging in non-school work or consultation commitments. In no way ~~shall~~ will non-school work or consultative work interfere with the performance of an administrator's regular assigned responsibilities.

ADOPTED: August 2, 2001
REVISED: June/July 2020

Cherokee County Board of Education

The ~~state's open records law~~ Official Code of Georgia section 50-18-70 *et seq.* (the Georgia Open Records Act) requires that most School District ~~all state, county, and municipal~~ records ~~except those declared confidential by law or the courts,~~ that are exempt pursuant to state or federal law, must be open to inspection by any citizen at a reasonable time and place.

The ~~Cherokee County System~~ School District ~~complies~~ will comply with the Georgia Records ~~Management~~ Act. The Superintendent or designee ~~shall~~ will be the ~~r~~Records ~~coordinator~~ Custodian. The School District ~~system shall~~ will endeavor to provide proper maintenance and security for its records.

The records retention schedule adopted by the School Board ~~shall~~ will be adhered to in the retention and disposal of records.

ADOPTED: August 2, 2001
~~Cross Ref.: BE – School Board Records~~
REVISED: June/July 2020

Cherokee County Board of Education

Monies collected by school employees and by student treasurers ~~shall~~ will be handled with good and prudent business procedures, in compliance with and as outlined in the ~~Cherokee County~~ School District's School Activities Accounting Manual, which is reviewed and updated annually. All monies collected ~~shall~~ will be receipted, accounted for and directed without delay to the proper location of deposit.

In no case ~~shall~~ will monies in excess of the amount needed to fund operations ~~of operating expenses~~ for the next business day be left overnight in the schools.

ADOPTED: August 2, 2001
REVISED: ~~July 23, 2014~~ June/July, 2020

Cherokee County Board of Education

Cherokee County School District school buses may be used for school purposes only, subject to Policy ED. The School Board may from time-to-time render a decision as to what constitutes school purposes.

Transportation of the Elderly, Handicapped and Other Requests

Notwithstanding any other provisions of law to the contrary relating to school funds, the School District ~~Board of Education~~ may use school buses to provide transportation for the elderly, handicapped, 4-H activities, summer camps~~,~~ or participation in other recreational or educational activities if the cost of such transportation is reimbursed in full from ~~f~~Federal, ~~s~~State, local or other funds, other than school funds or if such use has been approved by the Superintendent of Schools.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

I. LONG-RANGE FACILITY PLANNING

The Cherokee County Board of Education authorizes the Superintendent of Schools to gather information as to long-range facility needs of the School District. The Superintendent may utilize the services of those consultants, such as city, county or regional planners, as deemed necessary.

The Superintendent's report should take into consideration location of student population and the population trends of the School ~~d~~District.

II. NEW SCHOOL SITE SELECTION

The School Board, by virtue of the Constitution of the State of Georgia and Georgia Law, has the authority to operate, control and supervise all public schools within the School District and may exercise any power except as expressly prohibited by the Federal Constitution, the Georgia Constitution or general law. The location of future school sites will be in accordance with Georgia Law, Georgia administrative rules and with this ~~p~~Policy. Concurrent with decisions to propose and/or build additional new schools and prioritize such schools on the basis of criteria in this ~~p~~Policy, the Superintendent will analyze and consider the need and opportunity to upgrade, renovate and expand existing schools to assure equitable opportunity for quality education and full capacity utilization of existing schools prior to making a recommendation to the School Board for its consideration and final action. The adherence to this provision in no way is intended to avoid the construction of new schools when such upgrading, renovating and expansion of existing schools would be inadequate to meet overcrowding pressures and educational objectives that may be better met by constructing new and/or replacement schools.

Standards for New School Site Selection

New schools, special centers or other school facilities will be located so as to serve the intended population in accordance with the following:

A. Proposed new schools will be prioritized based upon student need (current and projected student growth), remedies needed to equalize facilities and the School District's budget.

B. After the need for a new or replacement school, center or facility has been established, based upon current and projected student growth along with other needs, potential sites for the facility will be identified. A confidential inventory of the vacant sites, which meet the size and configuration requirements, will be compiled.

C. The School District, whenever possible, will strive to locate new schools and to purchase school sites in areas which offer, because of their location, the opportunity to achieve diversity.

D. Studies that may be included in the process of school site selection may include the following: wetlands study, soil analysis, acceptance by health department if necessary, availability of adequate public water and sewer, archeological study, traffic study and acceptance by the State Department of Education. Nothing herein will require or limit staff from thoroughly investigating potential real estate acquisitions.

ADOPTED: August 2, 2001
REVISED: ~~September 1, 2016~~ June/July, 2020

Cherokee County Board of Education

On a yearly basis, it is the responsibility of the ~~p~~Principal to conduct inventories of ~~the~~ school facilities and report conditions which need repair~~ing~~ or renovation to the appropriate ~~system~~ School District administrators. However, the School Board may use the services of the State Department of Education for conducting a comprehensive existing facilities inventory. Application for such services ~~shall be~~ is made through the State Board of Education.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The Cherokee County Board of Education utilizes its facilities and establishes school attendance areas based upon current and projected enrollment, total student population and core capacity of facilities. Accordingly, the Superintendent will oversee processes by which the School District determines critically overcrowded schools and recommend appropriate solutions for subsequent utilization of the facilities.

I. STANDARDS FOR DETERMINING CRITICALLY OVERCROWDED SCHOOLS

1. Utilizing short- and long-term student enrollment projections and the 20-day student enrollment count of each school year, the Superintendent of Schools will evaluate impact of projected and actual student enrollment to determine critically overcrowded schools.

