Cherokee County School District

Agenda Request Form

Meeting Date	Agenda Item Number
May 19, 2022	I-2

Title

SY2022-23 CCSD Code of Conduct

Requested Action

School Board Consideration of Superintendent's Recommendation for Approval of SY2022-23 CCSD Code of Conduct

Summary Explanation and Background

To keep students, parents and the community apprised of appropriate and necessary changes, the CCSD Code of Conduct Handbook will continue to be made available for review by all parents and students through district-level postings and school site distribution. School Board approval of the SY2022-23 CCSD Code of Conduct at this meeting is essential for all updates to be incorporated and the handbook published in a timely manner.

Based upon the recommendation of the Superintendent's Ad Hoc Code of Conduct Handbook Committee (comprised of central office and school-based administrators, teachers and parents), modifications were made to reflect organizational changes and to ensure continued compliance with current statutory provisions.

Priority Area

(1) Organizational and Operational Effectiveness; (2) Positive Culture and Climate

Financial Impact

N/A

Exhibits: (List)

(1) Summary of Proposed Changes to SY2022-23 CCSD Code of Conduct; (2) SY2022-23 CCSD Code of Conduct

Source of Additional Information

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CHEROKEE COUNTY SCHOOL DISTRICT
Summary of Proposed Changes to Code of Conduct
SY2022-23

	Descriptor	Page(s)
1.	Update Cover	Cover
2.	Technical Modifications (Grammar, punctuation edits, etc.)	Entire document
3.	Mission and Purpose • Modified language	3
4.	Section IX – Reporting Infractions • Modified reportable codes • Added clause	6
5.	Section XII – Definitions • ACE Academy – Modified language • Distribution of Banned Substances – Modified language • Redemptive Practices - codes updated • Visible Injury – Removed	6-8
6.	Weapons Infractions • Definition - Modified language 01C • Modified language - 01C.3, 01D.3	12-13
7.	Actions Against Employees Infractions • Visible Injury definition - Added	17
8.	Actions Against Students Infractions • Definitions – Added • Updated reporting – code 04B • Modified language – 04C.3, 04C.4 • Redemptive clause removed – 04C.4	19-20
9.	Alcohol/Drug/Tobacco/Vaping Infractions • Definitions 05B, 05E, 05F – Modified language • Modified language – 05B.1, 05B.2, 05B.3, 05D.2, 05D.3, 05D.4, 05E.1, 05E.2 • Updated reporting – codes 05E.3, 05E.4, 05F.2, 05F.3 • Redemptive clause removed – 05C.4, 05D.4, 05E.4	26-32
10.	Educational Disturbance Infractions • Modified language – 06A.3	33
11.	Dress Code • Codes reduced to one • Modified language	44 48-49

Cherokee County School District

2022-2023
CODE OF CONDUCT

Dr. Brian V. Hightower
Superintendent of Schools



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Student Infractions and Discipline Procedures

Mission and Purpose

The mission of the Cherokee County School District ("District") is based on a commitment to "Educate the Emerging Generation" through positive and engaging learning environments designed to increase the performance of all students. In order to facilitate a productive, engaging and collaborative learning environment, the District believes safe, diverse and inclusive schools are critical for successful teaching and learning and strengthening cultures of belonging, kindness and possibility. The District's behavior standards, as outlined in this Code of Conduct, govern student actions while attending school, on school property and/or attending a school-sponsored event. As it relates to these standards, there is an expectation that students will behave themselves in such a way so as to facilitate a positive and collaborative learning environment for themselves and other students. We expect students to:

- Respect themselves and each other;
- Respect District employees;
- Adhere to student behavior policies adopted by the School Board;
- Adhere to rules established by individual schools; and
- ~~Participate in creating school and District cultures founded on Social and Emotional Learning principles.~~ Participate in establishing and maintaining positive school and District cultures and climates.

CHEROKEE COUNTY BOARD OF EDUCATION

Kyla Cromer, School Board Chair
Robert Rechsteiner, School Board Vice-Chair
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Dr. Brian V. Hightower
Superintendent of Schools

Important Notes

Note: In accordance with disciplinary procedures of the Cherokee County School District ("District"), and as required by O.C.G.A. § 20-2-736, this publication of student behavior infractions and required or recommended dispositions is submitted for the information of school personnel, students and parents.

Introduction to Student Discipline Procedures

Section I: Progressive Discipline

The District will utilize progressive discipline processes in order to create the expectation that the degree of discipline will be in proportion to the severity of the behavior and consideration will be given to each student's previous discipline history and any other relative factors. The District will follow due process procedures as required by federal and state law.

Section II: Notification Procedures

A teacher or other staff member must document a student's violation of the student code of conduct within one school day of receiving notice of the incident. The report will describe the student's behavior. The report will be filed with the Principal (or designee) within one school day of the most recent occurrence of such behavior, will not exceed one page and will describe the behavior. The Principal (or designee) will, within one school day after receiving such a report from a teacher, send to the student's parents or guardian a copy of the report and information regarding how the student's parents or guardians may contact the Principal (or designee).

Following an appropriate investigation in compliance with Section III below of the alleged infraction, the Principal (or designee) will make a determination regarding a disposition.

The Principal (or designee) will send written notification to the teacher of the action taken relative to the student incident referred by that teacher.

Section III: Due Process Rights for Students Relative to Administrative Investigations

In all cases, the rights of individuals involved will be ensured and protected. If the Principal (or designee) is planning to impose a punishment amounting to less than a 10-day suspension, he/she has three responsibilities to the student (*Goss v. Lopez*, 419 U.S. 565 (1975)):

1. Notify the student of the charge;
2. Provide an explanation of the evidence collected; and,
3. Extend an opportunity to the student to answer to that charge.

If the Principal (or designee) is seeking to impose a punishment that will exceed a 10-day suspension/expulsion, the student is entitled to a due process discipline hearing before a panel of individuals approved by the Board of Education or a hearing officer.

Section IV: Student Searches

School officials are authorized to conduct reasonable searches of students, pursuant to applicable law.

Description of Search Types:

- Student Searches: When reasonable suspicion exists, school officials may search students whom they believe may be in possession of prohibited items (contraband) and/or have violated a criminal law(s) and/or a school rule(s). The scope of the search will be reasonably related to the purpose of the search and not excessively intrusive in light of the age and gender of the student and the nature of the suspected infraction.

- School Property Searches: (i.e., lockers, desks, etc.): Student lockers, desks and all school and classroom storage areas are school property and remain at all times under the control of the school. These areas are not private. Periodic general inspections of these areas may be conducted by school authorities for any reason at any time without notice and without student consent.

- Personal Property Searches: (i.e., automobiles, purses, book bags, etc.): These searches may be conducted pursuant to reasonable suspicion. Students who obtain a parking permit and park on school properties give consent to search their vehicle as a condition to obtaining a parking permit. Students are permitted to park on school premises as a matter of privilege, not of right. The schools retain the authority to conduct routine patrols of student parking lots and inspections of student vehicles on school property. Students should not expect their vehicles or vehicle contents to remain private if exercising the privilege of parking on campus.

- Reasonable Suspicion: Reasonable suspicion is a legal standard that applies in different administrative contexts, most often where searches and seizures are involved. Reasonable suspicion is a standard lower than probable cause and it does not require anywhere near 50% certainty that the student has done something illegal or in violation of school rules. Reasonable suspension must be based upon articulable facts and must be more than a mere hunch.

Section V: Illegal Acts

Parents and students should be aware that in some instances, an offense may constitute a violation of Georgia Law, as well as District policy. In such cases, students may be punished for violations of policy, as well as criminally prosecuted for violation of the state law.

Section VI: Vector Solutions Alert/ "See Something, Say Something!"

Express or implied threats of violence will be treated seriously. Students should always report any potential threats regarding the safety or welfare of students and/or staff to a school administrator or staff member.

Students should also notify an administrator or staff member when illegal, suspicious, dangerous or banned items are known to be or are found in the school building, on the school campus, or on the school bus.

The District utilizes the Vector Solutions Alert to allow stakeholders to report concerns. Through Vector Solutions Alert, safety concerns can be submitted to the District in four (4) different ways:

By Phone or Text:	470.315.9171
By Email:	1695@alert1.us
By Online Message:	https://cherokee-ga.safeschoolsalert.com/
Reminder:	This system does not replace 911; please call 911 in an emergency

Section VII: Discipline of Students with IDEA Services and 504 Services

A. GUIDELINES FOR SUSPENSION/EXPULSION OF STUDENTS RECEIVING SPECIAL EDUCATION SERVICES OR SECTION 504 SERVICES

Nothing in this Code of Conduct will be construed to infringe on any rights provided to students pursuant to Individuals with Disabilities Education Act (IDEA), Section 504 of the Federal Rehabilitation Act of 1973 or the federal Americans with Disabilities Act (ADA) of 1990.

A student receiving special education services under IDEA or services under Section 504 can be suspended out-of-school (OSS) for a total of 10 consecutive or cumulative school days in a school year without the student's IEP team or 504 team considering whether the student's behavior is a manifestation of the student's disability.

If school administration is proposing suspension or expulsion beyond 10 school days or that exceeds 10 cumulative school days in a school year for a student receiving special education services under IDEA or services under Section 504, the District must conduct a Manifestation Determination Review (MDR). The purpose of the MDR will be to determine whether the student's behavior was a manifestation of the student's disability. If the behavior is determined to be a manifestation of the student's disability, the student must return to the placement from which the student was removed, unless the parent and the District agree to a change of placement. If the behavior is found not to be a manifestation of the student's disability, then the School District may impose the recommended discipline as it would to a student without a disability; however, the special education student must continue to receive educational services.

In cases in which a student is being considered for a suspension/expulsion beyond 10 school days, and there is no record indicating the student is eligible for special education services under IDEA or services under Section 504, but the parent(s)/legal guardian claim the school/District has knowledge that the student does have a disability and should be an eligible student, the school administration must notify the Executive Director of Special Education before proceeding with the discipline process.

B. TRIBUNAL GUIDELINES FOR STUDENT RECEIVING SPECIAL EDUCATION SERVICES AND/OR 504 SERVICES

Students receiving special education services under IDEA and/or Section 504 services are afforded the same right to a disciplinary due process hearing before a tribunal as nondisabled students where there is a recommendation for suspension/expulsion beyond 10 consecutive school days.

Nothing in this rule will alter or adversely affect the rights of students with disabilities under applicable federal and state laws.

Section VIII: Discipline of Students K-3

Before expelling or suspending a K-3 student out-of-school ("OSS") for more than five (5) consecutive or cumulative days during a school year, the school must implement a multi-tiered system of supports including but not limited to Response to Intervention ("RTI") unless the student possessed a weapon as described by O.C.G.A. §§ 16-11-121, 16-11-125.1, and 16-11-131, controlled drugs or dangerous substances as defined below, other weapon as defined by O.C.G.A. § 16-11-127.1 or committed such actions as to endanger the physical safety of other students or school personnel.

Section IX: Reporting Infractions

The following violations of this Code of Conduct must be reported to the Cherokee County School District Police Department, Cherokee County District Attorney (DA) and the District Office of School Operations: 01B.1, 01B.2, 01B.3, 01C.3*, 03B.3*, 04B*, 04C.4*, 05E.3, 05E.4**, 05F.2, 05F.3, 08C and 14. School personnel who knowingly fail to report the above-mentioned violation to the DA may be guilty of a misdemeanor pursuant to O.C.G.A. § 20-2-1184 (d).