2. Schools will be deemed critically overcrowded when they exceed, or projected to exceed, 140% of their enrollment capacity, as reflected in the Cherokee County Inventory of School Housing (CCISH) and when they meet other criteria affecting overall capacity including, but not limited to the following: Available portables, classrooms needed for special programs, site limitations, cafeteria and other core capacity (e.g., parking, student lockers, cafeteria usage, water/septic/sewer requirements, space available for additional portables, etc.).

3. A current school attendance area map, present and projected student population demographic dates, a copy of the CCISH, and the current inventory of portables will be supplied to each critically overcrowded school for review by the ~~p~~Principal, staff, and community.

4. As a part of an inclusive review process, the ~~p~~Principal of each critically overcrowded school will consider strategies from the following menu for addressing critical overcrowding and forward all stakeholder-identified options to the ~~Deputy~~ Superintendent.

    a. Additional portables (dependent upon available portables and/or available funds to purchase, move, and/or hookup portables to be provided by the ~~s~~School ~~d~~District).

    b. Enrollment capping (i.e., school cannot accommodate any more students and new students will be assigned to designated schools that are less crowded).

    c. Flexible school day/week/monthly/year scheduling (including, but not limited to):
        (1) Extended school day
            (a)Multiple period high school day
            (b)Double sessions
        (2) Multi-track year round education program
        (3) ½ day Kindergarten
        (4) Dual enrollment programs with institutions of higher learning

(5) Other school day/week/month/year models that may be identified through this process.

d. Attendance area changes (in conjunction with the Attendance Area Focus Group Process).

e. Reconfigured grades/educational programs and sites, dependent on available capital funds to be provided by the ~~s~~School ~~d~~District and/or other individuals/groups/entities (including, but not limited to):

(1) Kindergarten Center
(2) Primary Grade Center (e.g., K-1, K-2, 1-2)
(3) Intermediate Grade Center (e.g., 3-5, 5-6)
(4) K-8 Center
(5) Single Grade Center (e.g., 6,9)
(6) Other configurations that may be identified by the ~~p~~Principal, staff~~,~~ and community through this process

f. Managing the overcrowded condition and employing methods to reduce the negative impact.

g. Other proposed options that will achieve the desired result (i.e., relieve overcrowding…without having to allocate additional capital outlay resources that are not available).

5. Alternative student enrollment options that impact other schools must be recommended collaboratively by both sending and receiving schools.

6. Criteria for determining preferred alternative student enrollment options for critically overcrowded schools include, but are not limited to, a review of the following:

a. Welfare, health and safety of students and faculty/staff

b. Impact on the overall facility~~,~~ (including ingress and egress problems)

c. Impact on facility core, such as campus cafeteria and media center

d. Amount of funding dedicated to the classroom through the instructional allocation (including, but not limited to, books, equipment, supplies and educational material).

e. Number of floating teachers

f. Divided/partitioned classrooms

g. Full classroom use of small rooms (e.g., resource rooms, conference rooms)

h. Class size (student/teacher/paraprofessional ratio)

i. Number of available portables and their impact on student learning potential and staff morale.

j. Site acreage

k. Playground/sports/recreation areas

l. Planned future renovations and /or replacement of facility

m. Restroom facilities

n. Impact on community/neighborhood

o. Analysis of fiscal impact

7. The Chief ~~of~~ Support Services Officer (CSSO) will ~~insure~~ ensure that the ~~p~~Principal facilitates the following:

   a. Meets with the shareholders to review all options viewed as appropriate.

   b. Schedules day and evening presentations for stakeholders with equal time for each option deemed appropriate.

   c. Gains broad consensus on proposed alternative student enrollment options among staff, parents~~,~~ and other stakeholders. If consensus cannot be reached, the ~~Deputy Superintendent~~ CCSO will make a recommendation to the Superintendent ~~of Schools~~ on a proposed alternative student enrollment option.

   d. Observes the pre-determined deadline for a recommendation in this regard to the Superintendent.

8. The Superintendent will make a recommendation if deemed necessary to the School Board regarding attendance area adjustments.

II. STANDARDS FOR ADDRESSING AND MITIGATING THE IMPACT OF DEVELOPMENT

1. The Superintendent and School Board will give developers of new residential subdivisions the opportunity to mitigate their impact upon the ~~s~~School ~~d~~District. Residents of any development in which the developer has chosen not to provide the requested level of mitigation that would offset some of the impact of said development will be given priority status for implementation of the aforementioned options.

2. A local governmental entity seeking School Board approval to establish a Tax Allocation District (TAD) or other authorized measure designed or intended to intercept or seek School Board approval to intercept school funding ("Tax Intercept

Program" "TIP") is required to submit a written proposal in this regard to the School Board. The TIP proposal of such local governmental entity must be approved by the School Board prior to TIP implementation and must adhere to the following requirements:

- every local governmental entity seeking School Board approval of a proposed TIP is required to provide the public with timely, official notice regarding the manner in which TIP revenue will be generated (i.e., by freezing School District property taxes at current levels for the prescribed number of years authorized in the TIP);

- except as otherwise approved by the School Board, each TIP must be limited to development of public and commercial property (not residential);

- for the School District's strategic planning, budgeting and accountability purposes, all TIP financial/tax data (including the most recent three-year property appraisal data for all property within the proposed TIP) must be delineated in the proposal; additionally, the proposed TIP must also reflect the estimated amount of future revenue which will be lost by the School District for each year of TIP implementation . . . both at the proposal stage and, on an updated/actual basis, each year thereafter;

- the amount of time for a TIP to be utilized must be limited to no more than 20 years; and,

- a School District representative appointed by the Superintendent must be included on the local governmental entity's TIP planning committee for these purposes.