*These act(s) of physical violence must rise to the level of Aggravated Assault or Aggravated Battery pursuant to O.C.G.A. § 16-5-21 or § 16-5-24 to be reportable to the District Attorney.

**The vape juice must contain a drug or substance prohibited by O.C.G.A. § 16-13-30 to be reportable to the District Attorney.

Section X: Unsafe School Choice Option and Violent Criminal Offenses

Major offenses including, but not limited to, drug and weapon offenses can lead to schools being named as an "Unsafe School" according to the provisions of the State Board Rule 160-4-8-.16, Unsafe School Choice Option (USCO). Also, under USCO provisions, District guidelines are in place to facilitate the timely and appropriate requested transfer of students who are victims of "violent criminal offenses" and/or students enrolled in schools determined to be "persistently dangerous" (as determined by the same State Board Rule).

Section XI: Disciplining Off-Campus Student Behavior

The authority of administrators to discipline a student is not limited to the student's on-campus conduct. Students may be suspended or expelled for off-campus conduct which is reasonably related to any school activity and is contrary to the law or has an adverse impact on good order, discipline or the learning environment at the school. Students may also be expelled or denied admission if they are charged with a felony or a crime that would be a felony if not charged in Juvenile Court. (O.C.G.A. § 20-2-768)

Section XII: Definitions

ACE Academy: Alternative School program with both in person and digital components for students who meet certain criteria regarding their school behavior, including poor attendance or academic deficiencies.

Administrator: An administrator refers to a Principal, Assistant Principal or other designated person to whom authority has been delegated.

Banned Substances: Substances prohibited and defined by Code of Conduct sections 5A, 5B, 5C, 5D, 5E and 5F ("Banned Substances")

Detention: A requirement that the student report to a specified school location and to a designated teacher or school official to make up work missed or to receive specific instruction in behavior modification. Detention may require the student's attendance before school, after school, on Saturdays or during scheduled class or school activity time if school officials deem removal of the student from his/her regular school schedule essential to the well-being of the student or school.

Disciplinary Hearing Panel: A group of at least three (3) individual(s) appointed by the Board to adjudicate student discipline when there has been a recommendation by an administrator for suspension or expulsion beyond ten (10) school days.

Disciplinary Tribunal: A due process hearing afforded to students where there is a recommendation for suspension/expulsion for longer than 10 school days. A tribunal panel has the authority to suspend students out of school long-term, expel or place them in Alternative School or ACE Academy. All tribunals must be held no later than 10 days after the beginning of the student's suspension unless: (1) the parent/guardian requests, in writing, an extension to the established deadline; (2) parent/guardian agrees to maintain student's current status until tribunal has been completed; and (3) both school and parent accept this extension/continuance. Any teacher who is called as a witness by the District will be given notice no later than three days prior to the hearing.

Due Process: The process required by State and federal law when disciplining students. (see *Goss vs. Lopez* 419 U.S. 565 and O.C.G.A. § 20-2-754)

Distribution of Banned Substances: ~~The transport from a location outside of school substances~~ The sale, barter, or exchange for anything of value of a substance prohibited by the Code of Conduct sections 5A, 5B, 5C, 5D, 5E and 5F ("Banned Substances"). ~~for the purpose of supplying Banned Substances to one or more students at school. Distribution will also include the sale of a Banned Substances regardless of how the banned substance arrived on campus. Distribution may be inferred by the amount, manner of packaging and storage of the banned substance.~~ Distribution of Banned Substances also includes the possession of a Banned Substance with the intent to sell, barter, or exchange for anything of value the Banned Substance. Distribution may be inferred by the amount, manner of packaging, and storage of the Banned Substance or the possession of money or anything of value in an amount exceeding what the typical student would possess.

Expulsion: The removal of a student from school beyond the current school quarter or semester.

In-School Suspension (ISS): The removal of a student from his/her class for at least half a school day by the Principal (or designee) and assignment to a location supervised by appropriate personnel in another room on the school premises for a period not exceeding 10 consecutive school days.

Long-Term Suspension: The suspension of a student from school for more than 10 school days, but not beyond the current school quarter or semester.

Out-of-School Suspension (OSS): The denial of a student of the right to attend school. Students who have been externally suspended are not permitted on any District school campus or at any school function while under suspension. This includes students attending ACE Academy as determined by a tribunal, except when the students are allowed bus privileges to/from home. Externally suspended students who return to school or attend a school function while under expulsion/suspension may be considered to have criminally trespassed and may be prosecuted accordingly if they have not obtained and carry written permission from that Principal to return or attend a school function.

Parent: The student's natural parent, adoptive parent, person with valid, non-revocable power of attorney or court approved legal guardian. For the purpose of special education, parent will be defined according to IDEA.

Permanent Expulsion: Expulsion from all District schools for the remainder of the student's eligibility to attend school pursuant to Georgia law.

Progressive Discipline: The degree of discipline will be in proportion to the severity and/or the number of occurrences of the behavior.

Redemptive Practices: Students may be eligible to reduce tribunal-imposed discipline through participation and completion of redemptive practices. Students wishing to lessen a tribunal-imposed discipline through redemptive practices must have no unexcused absences, acceptable conduct, and must be making sufficient academic progress. Additionally, students must complete an additional course of study that may include, but not be limited to group counseling, individual counseling, participation in seminars and/or community service hours as may be prescribed by the Chief Operations Officer. Successful completion gives the student the opportunity to modify the length of expulsion and the status of the expulsion as it relates to the student record.

The discipline infractions within the Code of Conduct not eligible for Redemptive Practices are as follows: 01A.3, 01B.2, 01B.3, 01C.3, 01D.3, 02B.3, 03A.3, 03B.3, ~~04C.4~~, 04F.3, 04G.3, ~~05C.4, 05D.4, 05E.4~~, 05F.3, 06B.3, 06D, 08B.3, 08C and all Unsafe School Choice Option Infractions.

School Property: includes, but is not limited to:

1. Any and all property owned, leased or occupied by the District;
2. Any other property or building, including school bus stops, wherever located, and where any school sponsored/sanctioned function or activity is conducted; and,
3. Any bus or other vehicle used in connection with school functions and activities, including but not limited to school buses, buses leased by the District and privately-owned vehicles used for transportation to and from school activities.

School Technology Resources: includes, but is not limited to:

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

School-Wide Panic or Alarm: Any action that results in any of the following: the imposition of a code "red" school lockdown, panic among the student body that results in a higher than normal check-out and/or absentee rate, parental concern that results in a higher-than-normal parent call-in rate, disruption/or interruption of more than 10 educational classes and/or a school-wide evacuation.

Self-Defense: Self-defense is defined by O.C.G.A. § 16-3-21 as when a student is justified in threatening or using force against another when and to the extent that he or she reasonably believes that such threat or force is necessary to defend himself or herself or a third person against such other's imminent use of unlawful force. A student is not justified in using force under the circumstances if the student (1) initially provokes the use of force against himself with the intent to use such force as an excuse to inflict bodily harm upon the assailant; (2) is attempting to commit, committing or fleeing after the commission or attempted commission of a felony; or (3) was the aggressor or was engaged in a combat by agreement unless he withdraws from the encounter and effectively communicates to such other person his intent to do so and the other, notwithstanding, continues or threatens to continue the use of unlawful force.

Short-Term Suspension: The suspension of a student from school for 10 school days or less.

Suspension of Bus Privileges: Denial of the privilege of District bus transportation as the result of disciplinary infraction(s).

Suspension of Parking Privileges: Parking is a privilege bestowed by permit which may be suspended or revoked at the Principal's discretion.

Teacher: A classroom teacher, counselor, school assistant, substitute teacher or a student teacher who has been given authority over some part of the school program by the Principal or a supervising teacher.

Transfer of Banned Substances: The conveyance of banned substances to or among students at school either directly or by leaving the Banned Substance at a predetermined location/subsequently identified location.

Tribunal Deferral: For students' grades K-5, it is permissible for the Principal, in working with the student and parent(s)/guardian(s), to substitute a "Tribunal Deferral" in place of the required recommendation for long-term suspension or expulsion. Tribunal Deferrals may also be utilized for students grades 6-12 in limited situations as determined by the Office of School Operations. This deferral would involve an admission of guilt from the student, as well as, an outline of the school-assigned consequences which, if involving a suspension or assignment to Alternative School, cannot exceed 10 days.

~~Visible Injury: An injury that is evident to any person other than the injured at the scene.~~

Section XIII: Student Discipline Policies

Current School Board Policies may be reviewed on the District website.

Section XIV: State Coding of Conduct Infractions

The Georgia Department of Education requires that certain reportable discipline infractions be coded for identification purposes. The three classifications for these reportable infractions are mild, moderate and severe.

These infractions may be denoted in the Code of Conduct by the use of a decimal, then a number. An example of this coding system would be:

Code # .1	=	Mild level
Code # .2	=	Moderate level
Code # .3/.4	=	Severe level

Codes that are not state reportable may not be divided into these code sections.

Section XV: Amending the Code of Conduct

Additions or changes in the student infraction codes and the corresponding dispositions contained within the Code of Conduct may be made as deemed necessary. If this becomes necessary, appropriate announcements will be made to all students.

Student Infractions and Dispositions

Weapons Infractions (01A; 01B; 01C; 01D; 01E)

01A POSSESSION OF ANY DEVICE CAPABLE OF INJURY, OR DEATH, OR DESTRUCTION OF PROPERTY BY MEANS OF CAUSING AN EXPLOSION, OR ANY ITEM DEEMED TO BE USED IN A DESTRUCTIVE MANNER OR USED TO INJURE, WOUND, OR KILL AN INDIVIDUAL BY THE RELEASE OF A SPRAY, FOAM, GAS, SPARK, OR SMOKE (e.g., mace, pepper spray, bear spray and/or OC spray) - For purposes of this section, such devices will be referred to as "explosive devices" and will include but are not limited to:

- Bullets or ammunition of any kind.
- Fireworks of any type and size including consumer fireworks as defined in O.C.G.A. § 25-10-1.
- Smoke bombs, paint bombs, stink bombs and any type of homemade bomb.

.1 UNINTENTIONAL POSSESSION OF ANY EXPLOSIVE DEVICE – Unknowingly possessing any explosive device on school grounds, the bus, the bus stop or at any school event.

Disposition:

- Immediate suspension for one to nine school days.
- Tribunal may be scheduled, with recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.

REPORTING CCSD Police; State Report

.2 INTENTIONAL POSSESSION OF ANY EXPLOSIVE DEVICE WITH NO INTENT TO DO HARM - Knowingly possessing any explosive device on school grounds, the bus, the bus stop or at any school event with no intent to harm.

Disposition:

- Immediate suspension for one to nine school days.
- Tribunal will be scheduled, with recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.

REPORTING CCSD Police, State Report

.3 INTENTIONAL POSSESSION OF ANY EXPLOSIVE DEVICE WITH INTENT TO DO HARM OR DO DAMAGE TO PROPERTY – Knowingly possessing any explosive device on school grounds, the bus, the bus stop or at any school event with the manifest intent to harm.