ADOPTED: August 2, 2001
REVISED: ~~July 20, 2017~~ June/July, 2020

Cherokee County Board of Education

The Cherokee County Board of Education will be responsible for the naming/renaming of all School ~~Board~~ District-owned facilities.

I. NAMING A NEW FACILITY:

The ~~p~~Principal of the facility will seek suggestions for names of the new facility from the parents, teachers, students and members of the community. The ~~p~~Principal will appoint a committee of students and teachers from the new school attendance area to develop recommendations for naming the school. The Principal will forward the school naming committee's recommendations to the Superintendent of Schools for consideration, and who in turn will develop a ~~final~~ recommendation to the School Board for final action.

II. NAMING OF BUILDING ADDITIONS OR MAJOR AREAS WITHIN A SCHOOL FACILITY (AUDITORIUM, LIBRARY, CAFETERIA, ATHLETIC FIELD, VOCATIONAL CENTER, ETC.)

a. A ~~p~~Principal requesting to name a building addition or a major area within a school site will, upon approval of the Superintendent, appoint a committee similar in composition to the one utilized to name a new facility.

b. The school naming committee will develop recommendations to the Principal for naming the addition or area.

c. The Superintendent will develop a ~~final~~ recommendation to submit to the School Board for approval.

III. NAMING RECOMMENDATIONS

a. Nothing herein will prohibit the Superintendent, a School Board member, or a community group from recommending to the school naming committee that a facility be named or renamed for an individual or location.

b. Names of existing schools or combination thereof will not be used for another ~~Board~~ School District facility except in those cases where incorporated or unincorporated communities within the county contain multiple school levels.

c. Recommendations for names are encouraged to reflect the general location of the facility, features of the area~~,~~ or a general regional character.

d. If a facility is named for an individual, the name proposed should be that of an outstanding civic or educational leader of local, state or national prominence.

REVISED: ~~July 21, 2016~~ June/July, 2020

Cherokee County Board of Education

Assignment of Architects

The Cherokee County Board of Education recognizes ~~A~~architects ~~will~~ must be used for renovation/modification and construction projects as required by State and local regulations. All architects are recommended by the Superintendent of Schools for submission to and approval by the School Board ~~of Education~~.

The architect ~~shall~~ will advise the administration on the phases of the program for which they have technical training and experience.

The architect performs other functions as follows:

1. Translates the educational program for which the facilities are needed into building design and specifications.

2. Advises the Superintendent on letting of Requests-for-Proposals (RFP)/contracts.

3. Supervises or directs construction.

4. Advises the Superintendent as to appropriate costs on additions.

5. Recommends approval and acceptance of completed facilities.

All architects employed by the ~~Cherokee County~~ School Board ~~of Education~~ must carry a minimum of $2,000,000 of errors and omission insurance.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The Superintendent of Schools ~~shall~~ will have general, overall responsibility for supervising construction authorized by the Cherokee County Board of Education. The Superintendent ~~shall~~ will act as liaison between the School Board and the architects working on the project.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The Cherokee County Board of Education has the responsibility to assure that all real estate purchases are made in the best interest of the School ~~d~~District. Therefore, the School Board ~~shall~~ must authorize an appraisal of all real estate purchases over $50,000. The appraisers must be certified by the State of Georgia.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

Public Works (school) construction contracts in excess of $100,000, including those which are locally funded, will be advertised, solicited~~,~~ and bids accepted as provided by law.

REVISED: ~~July 21, 2016~~ **June/July, 2020**

Cherokee County Board of Education

Fair Employment Clause

Contractors and subcontractors may not discriminate against any employee or applicant for employment, to be employed in the performance of ~~this~~ any School District contract with respect to hiring, tenure, terms, conditions~~,~~ or privileges of employment because of race, color, religion, national origin~~,~~ or ancestry, or because of age, handicap~~,~~ or sex, except where based on bona fide occupational qualifications.

Each order, or contract, bid or quotation request issued is to contain the aforementioned provisions ~~above paragraph~~.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The Cherokee County Board of Education herein establishes an educational accountability and school improvement system based upon the performance of its students and staff and the impact of its educational programs. The instructional program accountability system recognizes: the Georgia State Board of Education's Long-Term Strategic Plan; the Comprehensive Needs Assessment (CNA), District Improvement Plan (DIP), and Comprehensive Local Education Agency Improvement Plan (CLIP) as required annually by the Georgia Department of Education; and is based upon the Mission Beliefs and ~~Major System Priorities~~ Priority Areas of the School Board, as ~~well as the~~ contained in the School District's Five-Year Strategic Plan "Blueprint."

In order to address the challenges and fully implement the vision articulated in the School Board's Mission and Beliefs, each school within the School District will undergo a comprehensive school improvement planning and development process. This school improvement process will be completed on an annual basis, through a systematic and comprehensive evaluation of school data and practices.

I. INSTRUCTIONAL PROGRAM ACCOUNTABILITY SYSTEM PURPOSE, GOAL AND OBJECTIVES

a. The general purpose of the instructional program accountability system is to assess the success of the School District by measuring the individual progress of schools in achieving a broad range of student performance indicators and of the School District in providing services and resources to schools in an effective and efficient manner.

b. The overall goal of the instructional program accountability system is to promote schools' progress in achieving their educational mission as it relates to the School Board's ~~Major System Priorities~~ Priority Areas, the District's Five-Year Strategic Plan "Blueprint" and the ~~AdvancED~~ Cognia Standards. The objectives of the instructional program accountability system are to: (1) monitor schools' progress by measuring a standardized set of school performance indicators; (2) determine which schools are meeting the School District's objectives and can serve as models for other schools; and (3) determine which schools are failing to meet the School District's objectives and require additional assistance, support and/or intervention.