Disposition:

- Immediate suspension for one to nine school days.
- Tribunal will be scheduled, with recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, State Report

01B POSSESSION OF A FIREARM OR DANGEROUS WEAPON

A. Firearm is defined by O.C.G.A. § 16-11-131(a)(2) as a handgun, rifle, shotgun or other weapon which will or can be converted to expel a projectile by the action of an explosive or electrical discharge.

B. Dangerous Weapon is defined by O.C.G.A. § 16-11-121. A dangerous weapon includes any weapon commonly known as a "rocket launcher," "bazooka" or "recoilless rifle" which fires explosive or nonexplosive rockets designed to injure or kill personnel or destroy heavy armor or similar weapon used for such purpose. The term will also mean a weapon commonly known as a "mortar" which fires high explosive from a metallic cylinder and which is commonly used by the armed forces as an antipersonnel weapon or similar weapon used for such purpose. The term will also mean a weapon commonly known as a "hand grenade" or other similar weapon which is designed to explode and injure personnel or similar weapon used for such purpose.

Possession is prohibited on school property, the bus, the bus stop or at any school function. For purposes of this section, action may be taken without regard to whether the weapon is loaded or unloaded or is presently capable of firing or detonating.

.1 UNINTENTIONAL POSSESSION OF A FIREARM OR DANGEROUS WEAPON – Unknowingly possessing a firearm or dangerous weapon on school property, the bus, the bus stop or at any school function.

Disposition:

- Immediate external suspension for nine school days.
- Tribunal will be scheduled, with recommendation for long-term assignment to Ace Academy or expulsion. Within the student information system, it must be noted if the firearm is a rifle (this is reported separately to the State).
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.

REPORTING CCSD Police, District Attorney, State Report

.2 INTENTIONAL POSSESSION OF A FIREARM OR DANGEROUS WEAPON WITH NO INTENT TO DO HARM – Knowingly possessing a firearm or dangerous weapon on school property, the bus, the bus stop or at any school function with no intent to do harm.

Disposition:

- Immediate external suspension for nine school days.
- Tribunal will be scheduled, with recommendation for expulsion. Within the student information system, it must be noted if the firearm is a rifle (this is reported separately to the State).
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, District Attorney, State Report

.3 INTENTIONAL POSSESSION OF A FIREARM OR DANGEROUS WEAPON WITH INTENT TO DO HARM OR CAUSE DAMAGE TO PROPERTY – Knowingly possessing a firearm or dangerous weapon on school property, the bus, the bus stop or at any school function with the manifest intent to do harm. For purposes of this section, action may be taken without regard to whether the weapon is loaded or unloaded or is presently capable of firing or being detonated.

Disposition:

- Immediate external suspension for nine school days.
- Tribunal will be scheduled, with recommendation for expulsion. Within the student information system, it must be noted if the firearm is a rifle (this is reported separately to the State).
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, District Attorney, State Report

01C POSSESSION OF OTHER WEAPONS (as defined by O.C.G.A. § 16-11-127.1(a)(4))

Weapon means and includes any pistol, revolver or any weapon designed or intended to propel a missile of any kind by means of compressed air, compressed gas or a spring (e.g. BB guns, pellet guns, paint pellet guns, airsoft guns) any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type instrument or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart or any object of like kind and any stun gun or Taser as defined in subsection (a) of Code Section 16-11-106. *Also included as weapons are ~~permitted~~ medical accessories (i.e. Hypodermic needle, lancet) and/or school tools (i.e. pencils, pens) when used in a manner to injure or threaten injury to students, school employee or third parties."*

.1 UNINTENTIONAL POSSESSION OF OTHER WEAPONS – Unknowingly possessing Other Weapons on school property, school bus, school bus stop or at any school function.

Disposition:

- Penalty at the discretion of the Principal, including suspension from one to nine days and referral to a discipline tribunal.
- Because of serious nature of the infraction, either (A) a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion; OR (B) a Tribunal Deferral may be filed. Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School (high school)/In-School Suspension (middle school) must not exceed nine days.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.

REPORTING CCSD Police, State Report

.2 INTENTIONAL POSSESSION OF OTHER WEAPONS WITH NO INTENT TO DO HARM - Knowingly possessing Other Weapons on school property, school bus, school bus stop or at any school function with no manifest intent to do harm.

Disposition:

- Immediate external suspension for nine days.
- Because of serious nature of infraction, either (A) a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion; OR (B) a Tribunal Deferral will be filed. Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School (high school)/In-School Suspension (middle school) must not exceed nine days.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.

REPORTING CCSD Police, State Report

.3 INTENTIONAL POSSESSION OF OTHER WEAPONS WITH THE INTENT TO DO HARM TO PERSON OR PROPERTY AND/OR USED IN AN ASSAULT/BATTERY - Knowingly possessing Other Weapons on school property, school bus, school bus stop or at any school function with the manifest intent to do harm.

Disposition:

- Immediate external suspension for nine days.
- Because of serious nature of infraction, either (A) a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion; OR (B) a Tribunal Deferral will be filed. Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School (high school)/In-School Suspension (middle school) must not exceed nine days.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.
- If the act(s) of physical violence rises to the level of Aggravated Assault or Aggravated Battery, pursuant to O.C.G.A. § 16-5-21 or § 16-5-24, the District Attorney will be notified.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, District Attorney, State Report

01D POSSESSION OF A HOAX EXPLOSIVE DEVICE, FIREARM, WEAPON OR DANGEROUS WEAPON WILL BE DEFINED AS – Any "look alike/hoax" device, or replica of an explosive device, firearm, weapon or dangerous weapon which by virtue of its shape, design or representation causes another person to believe the hoax device to be an explosive device, firearm, weapon or dangerous weapon as defined by Georgia law on school property, the school bus, the bus stop or at any school function. (See definitions in 01A, 01B and 01C and O.C.G.A. §§ 16-11-131, 16-11-121, and 16-11-127.1)

.1 UNINTENTIONAL POSSESSION OF A HOAX WEAPON - Unknowingly possessing a Hoax Device on school property, school bus, school bus stop or at any school function with NO intent to cause bodily injury, death or property damage/destruction.

Disposition:

- Penalty at the discretion of the Principal, up to suspension from one to nine days and referral to a discipline tribunal.
- A Tribunal may be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.

REPORTING CCSD Police, State Report

.2 INTENTIONAL POSSESSION OF A HOAX WEAPON WITH NO INTENT TO DO HARM - Possessing a Hoax Weapon on school property, school bus, school bus stop or at any school function with no manifest intent to do harm.

Disposition:

- Immediate external suspension for nine days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.

REPORTING CCSD Police, State Report

.3 INTENTIONAL POSSESSION OF A HOAX WEAPON WITH THE INTENT TO DO HARM TO PERSON OR PROPERTY AND/OR USED IN AN ASSAULT/BATTERY - Possessing a Hoax Weapon on school property, school bus, school bus stop or at any school function WITH the manifest intent to cause bodily injury, death or property damage/destruction. Intent to harm may be inferred if firearm/weapon is represented as an actual weapon.

Disposition:

- Immediate external suspension for nine days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended or expelled from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, State Report

01E FAILURE TO REPORT EXPLOSIVE DEVICES, FIREARMS, DANGEROUS WEAPONS AND WEAPONS ON CAMPUS - Students who have personal knowledge of any explosive devices, firearms, dangerous weapons and (as defined in O.C.G.A. §§ 16-11-131, 16-11-121, and 16-11-127.1) or other dangerous device (e.g. ammunition, explosive devices, hoax devices) will immediately report the information to an administrator, teacher or school police officer. Failure to report the information will be viewed as "conscious disregard" for the safety of others and the safety of the school campus.

Disposition:

- The punishment will be at the discretion of the Principal depending on the circumstances of the violation. The Principal may suspend a total of nine school days or may recommend long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

Public Alarm/Arson Infractions (02A; 02B)

02A FALSE ALARM

.1 FALSE ALARM WITHOUT PUBLIC DISSEMINATION -The transmittal to a person(s) without dissemination to others, through any verbal/non-verbal manner or action including through any social media or gaming platforms, that an explosive device, destructive device or device intended to release hazardous material of any nature is concealed in such a place that its explosion, detonation or release would endanger human life, cause injury or damage property knowing at the time that such report is false.

Disposition:

- Immediate suspension for one to nine school days.
- Because of serious nature of infraction, a Tribunal may be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended from bus transportation.

REPORTING CCSD Police

.2 FALSE FIRE ALARM – The transmittal, through any verbal/non-verbal manner or action, to any fire department, agency or person(s) of a false report of fire, knowing at the time that there is no reason to believe that a fire exists. This offense will specifically include the activation of a FIRE ALARM without cause.

Disposition:

- Immediate suspension for one to nine school days.
- Tribunal will be scheduled, with recommendation for expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.3 FALSE PUBLIC ALARM WITH SCHOOL-WIDE DISSEMINATION - The transmittal to a person(s) or dissemination to others resulting in school-wide dissemination through any verbal/non-verbal manner or action including through any social media or gaming platforms, that an explosive device, destructive device or device intended to release hazardous material of any nature is concealed in such a place that its explosion, detonation or release would endanger human life, cause injury or damage property knowing at the time that such report is false.

Disposition:

- Immediate suspension for one to nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

02B ARSON

.1 ARSON; DAMAGE TO PERSONAL OR SCHOOL PROPERTY VALUE MORE THAN $25 – when a person unlawfully causes, aids or encourages damages to personal property or school property with a value of $25 or more by means of fire or explosives.

Disposition:

- Immediate suspension for one to nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- Restitution to be determined by District or court having jurisdiction (when applicable.)
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended from bus transportation.

REPORTING CCSD Police

.2 ARSON; DAMAGE TO PROPERTY, VEHICLE OR STRUCTURE - when a person knowingly causes damage to a school building, vehicle parked on school property or any other school structure by means of fire or explosives.

Disposition:

- Immediate suspension for one to nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- Restitution to be determined by District or court having jurisdiction (when applicable).
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended from bus transportation.

REPORTING CCSD Police

.3 ARSON; ENDANGERS HUMAN LIFE– a person knowingly causes damage, with fire or explosives, to an occupied or unoccupied school building or vehicle on school property that could endanger human life.

Disposition:

- Immediate suspension for one to nine school days.
- Tribunal will be scheduled, with recommendation for expulsion.
- Restitution to be determined by District or court having jurisdiction (when applicable).
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student may be suspended from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, State Report

Actions Against Employees Infractions (03A; 03B)

For purposes of this section, the following definitions will apply:

- Assault: A student commits the infraction of assault when he or she attempts to commit a violent injury to a person of another or commits an act which places another in reasonable apprehension of immediate injury.
- Battery/Physical Violence: (A) Intentionally making physical contact of an insulting or provoking nature with the person of another; or (B) Intentionally making physical contact, which causes physical harm to another unless such contact was in defense of himself or herself.
- Disrespect: Insulting speech, writing or gestures directed to a school employee which tends to disrupt the learning environment. Such speech, writing or gestures may include, but is not limited to, the use of expletives, name-calling, derogatory remarks, statements of defiance or any other public speech which a reasonable person would consider inappropriate and disruptive to the learning environment.
- School Employee: Teachers, school bus drivers, school officials and any other employee of the District. For purposes of this Code Section, school volunteers will be included as a school employee.
- Terroristic Threats: A student commits the offense of terroristic threats when he or she threatens to commit any crime of violence, release any hazardous substance, burn or damage property for the purposes of terrorizing another via social media, direct contact, private message, text message or through any other form of communication either online or in person.
- Visible Injury: An injury that is evident to any person or school or medical personnel treating the employee after the injury is received.