II. INSTRUCTIONAL PROGRAM ACCOUNTABILITY SYSTEM ASSUMPTIONS

The following assumptions undergird the instructional program accountability system:

a. School performance is a product of the combined efforts of the School Board and its governance policies, the Superintendent of Schools, School District administration, ~~p~~Principals, teachers, support staff, students, parents, businesses and the community.

b. Performance is measured against the same high academic standards for all students. All schools are expected to perform at a level that reflects high expectations for

students and staff. Mitigating factors will be taken into account ~~[~~(e.g., extraordinary mobility; critical overcrowding; increasing number in enrollment of students living at or below the poverty level; increasing enrollment of non-English speaking students, some of whom have little or no experience in a formal education setting)~~]~~ when determining school progress.

c. School progress is evaluated based on a combination of performance indicators including student achievement, attendance, dropout rates, and additional alternative assessment indicators (e.g., portfolios of student work, post-graduation success, enrollment in and passing of advanced placement classes, proactive approach to safety and discipline, etc.).

d. Schools are evaluated on annual performance indicators, as well as two-three year trends in accountability documentation.

e. Schools with a history of poor performance are expected to make greater progress in improving student achievement, attendance and dropout rates than schools with higher performance on these measures. It may require unequal resources to meet unequal needs of students/schools.

f. A school determined by the Superintendent to demonstrate low levels of performance and/or low levels of progress is required to develop and implement a written corrective action or restructuring plan, depending on the length of time the school has not met expectations or the severity of a decline in student achievement in any particular area. This corrective action/restructuring plan will become a part of the School Improvement Plan (SIP).

III. INSTRUCTIONAL PROGRAM ACCOUNTABILITY SYSTEM INITIATIVES

As the instructional program accountability system is further developed, additional specific initiatives and guidelines will be formulated to:

a. Promote excellence and equity in student performance, as measured by a comprehensive set of valid assessments.

b. Provide accurate and timely information about student performance at the school and School District levels for full public disclosure.

c. Use a clearly defined set of analyses, including research on effective schools, to evaluate the efficiency and effectiveness of schools' progress.

d. Establish incentives for rewarding schools for innovation and significant improvement in student performance outcomes.

IV. SCHOOL IMPROVEMENT AND STRATEGIC PLANNING PROCESS

Each year, the Superintendent will develop for the School Board's review and approval a proposed School District Strategic Plan with short and long-term goals for the School District.

Each school, on an annual basis, will participate in a school improvement process that results in the development and implementation of a comprehensive School Improvement Plan (SIP). The school improvement process and plan will be based upon the District's Five-Year Strategic Plan "Blueprint," the ~~AdvancED~~ Cognia Standards and indicators of school and student progress. Each SIP will include:

a. School Mission Beliefs;

b. Necessary baseline data to identify needs;

c. Specific, Measurable, Attainable, Realistic and Timely (SMART) Goals with aligned objectives focused on student learning outcomes; and

d. Strategies, Action Steps, Professional Learning Activities and Time frames for improvement.

V. SCHOOL IMPROVEMENT SUPPORT TEAMS

As a part of monitoring initiatives approved through the School District's Strategic Waiver School System (SWSS) contract and in an effort to support schools with school improvement initiatives and school progress, schools will be visited on a recurring basis by a School Improvement Support Team, consisting of School District administration assigned by the Superintendent. The School Improvement Support Team will work collaboratively with the school ~~p~~Principal to provide a comprehensive review of the school's practices that influence student achievement and progress. A report, with commendations and recommendations, of the School Improvement Support Team's school visit and review will be provided to the Superintendent at the conclusion of the Team's review. As a part of the review, the School Improvement Support Team will work with the ~~p~~Principal and staff to:

a. Review the School Improvement Plan and Process;

b. Analyze multiple school data resources and trends;

c. Assess school initiatives and programs;

d. Observe instructional practices; and

e. Interview representative groups of school stakeholders (e.g., administration, certified and classified staff, parents and students.)

VI. WAIVER REQUESTS

Based on the School District's agreement with the State under the Strategic Waiver School System contract, the School Board will annually review requests submitted by ~~p~~Principals and recommended by the Superintendent for waivers of School Board policy or State Board Rules for school and/or districtwide improvements in academic achievement.

a. A ~~p~~Principal wishing to waive a School Board Policy, State Board Rule, designated Georgia law, or provision(s) in federal law must submit a written request to the Superintendent or designee for review.

b. Principal waiver requests must be directly related to the School Improvement Plan (SIP). They must clearly address laws/policies that create barriers to successful implementation of the SIP's objectives. The request must include: (a) citation of the specific Board policy, rule and/or statute; (b) how the statutory purpose/intent will be met; (c) how granting the waiver will assist the school in improving specific student performance outcomes; and (d) how progress in improving student achievement will be evaluated.

c. To be recommended by the Superintendent to the School Board, each waiver request must be (a) budget neutral (i.e., able to be funded through normal school budgeting and expenditures) and (b) receive stakeholder input based on the nature of the waiver.

d. Waivers will be reviewed and approved on an annual basis, but may reflect a multiyear project.

e. A request for continuation of a previously-approved waiver must include an evaluation (including relevant data), which substantiates that the waiver is resulting in improvement of the projected student performance outcomes.

f. A process for submission and review of waivers will be established.

g. The Superintendent or designee will conduct a final review of each waiver request and, if requesting a waiver of any rule not covered in the School District's Strategic Waiver System contract, submit it with a recommendation to the School Board. The Superintendent will only support waivers which reflect support of the school

stakeholders, will positively impact school improvement efforts/student achievement and/or which are budget neutral.

h. The School Board will consider all waiver requests submitted by the Superintendent. The Superintendent may recommend that the School Board request a State waiver if it is required to implement school and/or districtwide improvements.

VII. ANNUAL REPORTS OF SCHOOL AND DISTRICT PROGRESS AND CUSTOMER SURVEYS

a. On an annual basis, an individual Annual Report of School Progress will be distributed to the parents of all pupils in the School District and to other interested community members. A core part of each report will consist of key local, state and national benchmarks/data elements and a report on the status of School Improvement Plan (SIP) objectives.

b. On an annual basis, an aggregation of all schools' results and progress will be published in an Annual Report of District Progress. The Annual Report of District Progress will highlight student achievement gains and increased school, department and school system effectiveness, as well as districtwide progress on the School Board's ~~Major System Priorities~~ Priority Areas.

c. Customer Surveys will be conducted periodically to provide feedback to schools, the Superintendent and the School Board on the perception of students, parents and members of the community regarding school and School District effectiveness.

REVISED: July 21, 2016
REVISED: ~~July 19, 2018~~ June/July, 2020

Cherokee County Board of Education

Work-Study Programs

The Cherokee County School Board recognizes that educational experiences and opportunities are not always limited to the classroom, often taking the form of work-based learning.

Accordingly, the Superintendent of Schools is authorized to establish administrative guidelines which define and authorize the participation of high school students in Work Study Programs facilitated by the ~~Cherokee County~~ School District.

ADOPTED: August 2, 2001
REVISED: ~~July 23, 2014~~ **June/July, 2020**

Cherokee County Board of Education

The Cherokee County Board of Education makes provisions for its high school students to participate in Dual Enrollment as referenced in State Board Rule 160-4-2-.34. The School District requires these students to meet state assessment requirements.

Dual Enrollment is a program through which high school students take courses from a state public or private post-secondary institution while still enrolled as a high school student and receive credit both at the high school and at the post-secondary institution. Dual Enrollment courses can be completed in high school classrooms, on a college campus or through distance learning.

I. REQUIREMENTS FOR ELIGIBLE STUDENTS:

1. ~~Any eligible high school~~ ~~s~~Students may enroll full-time or part-time in approved credit bearing college-level courses approved by the State Board of Education. Courses may be taken before, during or after regular school hours on the college campus, online or at the high school where available. Dual Enrollment students must maintain full time enrollment status (enrollment for the equivalent of 4 or more Dual Enrollment courses totaling at least 12 semester hours per school term of postsecondary credit at an eligible postsecondary institution; or a combination of high school and college courses to equal a total of 6 classes).

2. ~~An eligible~~ ~~s~~Students must meet criteria specified by the Georgia Student Finance Commission (GSFC) for Dual Enrollment.

3. ~~Any eligible~~ ~~s~~Students will take courses from a list approved by the GSFC developed with input from the University System of Georgia and the Technical College System of Georgia.

4. Students who participate in Dual Enrollment will adhere to all guidelines associated with the program.

5. For students who participate in Dual Enrollment, the grades and amount of credit for each approved course will be placed on high school transcripts and will be used in computing grade point averages and numeric grade average for the purpose of determining class rank.

6. Postsecondary semester hour credit will be converted to high school credit as follows: 1 to 2 semester hours = .5 unit; 3 to 5 semester hours = 1 unit; 1 to 3 quarter hours = .5 unit; 4 to 8 quarter hours = 1 unit.

7. Students enrolled in Dual Enrollment are exempt from required instructional time, as specified in State Board Rule 160-5-1-.02.

8. Except in instances where the post-secondary institution provides the student a numerical grade, the correlation of student's grades earned at the post-secondary institution and the secondary cumulative grade point average will be as follows:

A+ = 98 A = 95 A - = 92	B+ = 88 B = 85 B - = 82	C+ = 78 C = 75 C - = 72	D+ = 70 D = 70 D - = 70	F =60

II. RESPONSIBILITIES

The School District will:

1. Identify eligible students according to Dual Enrollment program criteria~~, as described in Dual Enrollment~~.

2. For funding purposes, report Dual Enrollment students in accordance with FTE guidelines as described in *FTE Data Collection Codes and Weights.*

3. Require eligible students to meet state assessment requirements as required in State Board of Education Rule 160-3-1-.07 TESTING PROGRAMS– STUDENT ASSESSMENT.

4. Apply the provisions of State Board of Education Rule 160-5-1-.18 COMPETITIVE INTERSCHOLASTIC ACTIVITIES IN GRADES 6-12 to students enrolled in an approved dual enrollment program.

5. Award secondary credit toward state and local high school graduation requirements for the successful completion of any approved Dual Enrollment course as documented on the student's high school transcript.

6. By February 1 of each school year, or prior to enrollment in an eligible institution, school systems will provide general information about Dual Enrollment to all eighth through eleventh grade students as part of the development of their program of study. College and universities have the right to determine Dual Enrollment criteria.

III. STUDENTS' PARTICIPATION AND RESPONSIBILITIES IN DUAL ENROLLMENT

1. Student<u>s</u> must complete the CCSD Dual Enrollment Participation Form and meet with ~~his/her~~ <u>their</u> School Counselor prior to enrollment or participation in a Dual Enrollment

program. Parents are also required to acknowledge an understanding of the requirements for student participation in Dual Enrollment.

2. Student participation in Dual Enrollment will be guided by GSFC regulations and Federal statutes (e.g. IDEA, Section 504 of ADA).

3. Students are subject to the provisions in O.C.G.A. §20-2-150 – Eligibility for Enrollment.

4. Students are required to provide his or her transportation.

5. Participation in the program may require payment of additional fees to the postsecondary institution. Such fees will be billed by the post-secondary institution to the student.