03A NON-PHYSICAL ACTIONS AGAINST EMPLOYEES

.1 DISRESPECT DIRECTED AT A SCHOOL EMPLOYEE as defined above.

Disposition:

- Immediate suspension for one to nine school days.
- Tribunal may be scheduled, with recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.2 ASSAULT OF AN EMPLOYEE as defined above.

Disposition:

- Immediate suspension for nine school days.
- A tribunal will be scheduled. A recommendation of long-term assignment to Ace Academy or expulsion will be made to the disciplinary tribunal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from the bus for one to nine school days.

REPORTING None

.3 TERRORISTIC THREAT TO A SCHOOL EMPLOYEE as defined above.

Disposition:

- Immediate suspension for one to nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from the bus for one to nine school days.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING State Report

03B PHYSICAL ACTIONS/BATTERY AGAINST EMPLOYEES

.1 INCIDENTAL CONTACT WITH EMPLOYEE DURING AN ALTERCATION WITH A THIRD-PARTY OTHER THAN SCHOOL EMPLOYEE

Disposition:

- Punishment at the discretion of the Principal depending on the circumstances. Recommendations for a tribunal to determine long-term assignment to Ace Academy or expulsion at the discretion of the Principal for repeated violation or if the safety of others is seriously affected.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.2 BATTERY OF A SCHOOL EMPLOYEE WITH NO PHYSICAL INJURY

Disposition:

- Immediate suspension for nine school days.
- A tribunal will be scheduled. A recommendation for long-term assignment to Ace Academy or expulsion will be made to the disciplinary tribunal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.3 BATTERY OF A SCHOOL EMPLOYEE RESULTING IN VISIBLE INJURIES

Disposition:

- Immediate suspension for nine school days.
- A tribunal will be scheduled. A recommendation for a permanent expulsion will be made to the disciplinary tribunal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended or expelled from bus transportation.
- If the act(s) of physical violence rises to the level of Aggravated Assault or Aggravated Battery, pursuant to O.C.G.A. § 16-5-21 or § 16-5-24, the District Attorney will be notified.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, District Attorney, State Report

Actions Against Students Infractions (04A; 04B; 04C; 04D; 04E; 04F; 04G)

For purposes of this section, the following definitions will apply:

- Assault: A student commits the infraction of assault when he or she attempts to commit a violent injury to a person of another or commits an act which places another in reasonable apprehension of immediate injury.
- Battery/Physical Violence: (A) Intentionally making physical contact of an insulting or provoking nature with the person of another; or (B) Intentionally making physical contact, which causes physical harm to another unless such contact was in defense of himself or herself.
- Visible Injury: An injury that is evident to any person or school or medical personnel treating the student after the injury is received.

04A ACTIONS THAT ENDANGER STUDENT(S)/ROUGH HOUSING - Any disturbance or act that endangers the well-being of any student including, but not limited to, behaving in a rough, boisterous, unruly or reckless manner.

Disposition:

- Punishment will be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered: (A) Counseling with student, parents and teachers, (B) In-School Suspension, (C) After-school detention and (D) Removal from class for a period of time.
- Tribunal may be scheduled, with recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

04B PROVOKING A FIGHT AND/OR ASSAULT - An attempt to commit a violent injury to a student, or an act which places that student in reasonable apprehension of immediately receiving a violent injury including participating in demeaning activities, threatening behavior or directly communicating a threat that could result in a fight.

Disposition:

- Punishment at the discretion of the Principal depending on the circumstances. Circumstances will determine which one or more of the following alternatives will be used: Counseling/Peer mediation, External suspension or Alternative School (high school)/In-School Suspension (middle school) of one to nine school days. Recommendations for long-term assignment to Ace Academy or expulsion at the discretion of the Principal for repeated violation or if the safety of others is seriously affected.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING ~~None~~ CCSD Police, District Attorney, State Report

04C FIGHTING WITH ANOTHER STUDENT

.1 MUTUAL FIGHTING WITH ANOTHER STUDENT RESULTING IN NO VISIBLE INJURIES

Disposition:

- Punishment at the discretion of the Principal depending the on circumstances. Circumstances will determine which one or more of the following alternatives will be used: Counseling/Peer mediation, External suspension or Alternative School (high school)/In-School Suspension (middle school) of one to nine school days, Recommendations for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.
- To the extent possible, the administrative investigation will determine whether or not either of the students was acting in self-defense of themselves or others.

REPORTING State Report

.2 MUTUAL FIGHTING WITH ANOTHER STUDENT RESULTING IN VISIBLE INJURIES

Disposition:

- Immediate suspension of one to nine school days. Recommendations for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.
- School Police will be contacted, and charges may be filed.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.
- To the extent possible, the administrative investigation will determine whether or not either of the students was acting in self-defense of themselves or others.

REPORTING CCSD Police, State Report

.3 THE STRIKING OF ANOTHER STUDENT ~~WITHOUT WARNING~~ RESULTING IN NO VISIBLE INJURY

Disposition:

- Immediate suspension of one to nine school days. A tribunal will be scheduled and a recommendation for a long-term assignment to Ace Academy or expulsion will be made to the disciplinary tribunal.
- School Police will be contacted, and charges may be filed.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.
- To the extent possible, the administrative investigation will determine whether or not the student was acting in self-defense of themselves or defense of others.

REPORTING CCSD Police

.4 BATTERY/THE STRIKING OF ANOTHER STUDENT ~~WITHOUT WARNING~~ RESULTING IN VISIBLE ~~PHYSICAL~~ INJURY~~/BATTERY~~

Disposition:

- Immediate suspension of one to nine school days. A tribunal will be scheduled and a recommendation for a long-term assignment to Ace Academy or expulsion will be made to the disciplinary tribunal.
- School Police will be contacted, and charges may be filed.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.
- To the extent possible, the administrative investigation will determine whether or not the student was acting in self-defense of themselves or defense of others.
- If the act(s) of physical violence rises to the level of Aggravated Assault or Aggravated Battery, pursuant to O.C.G.A. § 16-5-21 or § 16-5-24, the District Attorney will be notified.
- ~~Students who violate this section of the Code of Conduct will not be eligible for redemptive practices~~.

REPORTING CCSD Police, District Attorney, State Report

04D BULLYING ANOTHER STUDENT

Bullying is defined as the following:

- Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;
- Any intentional display of force such as that which would give the victim reason to fear or expect immediate bodily harm; or,
- Any intentional written, verbal or physical act, which a reasonable person would perceive as being intended to threaten, harass or intimidate. Such acts could include causing the following:
  - Physical or visible bodily harm;
  - Substantial damage to property;
  - Disruption of school;
  - Substantially interferes with the student's education;
  - Is so severe/persistent/pervasive that it creates an intimidating or threatening educational environment; or
  - Has the effect of substantially disrupting the orderly operation of the school.

Additional Notes Relative to Identifying Bullying Behavior:

- Bullying applies to acts which occur on school property, in the student's neighborhood or via cyberbullying as defined below. Parents will be responsible for the actions of their students while at home and should immediately report any instances of bullying outside of school or cyberbullying to school officials.
- These actions are prohibited at school, on school property, at school bus stops and at school-related functions. This statement is inclusive of the use of technology or other equipment owned by the District and/or located at a school for the purposes of bullying another student.
- These actions may not be confined to events that occur on school property, on school vehicles, at designated school bus stop, at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network or other electronic technology of a local school system.

.1 BULLYING ANOTHER STUDENT, FIRST OFFENSE IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - Appropriate punishment at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.

REPORTING State Report

.2 BULLYING ANOTHER STUDENT, SECOND OFFENSE IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - One to nine days of assignment to Alternative School (high school)/In-School Suspension (middle school). Recommendation for long-term suspension or expulsion may also be made at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.

REPORTING State Report

.3 BULLYING ANOTHER STUDENT, THREE OR MORE INSTANCES IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - Nine days of assignment to Alternative School (high school)/In-School Suspension (middle school). A recommendation for long-term assignment to Ace Academy or expulsion will be made by the Principal.
- Additional Offenses: A recommendation for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.

REPORTING State Report

04E CYBERBULLYING ANOTHER STUDENT

Cyberbullying is defined the same as 04D BULLYING ANOTHER STUDENT above, but cyberbullying is defined as bullying via the use of the Internet, interactive and digital technologies (such as computers, social media messaging applications, PDAs, computer/gaming-system, etc.) and/or mobile telephones that includes the following:

- Is directed specifically at students or school personnel;
- Is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school; and
- Creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose.

Electronic communication includes, but is not limited to any transfer of signs, signals, writings, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system.

.1 CYBERBULLYING ANOTHER STUDENT, FIRST OFFENSE IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - Appropriate punishment at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.

REPORTING State Report

.2 CYBERBULLYING ANOTHER STUDENT, SECOND OFFENSE IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - One to nine days of assignment to Alternative School (high school)/In-School Suspension (middle school). Recommendation for long-term suspension or expulsion may also be made at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.
- The student may no longer be permitted to utilize the District's electronic devices or internet.

REPORTING State Report

.3 CYBERBULLYING ANOTHER STUDENT, THREE OR MORE INSTANCES IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - Nine days of assignment to Alternative School (high school)/In-School Suspension (middle school). A recommendation for long-term assignment to Ace Academy or expulsion will be made by the Principal.
- Additional Offenses: A recommendation for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- The Principal or designee may also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.
- The student may no longer be permitted to utilize the District's electronic devices or internet.

REPORTING State Report

04F HARASSMENT AGAINST ANOTHER STUDENT OR EMPLOYEE

No student will harass any person through disparaging conduct or communication based upon the person's race, ethnic heritage, national origin, religion, disability or handicapping conditions ("Constitutionally Protected Differences"). Harassment of Constitutionally Protected Differences includes but are not necessarily limited to:

- Behavior that creates an unpleasant or hostile situation by uninvited or unwelcome verbal or physical conduct, teasing or taunting. Harassing behaviors may include, but are not limited to:
  - Oral statements, written statements, gestures, use of slurs or any other form of communication or conduct that stands for or implies any sort of intimidating, derogatory, demeaning or prejudicial message towards an individual or group based upon their Constitutionally Protected Differences.
  - Any type of conduct or activity exhibited by an individual or a group that is rooted in racial prejudice that conveys an intimidating, derogatory, demeaning or prejudicial message towards an individual or a group based upon their Constitutionally Protected Differences.
  - Wearing or possessing items depicting or implying any type of intimidating, derogatory, demeaning or prejudicial message towards another group or individual based upon their Constitutionally Protected Differences.
- Students or employees must report any alleged harassment to the building Principal or designee (Students or employees may verbally report any alleged harassment or refer/utilize the "Harassment/Discrimination Complaint Form", Appendix G).
- Students/Parents/Employees may refer to the School Board's Policy regarding all forms of harassment (see Appendix F).

Note: Appropriate Federal agencies promulgate regulation from time to time to implement Federal Laws prohibiting discrimination in schools and the workplace. To the extent that this policy is inconsistent with or conflicts with any of those regulations, the current regulation controls and the part or parts of this policy inconsistent with or in conflict those regulation will be rescinded.