6. Students must meet the local graduation requirements for the student's Program of Study for the year of his/her enrollment in high school.

7. Students attending post-secondary institutions are subject to the rules of post-secondary institutions and their local high school.

8. Students planning to participate in the spring graduation ceremony must have completed all Dual Enrollment courses to fulfill all graduation requirements and must provide the necessary transcript no later than forty-eight (48) hours before the ceremony.

9. Students who successfully complete a course(s) in a post-secondary institution through the Dual Enrollment program will receive quality points for courses used in calculating the weighted numeric grade average whenever the college course taken is equivalent to an Advanced Placement (AP) high school course (for which a student has not already taken and received quality points) or a waiver is recommended and approved by the Office of Curriculum and Instruction.

REVISED: ~~July 18, 2019~~ June/July, 2020

Cherokee County Board of Education

It ~~shall~~ will be the ~~p~~Policy of the Cherokee County Board of Education ("School Board") to prohibit discrimination based on gender in its elementary and secondary school athletic programs. In accordance with the Georgia Equity in Sports Act (O.C.G.A. 20-2-315), it ~~shall~~ will be the ~~p~~Policy of the School Board to undertake all reasonable efforts to provide equal athletic opportunities for members of both genders. ~~In accordance with the Georgia Equity in Sports Act, i~~It ~~shall~~ will also be the ~~p~~Policy of the School Board not to 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 Act.

It ~~shall~~ will be the ~~p~~Policy of the School Board to 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 ~~s~~School District ~~system~~ will conduct an athletic interest survey to determine student interest in various sports.

The Superintendent of Schools ~~shall~~ will designate an individual, known as the Sports Equity Coordinator, to ~~coordinate~~ ensure compliance with the Georgia Equity in Sports Act. The Superintendent may also designate school-level coordinators to assist the Sports Equity Coordinator. The ~~s~~School District ~~system~~ ~~shall~~ will annually notify all its students of the name, office address~~,~~ and office telephone number of the Sports Equity Coordinator. This notification ~~shall~~ will be included in the ~~s~~Student/Parent handbook. In addition, each school ~~shall~~ will post in a conspicuous location a notice of nondiscrimination in sports based on gender.

The Sports Equity Coordinator ~~shall~~ will investigate any complaint received by the local ~~s~~School District ~~system~~ alleging noncompliance with the Georgia Equity in Sports Act. Such investigation ~~shall~~ will be in accordance with the grievance procedures for resolution of complaints regarding gender equity in sports.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

Each ~~student in the~~ Cherokee County School District student ~~schools~~ ~~shall~~ will be afforded the opportunity to recite the Pledge of Allegiance to the flag of the United States of America each school day. The time and manner for recitation will be prescribed by the ~~p~~Principal. No individual will be required to participate.

~~This policy will be distributed to each teacher.~~

~~**Moment of Silence**~~

In compliance with Georgia Law, at the opening of school on every school day in each public school classroom, the teacher in charge ~~shall~~ will conduct a brief period of quiet reflection for not more than 60 seconds ~~with the participation of all the pupils~~. This moment of quiet reflection is not intended to be a religious service or exercise but ~~shall~~ will be considered as an opportunity for ~~a moment of silent~~ reflection on the anticipated activities of the day.

Teachers and administrators ~~shall~~ will not suggest or imply that students should or should not use the moment of reflection for prayer, nor ~~shall~~ will they deny to any student the right to use it for a moment of quiet prayer. Students and/or staff may not under any circumstances use the moment of quiet reflection to audibly pray~~.~~, ~~single or in unison~~.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The Cherokee County ~~School~~ Board of Education has ~~agreed to provide~~ determined that providing home study students the opportunity to participate in designated school programs/activities ~~as~~ is a vehicle to develop and enhance their educational experiences, while ensuring that such opportunities are not at the expense of regularly enrolled students.

Accordingly, the Superintendent of Schools is authorized to establish guidelines which define and authorize the participation of home study parents/students in designated programs/activities of the ~~Cherokee County~~ School District.

ADOPTED: May 2, 2002
REVISED: June/July, 2020

Cherokee County Board of Education

I. STUDENT ASSIGNMENT

Any student enrolled in the School District ~~shall~~ will enroll in the school of the attendance area in which they reside unless special authorization is given by the Superintendent of Schools or designee through the reassignment process. Attendance areas (school zones) are designated by the School Board. Transportation is only provided for a student attending school in his/her attendance area.

Students who move outside their school's attendance area may complete the semester in that school at the discretion of the school's Principal if they are able to provide transportation and acceptable grades, conduct~~,~~ and attendance are maintained. At the end of that semester, the student must attend the school in the attendance area where he/she currently resides. Additionally, students in the highest grade in their school may complete the school year if a move occurs during that time, provided the aforementioned conditions are acceptably maintained.

II. STUDENT REASSIGNMENT

The School District is committed to providing quality educational opportunities for all students ~~regardless of background characteristics~~ by providing educational options that enhance each student's opportunity for success. The School Board is also committed to providing settings for education that promote the understanding of cultural diversity, tolerance, fair play and reinforce the positive tenets of a democratic society. Finally, the School Board is committed to encouraging all parents to play an active role in their children's education by allowing parents to have the opportunity to have choices in educational settings. ~~and to increasing the educational choices available to parents and students in the public schools.~~ Therefore, the School District allows students to apply for reassignment to any other school in the School District that is not designated as overcrowded.

III. STUDENT REASSIGNMENT GUIDELINES

Under the direction of the Superintendent, comprehensive administrative guidelines governing student reassignments will be established and maintained.