.1 HARASSMENT AGAINST ANOTHER STUDENT OR EMPLOYEE, FIRST OFFENSE IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - Appropriate punishment at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.2 HARASSMENT AGAINST ANOTHER STUDENT OR EMPLOYEE, SECOND OFFENSE IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - One to nine days of assignment to Alternative School (high school)/In-School Suspension (middle school). Recommendation for long-term suspension or expulsion may also be made at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.3 HARASSMENT AGAINST ANOTHER STUDENT OR EMPLOYEE, THIRD OFFENSE IN SCHOOL YEAR

Disposition:

- Consequences for grades K-5:
  - Punishment at the discretion of the Principal. (The student's age/level of maturity or development should be considered in relation to the offense).
- Consequences for grades 6-12:
  - Nine days of assignment to Alternative School (high school)/In-School Suspension (middle school). A recommendation for long-term assignment to Ace Academy or expulsion will be made by the Principal.
- Additional Offenses: A recommendation for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING None

04G TERRORISTIC THREATS AGAINST ANOTHER STUDENT

Terroristic Threats: A student commits the offense of terroristic threats when he or she threatens to commit any crime of violence, release any hazardous substance, burn or damage property for the purposes of terrorizing another via social media, direct contact, private message, text message or through any other form of communication either online or in person.

.1 TERRORISTIC THREAT AGAINST ANOTHER STUDENT; INDIVIDUAL THREAT OR INTIMIDATION

Disposition:

- Immediate suspension for one to nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.2 DISSEMINATION OF INFORMATION TO PROMOTE TERROR

Knowingly furnishing or disseminating through any means including but not limited to a computer, gaming system or computer network, any picture, photograph, drawing, similar visual representation or verbal description of any information designed to encourage, solicit, or otherwise to promote terror, or terroristic acts.

Disposition:

- Immediate suspension for nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.3 TERRORISTIC THREATS AGAINST OTHERS THAT RESULT IN SCHOOL-WIDE PANIC OR ALARM

Knowingly furnishing or disseminating through any means including but not limited to a computer, gaming systems or computer network, any picture, photograph, drawing, similar visual representation or verbal description of any information designed to encourage, solicit, or otherwise to promote terror, terroristic acts, or public alarm that has the effect of causing a school-wide panic or alarm.

Disposition:

- Immediate suspension for nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, State Report

Alcohol/Drug/Tobacco/Vaping Infractions (05A; 05B; 05C; 05D; 05E; 05F)

05A POSSESSION, TRANSFER OR DISTRIBUTION OF TOBACCO-RELATED/DRUG-RELATED ITEMS

Possession of drug or smoking paraphernalia (i.e., lighter/matches, pipe, rolling paper, bong, water pipe, wrappers or other ordinary items that have been used as drug or smoking paraphernalia, etc.).

Disposition:

- Punishment will be at the discretion of the Principal, depending upon the nature and circumstances of the violation. The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy and/or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

05B POSSESSION, USE, ATTEMPT TO TRANSFER/DISTRIBUTE OR THE TRANSFER/DISTRIBUTION TOBACCO PRODUCTS/NICOTINE (NATURAL OR SYNTHETIC)

.1 UNINTENTIONAL POSSESSION OF TOBACCO PRODUCTS - Unknowingly possessing tobacco ~~or~~ /tobacco products/nicotine on school grounds, bus, bus stop, school function or event.

Disposition:

- Punishment will be at the discretion of the Principal, depending upon the nature and circumstances of the violation. The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy and/or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

.2 A) THE ATTEMPT TO TRANSFER AND/OR DISTRIBUTE TOBACCO ~~OR~~ /TOBACCO-RELATED PRODUCTS/NICOTINE

OR

B) THE INTENTIONAL USE OR POSSESSION OF TOBACCO ~~OR~~ /TOBACCO-RELATED PRODUCTS/NICOTINE

Disposition:

- Punishment will be at the discretion of the Principal, depending upon the nature and circumstances of the violation. The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy and/or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

.3 TRANSFER AND/OR DISTRIBUTION OF TOBACCO/TOBACCO-RELATED PRODUCTS/NICOTINE - The transfer or distribution of tobacco or tobacco products.

Disposition:

- Punishment will be at the discretion of the Principal, depending upon the nature and circumstances of the violation. The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy and/or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

05C POSSESSION, UNDER THE INFLUENCE, ATTEMPT TO TRANSFER/DISTRIBUTE OR TRANSFER/DISTRIBUTION OF ALCOHOL

.1 UNINTENTIONAL POSSESSION OF ALCOHOL - Unknowingly possessing alcohol products on school property, the bus, the bus stop or at a school function.

Disposition:

- Punishment will be at the discretion of the Principal, depending upon the nature and circumstances of the violation. The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy and/or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

.2 INTENTIONAL POSSESSION OF ALCOHOL, UNDER THE INFLUENCE OF ALCOHOL OR ATTEMPT TO TRANSFER/DISTRIBUTE ALCOHOL

Disposition:

- Punishment will be at the discretion of the Principal, depending upon the nature and circumstances of the violation. The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy and/or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.3 TRANSFER OF ALCOHOL

Disposition:

- Immediate suspension for nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.4 DISTRIBUTION OF ALCOHOL

Disposition:

- Immediate suspension for nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- ~~Students who violate this section of the Code of Conduct will not be eligible for redemptive practices~~.

REPORTING CCSD Police, State Report

05D POSSESSION, ATTEMPT TO TRANSFER/DISTRIBUTE OR THE TRANSFER/DISTRIBUTION OF OVER-THE-COUNTER DRUGS/LOOK-ALIKE DRUGS

For purposes of 05D Over-the-Counter Drugs are any commercially produced medication that may be purchased without a prescription (e.g. aspirin, Tylenol, Midol, diet pills or cold/flu medicine) or any look-alike drugs, inhalants, pills, tablets, capsules or anything purported to be a controlled/dangerous substance but is not.

.1 UNINTENTIONAL POSSESSION OF OVER-THE-COUNTER DRUGS AND/OR FAILURE TO REPORT POSSESSION OF OVER-THE-COUNTER DRUGS

Disposition:

- Punishment will be at the discretion of the Principal, depending upon the nature and circumstances of the violation. The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

.2 A) INTENTIONAL POSSESSION OF OVER-THE-COUNTER DRUGS

OR

B) ATTEMPT TO TRANSFER OVER-THE-COUNTER DRUGS OR ANY ITEM REPRESENTED TO BE DANGEROUS OR CONTROLLED DRUGS (LOOK A LIKE OR IMITATION DRUG)

Disposition:

- The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

.3 TRANSFER OF OVER-THE-COUNTER DRUGS OR ANY ITEM REPRESENTED TO BE DANGEROUS OR CONTROLLED DRUGS (LOOK A LIKE OR IMITATION DRUG)

Disposition:

- Punishment will be at the discretion of the Principal, depending upon the nature and circumstances of the violation. The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.4 THE DISTRIBUTION OF OVER-THE-COUNTER DRUGS OR ANY ITEM REPRESENTED TO BE DANGEROUS OR CONTROLLED DRUGS (LOOK A LIKE OR IMITATION DRUG)

Disposition:

- Immediate suspension for nine school days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- ~~Students who violate this section of the Code of Conduct will not be eligible for redemptive practices~~.

REPORTING CCSD Police, State Report

05E POSSESSION, ATTEMPTED POSSESSION, UNDER THE INFLUENCE, TRANSFER OR DISTRIBUTION OR ATTEMPT TO TRANSFER OR DISTRIBUTE VAPES, VAPORIZERS, E-CIGARETTES, OR OTHER DEVICES/COMPONENTS USED TO INHALE VAPOR BY MEANS OF AN ELECTRONIC DEVICE CONTAINING VAPE JUICE, NICOTINE OR THC OIL

The District is committed to the health, safety and welfare of its students. It has determined that the use of vapes, vaporizers, e-cigarettes or other devices used to inhale vapor by means of an electronic device ("vaping") is harmful to the health of students and good order. Vaping requires the use of a purpose-made or homemade device that vaporizes oil that may contain flavoring, nicotine, Cannabidiol ("CBD") oil of varying concentrations, tetrahydrocannabinol ("THC") oil of varying concentrations or other substances that may or may not be legal to possess ("vape"). A vaping device is generally composed of a vaporizer, battery, reservoir for smoking oil and a battery charger. By way of example and not as a limitation, vaping devices may be called vapes, Juuls, e-cigarettes, e-cigs, dab pens or other brand names.

It is a violation of the Code of Conduct to possess, use or transfer a vape as provided below.

For purposes of Section 5E, the following definitions will apply:

- Cannabis: Tetrahydrocannabinol (THC) and cannabidiol (CBD) are the two primary cannabinoids that either occur naturally in the cannabis sativa plant or are created synthetically.
- ~~CBD Oil: Oil derived from a cannabis plant called hemp. Hemp contains a very high concentration of CBD and less than .3% by volume of THC.~~
- ~~THC Oil: Oil derived from the cannabis plant and contains more than .3% by volume of THC. Some THC oil may contain up to 98% by volume of THC (3 – 5 times stronger than typical marijuana). Possession of THC oil is a felony. (Possession of low THC oil pursuant to valid prescription is not included within this definition. The possession of prescribed low THC will comply with the District's prescription policy)~~
- THC Oil: any liquid or part of a solution or mixture derived from the cannabis plant or synthetically created to mimic, imitate, or replace a product derived from the cannabis plant. THC Oil includes but is not limited to CBD oil, delta-9-tetrahydrocnnabinol, delta-8-tetrahydrocannabinol, delta-10-tetrahydrocannibinol, any product containing tetrahydrocannabinol regardless of its exact formulation, and any isomer or derivative of any of the above-listed products, whether created naturally or synthetically.
- Vape: A purpose-made or homemade device that electronically vaporizes liquid to allow a user to inhale the vapor created in the lungs (i.e., vapes, juuls, e-cigarette, e-cig, dab pen, vape sticks, etc.) Vape will include individually or together vape parts. ~~battery(ies), reservoir(s), vaporizer(s) and/or vape charger(s).~~
- Vape Parts: Vape parts include but are not limited to reservoir(s), vaporizer(s), vape charger(s), mouthpiece(s) (drip tip), cartridge(s) or cart(s) (liquid storage area), heating element(s)/atomizer(s), microprocessor(s), and/or a battery(ies).
- Vape Juice: A slang term for the liquid used by the vaporizer to create vapor. Vape juice may contain nicotine, CBD oil, Low THC oil or THC oil.

.1 A) THE POSSESSION OR ATTEMPTED POSSESSION OF A VAPE ~~OR VAPE JUICE~~ NOT CONTAINING ~~NICOTINE~~ THC OIL IN OR OUT OF A VAPE

OR

B) THE POSSESSION OR ATTEMPTED POSSESSION OF VAPE PARTS

Disposition:

- Punishment will generally be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered:
  - Counseling with student, parents and teachers; and/or
  - ~~After school detention; and/or~~
  - Removal from class for a period of time; and/or
  - Assignment to Alternative School (high school)/In-School Suspension (middle school) or suspension from school for one to nine school days.
  - If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.2 ~~A) THE POSSESSION OR ATTEMPT TO POSSESS VAPE JUICE CONTAINING NICOTINE OR CBD OIL IN OR OUT OF A VAPE WITHIN A 12-MONTH PERIOD~~

~~OR~~

~~B)~~ THE SECOND OR SUBSEQUENT POSSESSION OF A VAPE NOT CONTAINING THC OIL IN OR OUT OF A VAPE OR THE SECOND OR SUBSEQUENT POSSESSION OF VAPE PARTS, ~~NICOTINE JUICE, OR VAPE JUICE NOT CONTAINING NICOTINE~~ WITHIN A 12-MONTH PERIOD.