Additionally, school transfer guidelines will be established relative to Federal and State ~~L~~law regarding school transfer options.

REVISED: ~~**September 1, 2016**~~ **June/July, 2020**

Cherokee County Board of Education

In compliance with the Georgia Smoke Free Air Act of 2005 (O.C.G.A. 31-12a-1 et seq.) and the ~~f~~Federal Pro-Children's Act of 2001 (42 U.S.A. 7181 *et seq.*) ~~(Title X of Public Law 103-227),~~ smoking and use of other tobacco products will be prohibited in any school or other facility in the School District. In addition, students, staff and visitors will not be permitted to smoke or use tobacco products on school grounds, at any school sponsored activity or event, on any school bus, or in any ~~s~~School ~~d~~District vehicle, including events before or after school or on weekends.

Tobacco products are defined to include cigarettes, electronic cigarettes (e-cigarettes), vape pens, candy cigarettes, chewing tobacco, blunts, blunt wraps, cigars, cigarillos, bidis, pipes, cigarette packages or smokeless tobacco containers, lighters, ash trays, key chains, t-shirts, coffee mugs and any other items containing or reasonably resembling tobacco or tobacco products. Tobacco use includes smoking, chewing, dipping or any other use of tobacco products.

School District employees who violate this policy may be subject to appropriate disciplinary action, including reprimand, suspension with or without pay or termination. Students who violate this policy may be subject to disciplinary action in accordance with Board ~~p~~Policy and the Student Code of Conduct.

REVISED: ~~**July 21, 2016**~~ **June/July, 2020**

Cherokee County Board of Education

Student Offenses and Discipline Procedures

The Cherokee County Board of Education each year will approve student ~~offense~~ conduct and discipline procedures in the "Student Code of Conduct.". ~~.~~ That ~~p~~Policy, as approved on a yearly basis, is incorporated herein by reference.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The Cherokee County Board of Education authorizes the Superintendent of Schools to approve the direct sale of student accident insurance on ~~a yearly~~ an annual basis.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

~~**Cross Ref.: Also EGB Student Insurance Program**~~

Cherokee County Board of Education

Under the direction of the Superintendent of Schools, administrative guidelines which provide operational protocols and procedures associated with the School District's provisions for student health services ~~will be established and~~ are maintained by the Office of School Operations. These protocols and procedures will provide appropriate administrative parameters for the student health program and maintain compliance with all mandated Federal Laws/regulations, statutory requirements and Federal/State/local agency-driven regulations that address the services provided within this program.

PROPOSED: **July 28, 2011**
REVISED: **June/July, 2020**

Cherokee County Board of Education

COMMUNICABLE DISEASES AND ILLNESSES

No student will be denied access to the educational programs of Cherokee County School District; nor will an otherwise qualified individual be denied employment in the ~~Cherokee County~~ School District because he or she is infected with a communicable disease or illness. A student or employee who is infected with a communicable disease or illness will remain in his or her educational or employment setting unless he or she presents a significant risk of contagion, as determined by the Superintendent of Schools and School Board ~~of Education~~ in accordance with protocols established by the State of Georgia Department of Public Health (DPH), U.S. Department of Health & Human Services (HHS), the Centers for Disease Control and Prevention (CDC) or other related public health agencies.

~~Cherokee County~~ The School District provides educational opportunities for its employees to become informed concerning transmission of communicable diseases and illnesses, including precautions to be taken in handling bodily fluids and blood, whenever necessary. The School District will adhere to standard procedures for handling blood and body fluids, consistent with the ~~Center for Disease Control's~~ CDC's *Universal Precautions for Handling Blood and Body Fluids*.

Neither the School Board ~~of Education~~ nor its employees will disclose medical information about a student or employee with a communicable disease or illness without the consent of the employee or the student or the student's parent or guardian, whichever is applicable, or only as required by law or court order.

ADOPTED: August 2, 2001
REVISED: ~~July 22, 2015~~ June/July, 2020

Cherokee County Board of Education

Eye Protection

Students, teachers and visitors must wear appropriate industrial-quality eye protection equipment at all times while participating in or observing ~~vocational; industrial arts, chemical, 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.

Each school ~~shall~~ will provide eye protection equipment to every student, teacher and visitor.

Each school ~~shall~~ will keep eye protection equipment that is clean, in good repair, durable, capable of being disinfected and that meets the requirements specified in "Practice for Occupational and Educational Eye and Face Protection," American National Standards Institute, Z87.1-1968. Use of equipment with structural or optical defects ~~shall be~~ is prohibited.

Persons whose vision requires the use of eyeglasses ~~shall~~ will be provided goggles that can be worn over corrective spectacles without disturbing the adjustment of the ~~spectacles~~ eyeglasses.

Each school that uses lasers in classrooms and laboratories ~~shall~~ will register them with the Georgia Department of Human Resources and adhere to the Rules and Regulations for Laser Radiation, Chapter 290-5-27. Georgia Department of Human Resources.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The School Board recognizes the importance of student involvement and representation regarding various aspects of the educational process, especially at the high school level as students are preparing for higher education, work and life.

Accordingly, each high school will establish and maintain an active Student Government Association (also referred to as a School Advisory Board) whose purposes are to:

A. Enable students to participate meaningfully in the operation of their school;
B. Teach students the principles of representative democracy in order to make them more effective citizens and participants in our local, state and national governments;
C. Encourage leadership qualities;
D. Foster a strong community spirit within the school;
E. Establish close cooperation among the students, faculty and staff of their respective high schools;
F. Enhance the organization and efficacy of other student-led activities;
G. Make official recommendations to the administration and other policymaking bodies;
H. Explore ways for the school to contribute to local, state and national communities; and,
I. Promote the general welfare of the school and greater community.