Disposition:

- First offense in a school year, an immediate suspension for nine days from school and because of the serious nature of the infraction, a Tribunal may be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- Second offense in a 12-month period, an immediate suspension for nine days from school and because of the serious nature of the infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.3 THE POSSESSION, ATTEMPT TO POSSESS OR THE TRANSFER OF VAPE JUICE CONTAINING THC OIL IN OR OUT OF A VAPE.

Disposition:

- An immediate external suspension for nine days from school and because of the serious nature of the infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- In the case of distribution consideration of a recommendation for a multi-year expulsion.

REPORTING CCSD Police, District Attorney

.4 THE DISTRIBUTION OF VAPE JUICE IN ANY FORM IN OR OUT OF A VAPE - The distribution of vape juice in any form in or out of a vape, or conspiring with one or more persons to distribute vape juice in any form in or out of a vape on school property, on school buses, or while attending school functions is prohibited.

Disposition:

- An immediate external suspension for nine days from school and because of the serious nature of the infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- In the case of distribution consideration of a recommendation for a multi-year expulsion.
- ~~Students who violate this section of the Code of Conduct will not be eligible for redemptive practices~~.

REPORTING CCSD Police, District Attorney

05F POSSESSION OF NON-FELONY CONTROLLED DRUGS OR DANGEROUS DRUGS, UNDER THE INFLUENCE OR ATTEMPT TO TRANSFER OR DISTRIBUTE ILLEGAL DRUGS

For Purposes of section 5F the following definitions apply:

- Controlled Drug: A drug, substance or immediate precursor in Schedules I through V of OCGA §§ 16-13-25 through 16-13-29 and Schedules I through V of 21 C.F.R. Part 1308. The possession of a Controlled Drug outside of its original prescription container by the person named on the prescription is a felony as well as a violation of school discipline policy. By example and not as a limitation hereof the following are examples of Controlled Drugs:

Schedule I • Heroin • Lysergic acid diethylamide (LSD) • Marijuana (cannabis) and THC • Methylenedioxymethamphetamine (ecstasy) • Methaqualone • Peyote • ~~THC~~	Schedule II • Vicodin • Cocaine • Methamphetamine • Methadone • Hydromorphone (Dilaudid) • Meperidine (Demerol) • Oxycodone (OxyContin) • Fentanyl • Dexedrine • Adderall • Ritalin
Schedule III • Tylenol with codeine • ketamine • anabolic steroids • testosterone	Schedule IV • Xanax • Soma • Darvon • Darvocet • Valium • Ativan • Talwin • Ambien • Tramadol
Schedule V • Robitussin AC • Lomotil • Motofen • Lyrica • Parepectolin	

- Dangerous Drug: Any drug that requires a prescription other than controlled drugs. (OCGA §16-13-71)
- Edible: Any food item that contains THC, synthetic THC or any other controlled drug.
- Felony Possession of Marijuana: Possession of more than one ounce of marijuana.
- Illegal Drug: Marijuana in any amount, any Dangerous Drug that is not prescribed to the person in possession, an Edible or any Controlled Drug that is not prescribed to the person in possession or THC Oil as defined in Section 5E above.
- Non-Felony Possession of a Controlled Drug: Possession of less than one ounce of marijuana.

.1 A) THE POSSESSION OF NON-FELONY CONTROLLED DRUGS OR DANGEROUS DRUGS

B) THE ATTEMPT TO TRANSFER/DISTRIBUTE OR BEING UNDER THE INFLUENCE OF ILLEGAL DRUGS

Disposition:

- An immediate external suspension for nine days from school.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.2 FELONY POSSESSION OF CONTROLLED DRUGS (including a felony amount of marijuana or any Edible) AND/OR THE TRANSFER OF ILLEGAL DRUGS

Except as provided in section 05E, the felony possession of Controlled Drugs or Edibles or the transfer of Illegal Drugs on school property, on school buses, at bus stops or while attending school functions is prohibited.

Disposition:

- An immediate external suspension for nine days from school.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, District Attorney, State Report, ~~Federal Report~~

.3 DISTRIBUTION OF ILLEGAL DRUGS

- The distribution of illegal drugs or conspiring with one or more persons to distribute illegal drugs or any substance represented to be illegal drugs on school property, on school buses or while attending school functions is prohibited.

Disposition:

- An immediate external suspension for nine days from school.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- In the case of distribution, consideration of a recommendation for a multi-year expulsion.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, District Attorney, State Report

Educational Disturbance Infractions (06A; 06B; 06C; 06D; 06E)

06A DISTURBANCE

.1 MINOR DISTURBANCE– A disturbance in the classroom or on school property, school bus, school bus stop or at school activity that interrupts or disturbs the good order of the school or learning environment.

Disposition:

- Punishment will be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered: Counseling with student, parents and teachers; In-School Suspension; After school detention; and Removal from class for a period of time.
- Recommendation for expulsion/long-term assignment to Ace Academy if disturbances continue.
- If offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.2 DISTURBANCE TO SCHOOL OPERATIONS (OBSCENE LANGUAGE AND/OR OBSCENE DISPLAY)

- The use of profane, vulgar or obscene words, gestures or other inappropriate language or actions; the use/possession of pornographic or sexual materials; and/or
- The display of sexually explicit, vulgar, obscene, profane, drug-related or other inappropriate written expression or graphics to include alcohol, cigarettes, illegal drugs, etc. displayed on a student's body, clothing, work materials or on school-owned property.

Disposition:

- Punishment will be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered: Counseling with student, parents and teachers; After-school detention; Removal from class for a period of time; Contact parents to bring a change of clothes; Alternative School (high school)/In-School Suspension (middle school) from school for one to nine school days.
- Recommendation for expulsion/long-term assignment to Ace Academy.
- If offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.3 MAJOR DISTURBANCE/DISORDERLY CONDUCT - A major disturbance/disorderly conduct infraction occurs when a student commits any of the following:

- Acts in a violent or tumultuous manner toward another student or School Employee whereby such person is placed in reasonable fear of the safety of such person's life, limb or health;
- Acts in a violent or tumultuous manner toward another student or School Employee whereby the property of such person is placed in danger of being damaged or destroyed;
- The use of abusive words without provocation that tend to provoke violent resentment, commonly called "fighting words".
- Actions that disturb more than one classroom, hallway, lunchroom activity or multiple areas on school property, school bus, school bus stop or at school activities that interrupt or disturb the good order of the school or learning environment.

Disposition:

- Punishment will be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered: Counseling with student, parents and teachers; After-school detention; Removal from class for a period of time; Alternative School (high school)/ In-School Suspension (middle school) from school for one to nine school days.
- Recommendation for expulsion/long-term assignment to Ace Academy.
- If offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

06B VIOLATION OF ANTI-GANG POLICY RESTRICTIONS

- The School Board is dedicated to preventing the influence and activities of gangs in the District. It has been determined by the School Board that gangs create a significant negative influence upon the learning environment in schools by interfering with school routines and operations, impinging on the rights of other students and/or impacting the basic educational mission. This policy is designed to eliminate or prevent such influence and activities and should be interpreted in the broadest form permissible to effectuate these purposes.
- For purposes of this policy, a "gang" is defined as any group or association of three or more persons, whether formal or informal, which encourages, solicits, promotes, urges, counsels, furthers, advocates, condones, assists, causes, advises, procures or abets any illegal or disruptive activity/behavior of any kind whether on or off school campuses or school property.
- No student will: (1) display or wear gang articles, paraphernalia or clothing which has been established as being gang related; (2) recruit or solicit membership in any gang/gang-related organization; (3) hold himself or herself out as a member of a gang, either through words, drawings, hand signs or actions; or (4) participate in any action that promotes the furtherance of a gang.

.1 WEARING OR POSSESSION OF GANG-RELATED APPAREL; CONVEYING PERSONAL MEMBERSHIP OR AFFILIATION WITH A GANG - Possession or display of gang identified apparel, jewelry or accessories.

Disposition:

- Discipline will be at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

.2 VIOLATION OF ANTI-GANG POLICY RESTRICTIONS; GANG-RELATED SOLICITATION, THREATS, DEFACEMENT OF PROPERTY - Promotion of or solicitation to enter into gang activity or violence or threats of violence related with gang activities or defacement or destruction of property related with gang activities.

Disposition:

- An immediate suspension for one to nine school days and/or recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.3 VIOLATION OF ANY OTHER PROVISION OF THIS CODE FOR THE PURPOSE OF SOLICITATION OF VIOLENCE, PROMOTING, HOLDING OUT, REPRESENTING OR SOLICITING STUDENTS FOR GANG INVOLVEMENT OR AS A DIRECT RESULT OF GANG INVOLVEMENT.

Disposition:

- An immediate suspension for one to nine school days and/or recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, State Report

06C SUBVERSIVE BEHAVIORS - The District reserves the right to punish behavior which is subversive to good order and discipline in the schools, on school property or at school functions, even though such behavior is not specified in the preceding written rules and practices. This infraction might include, but is not limited to, inciting others to violate the District's Code of Conduct and/or school rules.

Disposition:

- Discipline will be at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

06D DISRUPTIVE PRESENCE - The District may expel or deny enrollment to any student whose off-campus behavior results in the student being criminally charged with a felony.

Disposition:

- Recommendation for long-term suspension or expulsion at the discretion of the Principal.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING None

06E FALSE REPORTING AND STATEMENTS - No student will knowingly and/or willingly make false reports or statements, whether orally or in writing; falsely accuse other students or school staff of wrong actions would include false, misleading or erroneous accusations of a staff member's inappropriate behavior toward a student. This infraction also includes falsifying school records, forgery, plagiarism or forging signatures.

Disposition:

- Discipline will be at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

Vandalism/Theft Infractions (07A; 07B; 07C)

07A THEFT OR MALICIOUS DAMAGE TO PROPERTY

.1 MINOR THEFT OR MALICIOUS DAMAGE TO PROPERTY; VALUE LESS THAN $25 - Unlawfully taking property or assisting others in unlawfully taking or maliciously damaging property which belongs to another person or the District while at school. The Principal or his/her designee in their sole discretion may determine the value of the item taken or damaged.

Disposition:

- The Principal may suspend a total of nine school days and may recommend long-term assignment to Ace Academy or expulsion.
- Restitution should be required.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.2 THEFT OR MALICIOUS DAMAGE TO PROPERTY VALUE GREATER THAN $25 BUT LESS THAN $100 - Unlawfully taking property or assisting others in unlawfully taking or maliciously damaging property which belongs to another person or the District while at school. The Principal or his/her designee in their sole discretion may determine the value of the item taken or damaged.

Disposition:

- Principal may suspend a total of nine school days and may recommend long-term assignment to Ace Academy or expulsion.
- School Police will be contacted.
- Restitution should be required.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

.3 THEFT OR MALICIOUS DAMAGE TO PROPERTY VALUE GREATER THAN $100 - Unlawfully taking property or assisting others in unlawfully taking or maliciously damaging property which belongs to another person or the District while at school. The Principal or his/her designee in their sole discretion may determine the value of the item taken or damaged.