~~High school~~ Student Government Associations will promote positive school spirit and be charged with the responsibility of supporting or organizing school-wide activities.

Additionally, each high school will establish and maintain an active Student Council whose purposes are to:

A. Establish goals annually;
B. Provide a forum in which matters of importance to students and the school community may be addressed; and,
C. Authorize and coordinate fundraising activities in an equitable and prudent manner by issuing reasonable rules, which may be amended from time to time.

Guidelines for ~~these~~ Student Government Associations, Student Councils~~,~~ and Class Officers will be incorporated into the Principals' Handbook.

ADOPTED: ~~**June 16, 2005**~~ **June/July, 2020**

Cherokee County Board of Education

No fund raising organizations will be permitted to solicit funds from students without prior approval from the School District.

Students will not be permitted to solicit funds ~~in~~ for school-sponsored activities without prior approval from the School District.

The School District prohibits students in grades eight or lower from participating in door-to-door sales.

ADOPTED: August 2, 2001
REVISED: ~~September 1, 2016~~ June/July, 2020

Cherokee County Board of Education

School-Community Relations

In an effort to ensure and enhance the possibilities for excellence in the education of our children in a free society, the Cherokee County Board of Education presents and endorses this ~~statement of p~~Policy on school and community relations because of its conviction that:

1. the public schools belong in every sense to the people who created them by consent, and support them by taxation;

2. the public schools are only as strong as and no stronger than the intelligent and informed support of the people of the community; and,

3. the support of the people must be based upon the knowledge of, their understanding about, and their participation in the aim and effort of the public schools.

The design and intent of the School Board to carry out these principles ~~shall~~ will be:

1. to keep the citizens of the community regularly and thoroughly informed through all the channels of communication on all the policies, programs, concerns, problems~~,~~ and planning of the ~~s~~School District ~~system~~, and to carry out this policy through its own efforts and the Office of the Superintendent of Schools;

2. to invite the advice and counsel of the people of the community at ~~all~~ reasonable times ~~and especially at all monthly meetings of the Board~~, except at executive sessions; and,

3. to solicit the sound thinking of the people through various means to be established by the School Board to consider those problems which vitally affect the future of our children.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The Superintendent of Schools or a designee will be the ~~press~~ news media liaison ~~person~~ for coordinating the release of information concerning the ~~school system~~ School District and action of the School Board.

The Board ~~chairperson shall~~ Chair will be the official spokesperson for the School Board and the ~~s~~School ~~system~~ District, except as this duty is delegated to the Superintendent.

Information Release

Unless otherwise required by law, i~~I~~t ~~shall~~ will be the duty of the ~~Cherokee County~~ School Board ~~of Education~~ to encourage all School Board members, the Superintendent and all employees to restrict contact with the news media on all issues involving personnel or pupil personnel matters.

This ~~p~~Policy is enacted in order to preserve certain confidentiality requirements of personnel and students as well as preserve the integrity of the School Board ~~of Education~~ as a fact-finding body.

ADOPTED: August 2, 2001
REVISED: June/July 2020

Cherokee County Board of Education

While the schools have the primary responsibility for the formal education of the children and youth of the ~~system~~ community, the Cherokee County Board of Education recognizes that many governmental agencies and community organizations play a definite role in education.

Therefore, it ~~shall~~ will be the ~~desire~~ goal of the School Board to establish positive working relationships with other public and private organizations which contribute to the education and the general welfare of the citizens of the community.

The School Board, as an individual body, has no statutory relationships to other local governmental bodies. It will, however, cooperate with other governing bodies in working toward the best interests of the youth and the citizens of the county.

The School Board will maintain complete autonomy at all times in its cooperative efforts with community agencies.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education

The Cherokee County Board of Education recognizes the role of the ~~s~~School ~~c~~Council is to bring communities and schools closer together in a spirit of cooperation~~,~~ to solve difficult education problems, improve academic achievement, provide support for teachers and administrators~~,~~ and bring parents into the school-based decision-making process. The ~~s~~School ~~c~~Council will advise and assist the principal in facilitating the development and monitoring of the progress of the School Improvement Plan (SIP). School ~~c~~Councils will operate under established administrative guidelines, as determined by the ~~A+ Education Reform Act of 2000,~~ O.C.G.A. § 20-2-85, *et seq.* ~~86. (Amended 5/4/2004).~~

The structure, membership~~,~~ and responsibilities of the ~~s~~School ~~c~~Council ~~shall~~ will be ~~determined~~ in accordance with O.C.G.A. § 20-2-85 et seq., the *Cherokee County School District Handbook for School Councils*~~;~~ and its *Bylaws and Guidelines*.

APPROVED: July 21, 2016
REVISED: June/July, 2020

Cherokee County Board of Education

School Board Members and staff members can improve their effectiveness and the quality of the education of the students through visitation of ~~school systems~~ School Districts with novel, pilot~~,~~ or innovative programs.

To ensure the continuity of the educational program and guard against classroom interruptions, delegations desiring to visit any particular department or school in the ~~Cherokee County~~ School District ~~shall~~ will make arrangements to do so through the Office of the Superintendent. The Superintendent will make necessary arrangements for appropriate staff members to accommodate the request and ~~will~~ ensure that undesirable interruptions in the scheduled programs of students and staff members do not take place.

Professional visitors arriving at schools unannounced ~~should~~ will be directed to the ~~o~~Office of School Operations, where they will be accommodated only if this does not interfere with scheduled plans of staff members.

ADOPTED: August 2, 2001
REVISED: June/July, 2020

Cherokee County Board of Education