Disposition:

- The Principal may suspend a total of nine school days and may recommend long-term assignment to Ace Academy or expulsion.
- School Police will be contacted.
- Restitution should be required.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

07B POSSESSION OF STOLEN PROPERTY – Knowingly possessing unlawfully-taken property belonging to another person or the District at school.

Disposition:

- The Principal may suspend a total of nine school days or may recommend long-term assignment to Ace Academy or expulsion.
- Restitution may be required.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police

07C ILLEGAL ENTRY - Entering any school building, the premises of a school or school buses on weekends or non-school hours without authorization.

Disposition:

- The Principal may suspend a total of one to nine school days or may recommend long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

Sexual-Related Infractions (08A; 08B; 08C)

Note: Parents/guardians of students are encouraged to inform their student(s) of the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

08A SEXUAL OFFENSES/MISCONDUCT

.1 PUBLIC DISPLAY OF AFFECTION - Physical contact including but not limited to kissing or embracing on school property or at a school activity.

Disposition:

- Punishment will be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered: Counseling with student; Notification of parents; Suspension from school for one to nine school days and/or recommendation for expulsion/long-term assignment to Ace Academy at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

.2 POSSESSING, VIEWING, DISPLAYING, PORNOGRAPHIC MATERIALS/CONTENT -The possessing, viewing or displaying of pornographic drawings, pictures or electronic images is prohibited. This offense can include downloading, uploading or transmitting pornographic content while at school or on any computers, cell phones, tablets or other electronic devices or utilizing the District's network.

Disposition:

- Punishment will be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered: Counseling with student; Notification of parents; Suspension from school for one to nine school days and/or recommendation for expulsion/long-term assignment to Ace Academy at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police

.3 CONSENSUAL SEXUAL CONTACT AND/OR EXPOSURE - Inappropriate contact of a sexual nature or sexual intercourse, without force or threat of force, and where participants are capable of giving consent (16 years of age or older) or the exposure of intimate parts of the body as defined by O.C.G.A § 16-6-22.1(a) for the purpose of sexual gratification in person or via electronic means.

Disposition:

- Punishment will be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered: Counseling with student; Notification of parents; Suspension from school for one to nine school days and/or recommendation for expulsion/long-term assignment to Ace Academy at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING CCSD Police, State Report

08B SEXUAL HARASSMENT

Sexual harassment is conduct on the basis of sex (including, without limitation, gender, sexual orientation and/or gender identity), occurring in the District's education program or activity that satisfies one or more of the following:

1. Unwelcome sex-based/related conduct occurring in the United States determined by a reasonable person to be so severe, pervasive, AND objectively offensive that it effectively denies a person equal access to the education program or activity (this standard requires consideration of all the facts and circumstances, including but not limited to the ages and disability statuses of the harasser and victim and the number of individuals involved and their authority); OR
2. Sexual assault, dating violence, domestic violence or stalking as defined in the United States as defined in state or federal law.

Behaviors that constitute sexual harassment may include but are not limited to: Sexually suggestive remarks or jokes; verbal harassment or abuse; displaying or distributing sexually suggestive pictures, in whatever form (e.g., drawings, photographs, videos, irrespective of format); sexually suggestive gesturing, including touching oneself in a sexually suggestive manner in front of others; harassing or sexually suggestive or offensive messages that are written or electronic; subtle or direct propositions for sexual favors or activities; touching of a sexual nature or groping; and teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct. Note: Incidents of the above conduct would still need to satisfy one or both of the criteria in paragraphs 1-2 of this definition.

The complaint may be filed with the Title IX Coordinator in person, by mail or by email. Complaint forms may be obtained from the Title IX Coordinator, the District's Student Code of Conduct (see Appendix G (II)) or on the District's websites. The Title IX Coordinator may be contacted in person, by mail, by telephone or by email, using the contact information contained within the Student Code of Conduct or posted on the District's website.

Students/Parents/Employees may refer to the School Board's Policy regarding Sexual Harassment (see Appendix F (II)).

Note: Appropriate Federal agencies promulgate regulation from time to time to implement Federal Laws prohibiting discrimination in schools and the workplace. To the extent that this policy is inconsistent with or conflicts with any of those regulations the current regulation controls and the part or parts of this policy inconsistent with or in conflict those regulation will be rescinded.

.1 SEXUAL HARASSMENT; UNWELCOME COMMENTS, STATEMENTS OR ACTIONS, NOT DIRECTED TOWARD AN INDIVIDUAL

Disposition:

- Punishment at the discretion of the Principal, depending on the circumstances. Circumstances will determine which one or more of the following alternatives will be used: Counseling; In-School Suspension; Suspension of one to nine school days; or Recommendations for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

.2 SEXUAL HARASSMENT; UNWELCOME COMMENTS, STATEMENTS OR ACTIONS, DIRECTED TOWARD AN INDIVIDUAL

Disposition:

- Punishment at the discretion of the Principal, depending on the circumstances. Circumstances will determine which one or more of the following alternatives will be used: Counseling; In-School Suspension; Suspension of one to nine school days; or Recommendations for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

.3 SEXUAL HARASSMENT; REPEATED VIOLATIONS OF SEXUAL HARASSMENT POLICY

Disposition:

- An immediate suspension for one to nine school days and/or recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING State Report

08C SEXUAL BATTERY/ABUSE - The intentional, unwelcome contact with the intimate body parts of another or the intentional exposure of intimate parts of the body as defined by O.C.G.A § 16-6-22.1(a) to another.

Disposition:

- Suspension of one to nine school days will be at the discretion of the Principal. A recommendation for expulsion/long-term assignment to Ace Academy at the discretion of the Principal.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student may be suspended from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

REPORTING CCSD Police, District Attorney, State Report

Attendance-Related Infractions (09A; 09B; 09C; 09D; 09E)

09A UNEXCUSED ABSENCES/TRUANCY - Unlawful school absences.

Disposition:

Punishment at the discretion of the Principal, depending on the circumstances. Circumstances will determine which one or more of the following alternatives will be used: Detention; Parent conference and counseling; Referral to School Social Worker; Saturday School; Suspension for one to nine school days; Revocation of Parking Privileges; Revocation of Reassignment/Transfer.

REPORTING State Report

09B UNEXCUSED TARDIES TO CLASS/SCHOOL - Unexcused tardies to school/class, as well as unexcused school check-ins/check-outs.

Disposition:

Punishment at the discretion of the Principal, depending on the circumstances. Circumstances will determine which one or more of the following alternatives will be used: Detention; Parent conference and counseling; Referral to School Social Worker; Saturday School; Suspension for one to nine school days; Revocation of Parking Privileges; Revocation of Reassignment/Transfer.

REPORTING None

09C SKIPPING CLASS - Skipping class.

Disposition:

Punishment at the discretion of the Principal, depending on the circumstances. Circumstances will determine which one or more of the following alternatives will be used: Detention; Parent conference and counseling; Referral to School Social Worker; Saturday School; Suspension for one to nine school days; Revocation of Parking Privileges; Revocation of Reassignment/Transfer.

REPORTING None

09D SKIPPING CLASS/LEAVING CAMPUS - SKIPPING CLASS AND LEAVING CAMPUS.

Disposition:

Punishment at the discretion of the Principal, depending on the circumstances. Circumstances will determine which one or more of the following alternatives will be used: Detention; Parent conference and counseling; Referral to School Social Worker; Saturday School; Suspension for one to nine school days; Revocation of Parking Privileges; Revocation of Reassignment/Transfer.

REPORTING State Report

09E OTHER ATTENDANCE INFRACTIONS/OUT OF DESIGNATED AREA/ON OTHER CAMPUSES - Other attendance infractions, to include such things as not signing in upon late arrival to school, not remaining in assigned area within school/on campus or being on other campuses without the permission of that school's administration.

Disposition:

Punishment at the discretion of the Principal, depending on the circumstances. Circumstances will determine which one or more of the following alternatives will be used: Detention; Parent conference and counseling; Referral to School Social Worker; Saturday School; Suspension for one to nine school days; Revocation of Parking Privileges; Revocation of Reassignment/Transfer; Criminal Trespass Warning or Warrant.

REPORTING State Report

Bus-Related Infractions (10A; 10B; 10C; 10D)

10A VIOLATION OF BUS RULES - Repeated bus violations resulting in cumulative referrals.

Disposition:

Punishment will be at the discretion of the Principal depending on circumstances. Students will receive suspensions that vary in length or expulsion. As the number of incidents increase, the length of suspension will increase accordingly. Circumstances will determine which one or more of the following alternatives will be considered: Contact with parent/guardian; required attendance at a safety class; long-term bus suspension or permanent bus suspension.

REPORTING None

10B SCHOOL BUS ENDANGERMENT - Interference with or the endangerment of the safe operation of school buses including, but not limited to: Students distracting bus drivers; throwing objects at, from or within buses; shooting at buses; reckless endangerment; following too closely; passing bus with stop sign out; or any act that would endanger the safety of the bus and/or passengers, including the inappropriate uses of electronic devices during the operation of a school bus. Students are also prohibited from using mirrors, lasers, flash cameras or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of the school bus.

Disposition:

Punishment will be at the discretion of the Principal depending on circumstances and may include: Suspension or revocation of parking permit, suspension from school and/or bus for one to nine school days and/or a recommendation for expulsion or long-term assignment to Ace Academy.

REPORTING None

10C TAMPERING WITH BUS CONTROLS - Tampering with bus controls, (i.e., lights, horn, gear shift, crossing control arm, etc.).

Disposition:

Suspension of bus transportation at the discretion of the Principal.

REPORTING None

10D IMPROPER USE OF BUS DOORS/WINDOWS/HATCHES - Use of the emergency door, emergency windows or hatches of a bus at any time except in case of an emergency or during a scheduled and supervised drill.

Disposition:

Suspension of bus transportation at the discretion of the Principal.

REPORTING None

Technology-Related Infractions (11A; 11B; 11C; 11D)

Note: The provisions of the current Acceptable Use Policy IFBG are incorporated herein and by reference and also located at Appendix C.

11A UNAUTHORIZED USE OF COMPUTER, TECHNOLOGY TAMPERING OR ALTERING RECORDS – Unlawful or unauthorized use of District computers, or attempts or threats to tamper with technological hardware, software, cabling and associated equipment, intentional interruption of technology services or unauthorized access to or altering of computer records.

Disposition:

- Punishment at the discretion of the Principal depending on circumstances of the violation. Suspension for one to nine school days, expulsion or long-term assignment to Ace Academy.
- Restitution may be required.

REPORTING State Report

11B TECHNOLOGY TRESPASSING/DAMAGE/VIOLATION OF ACCEPTABLE USE POLICY – Unauthorized destruction or alteration of computer programs and/or data or violating acceptable use policy (Appendix C).

Disposition:

- Punishment at the discretion of the Principal depending on circumstances of the violation. Suspension for one to nine school days, expulsion or long-term assignment to Ace Academy.
- Restitution may be required.

REPORTING State Report

11C INAPPROPRIATE OR UNAUTHORIZED USE OF ELECTRONIC DEVICE - Failure to comply with District Bring Your Learning Device (BYLD) initiative (as outlined in Appendix L) or the use of an electronic device to create a disruption or disturbance in the school, on a school bus, at a school bus stop or at any school function or event or using a computer or computer network to disseminate any picture, photograph, drawing or similar visual representation or verbal description of any information designed to encourage, solicit or otherwise promote terroristic threats, acts of bullying another student, upskirting (observing, photographing, videotaping, filming, or video recording such individual underneath or thorough such individual's clothing) or transmission/possession of pornographic content.

Disposition:

- Punishment at the discretion of the Principal depending on circumstances of the violation. Suspension for one to nine school days, expulsion or long-term assignment to Ace Academy.
- Suspension of privilege to access the BYLD network on campus.
- Appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws including monetary damages.
- Possible criminal action.

REPORTING None

11D USE/POSSESSION OF LASER POINTER - Use or possession of a laser pointer is prohibited during school hours or on school buses.

Disposition:

- Punishment at the discretion of the Principal.
- If the offense occurs on a bus, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

Dress-Code Infractions (12A)

12A DRESS CODE VIOLATIONS - Failure to comply with the District Dress Code (as outlined in Appendix A).

.1 DRESS CODE VIOLATIONS

Disposition:

Circumstances will determine which one or more of the following alternatives will be considered: Parent notification or counseling with student and/or parents to include opportunity to correct dress.

REPORTING State Report

.2 DRESS CODE VIOLATIONS; CLOTHING INCLUDING ANY GRAPHICAL DISPLAY OF GUNS OR GUN PARAPHERNALIA GLORIFYING VIOLENCE

Disposition:

Circumstances will determine which one or more of the following alternatives will be considered: Parent notification or counseling with student and/or parents to include opportunity to correct dress.

REPORTING State Report

.3 DRESS CODE VIOLATIONS; THREE OR MORE OFFENSES IN THE SAME SCHOOL YEAR

Disposition:

- Punishment will be at the discretion of the Principal. Circumstances will determine which one or more of the following alternatives will be considered: Parent notification or counseling with student and/or parents to include opportunity to correct dress.
- Refusal to comply with the dress code, repeated offenses or violations of a severe nature may result in a higher degree of discipline as outlined in the disciplinary code under such offenses as "violation of anti-gang policy" "disruption" "major disruption" "willful refusal to comply" "refusal to accept/attend discipline action" and/or "repeated violation of school rules."

REPORTING State Report

12A DRESS CODE - The administration reserves the right to prohibit accessories/clothing if those items create a potential safety or injury risk to the individual student or others; or if the administration determines that accessories/clothing create a reasonable disruption to the classroom or school environment. The District's Dress Code is outlined in Appendix A. The District's Dress Code guidance is discussed further in Appendix A.

DRESS CODE VIOLATIONS – INCLUDING CLOTHING THAT PROMOTES DRUGS/DRUG PARAPHERNALIA OR CLOTHING SHOWING GRAPHICAL DISPLAY OF GUNS OR GUN PARAPHERNALIA GLORIFYING VIOLENCE

Disposition:

Circumstances will determine which one or more of the following alternatives will be considered: Parent notification or counseling with student and/or parents to include opportunity to correct dress.

REPORTING None

Miscellaneous Infractions (13A; 13B; 13C; 13D; 13E; 13F; 13G)

13A UNPREPARED FOR CLASS - Failure to carry paper, pencil, pen, books, required electronic devices and/or other materials to class that have been designated by the teacher as necessary for work and participation in the class.

Disposition:
Punishment will be at the discretion of the Principal or designee.
REPORTING None

13B WILLFUL REFUSAL TO COMPLY - Willful refusal to carry out valid instructions of any faculty member, staff member or bus driver when at any school or school function or on a school bus.

Disposition:
- Punishment will be at the discretion of the Principal. Suspension for one to nine school days, depending on the circumstances. Recommendation for long-term assignment to Ace Academy or expulsion will be at the discretion of the Principal.
- If the offense occurs on a bus, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

13C FAILURE TO ATTEND/ACCEPT DISCIPLINARY ACTION - Failure to attend detention or accept disciplinary action.

Disposition:
- Punishment will be at the discretion of the Principal. Suspension of one to nine school days, depending on the circumstances. Repeated violations could result in recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus, in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING State Report

13D ACADEMIC DISHONESTY; CHEATING/PLAGIARISM - Cheating and/or plagiarism on school assigned work.

.1 ACADEMIC DISHONESTY; UNAUTHORIZED ASSISTANCE TO OR BY ANOTHER PERSON ON CLASSROOM ASSIGNMENTS OR PROJECTS

Disposition:
- The student will receive a reduction in credit, or no credit, for any test, project or other school assignment for which the student was found to have cheated or plagiarized. The amount of credit received by the student in this situation will be determined by the teacher, with approval from the Principal.
- Additionally, at the discretion of the Principal, and upon notification of the parent(s), the following consequences may be added to the disposition regarding any student found to have cheated or plagiarized a test, project or other school assignment: Detention; In-School Suspension; and/or Saturday School. This disposition may also include requiring the student to properly complete the previous assignment where there was cheating/plagiarism.

REPORTING State Report

.2 ACADEMIC DISHONESTY; PLAGIARISM OR CHEATING ON CLASSROOM ASSIGNMENTS OR PROJECTS

Disposition:
- The student will receive a reduction in credit, or no credit, for any test, project or other school assignment for which the student was found to have cheated or plagiarized. The amount of credit received by the student in this situation will be determined by the teacher, with approval from the Principal.

- Additionally, at the discretion of the Principal, and upon notification of the parent(s), the following consequences may be added to the disposition regarding any student found to have cheated or plagiarized a test, project or other school assignment: Detention; In-School Suspension; and/or Saturday School. This disposition may also include requiring the student to properly complete the previous assignment where there was cheating/plagiarism.

REPORTING State Report

.3 ACADEMIC DISHONESTY; PLAGIARISM OR CHEATING ON MAJOR EXAMS OR STATEWIDE/NATIONAL ASSESSMENTS; OR, THREE OR MORE OFFENSES IN THE SAME SCHOOL YEAR

Disposition:

- The student will receive a reduction in credit, or no credit, for any test, project or other school assignment for which the student was found to have cheated or plagiarized. The amount of credit received by the student in this situation will be determined by the teacher, with approval from the Principal.
- Additionally, at the discretion of the Principal, and upon notification of the parent(s), the following consequences may be added to the disposition regarding any student found to have cheated or plagiarized a test, project or other school assignment: Detention; In-School Suspension; and/or Saturday School. This disposition may also include requiring the student to properly complete the previous assignment where there was cheating/plagiarism.

REPORTING State Report

13E GAMBLING –The act of betting or wagering a thing of value upon the outcome of some random event. The act of betting or wagering upon a card game, dice, video game or the other games of chance or skill.

Disposition:

- Punishment at the discretion of the Principal depending on circumstances.
- If the offense occurs on a bus in addition to the school disposition, the student may be suspended from bus transportation.

REPORTING None

13F ILLEGAL PARKING/TRAFFIC VIOLATIONS - Illegal parking and traffic violations on school property. Illegal parking is defined as the parking of any vehicle in an area not designated by school officials for parking or parking a vehicle without a valid permit.

Disposition:

- Penalty will be at the discretion of the Principal and may include revocation of parking privileges/suspension from school. Vehicles will be towed.

REPORTING CCSD Police

13G REPEATED VIOLATIONS OF SCHOOL RULES - Multiple and/or repeated violations of school rules.

Disposition:

Punishment will be at the discretion of the Principal depending on circumstances. Consequences can include suspension for one to nine school days, expulsion or long-term assignment to Ace Academy.

REPORTING State Report

Unsafe School Choice Option (14)

14 AGGRAVATED BATTERY TO EMPLOYEE; AGGRAVATED BATTERY TO STUDENT; AGGRAVATED CHILD MOLESTATION; AGGRAVATED SEXUAL BATTERY; AGGRAVATED SODOMY; ARMED ROBBERY; FIRST DEGREE ARSON; KIDNAPPING; MURDER; RAPE; OR VOLUNTARY MANSLAUGHTER

Disposition:

- Immediate suspension for one to nine school days.
- Tribunal will be scheduled, with recommendation for long-term assignment to Ace Academy or expulsion.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, student will be suspended or expelled from bus transportation.
- Students who violate this section of the Code of Conduct will not be eligible for redemptive practices.

In conjunction with the Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under Unsafe School Choice Options (USCO) provisions.

REPORTING CCSD Police, District Attorney, State Report, Federal Report

Discipline-Related Information

Appendix A: CCSD Student Dress Code

The purpose of a dress code is to promote an orderly learning environment in our schools while preparing all students for later success in the workplace. The District's Student Dress Code guidance was developed through the direction of the Superintendent and with the cooperation of parents, students, teachers and administrators.

CCSD students are expected to dress in a manner that is conducive to a good learning environment. The administration reserves the right to prohibit accessories/clothing if those items create a potential safety or injury risk to the individual student or others; or, if the school administration determines ~~that they create~~ a reasonable disruption to the classroom or school environment exists.

CCSD schools will strive to enforce the dress code consistently and in a manner that does not reinforce or increase marginalization or oppression of any student or group (e.g., race, gender, body type/size, etc.). School Administrators, in collaboration with staff, students and parents will annually create basic norms and expectations for student dress. The District recognizes that dress code norms may vary among school levels (ES/MS/HS).

~~Note: While the Student District Dress Code guidelines may be modified for students at the elementary school level, any changes at the middle and high school levels, as described above, cannot compromise or negate existing provisions.~~

~~APPROVED FOR SCHOOL WEAR~~

~~PANTS AND SHORTS~~

- ~~Shorts length must be at most 6" from the top of kneecap;~~
- ~~Size appropriate waist, seat and inseam.~~

~~SKIRTS AND DRESSES~~

- ~~Shoulders must be covered, and arm holes must be fitted;~~
- ~~Length must be at most 4" from the top of kneecap.~~

~~SHIRTS AND BLOUSES~~

- ~~Long or short sleeved, dress shirt, polo type, sleeveless with appropriate, tight fitting armholes;~~
- ~~T shirts or sweatshirts must have no writing, pictures, or graphics that unreasonably attract the attention of other students or cause disruption or interference with the operation of the school (e.g., vulgarity, sexual innuendo).~~

~~SHOES~~

- ~~All students must wear appropriate shoes (examples: dress, tennis, sandals, clogs).~~

~~UNDERGARMENTS~~

- ~~Appropriate undergarments must be worn at all times.~~

~~ACCESSORIES~~

- ~~Belts are optional.~~

NOT APPROVED FOR SCHOOL WEAR

- Holes above the knee that display skin;
- See-through clothing;
- Sleeveless shirts, blouses, without appropriate (tight-fitting) armholes (including halter tops and spaghetti-strapped tops);
- Clothing that shows the bare midriff, bare back or the bare shoulders;
- Pajamas, bedroom shoes, or other sleep wear, unless approved for special occasions;
- Articles of clothing which advertise or display the symbols of drugs, tobacco products or alcoholic beverages;
- Clothing which displays or implies profane or obscene language or symbols;
- Emblems, insignias, badges, tattoos or other symbols where the effect thereof is to unreasonably attract the attention of other students or cause disruption or interference with the operation of the school;
- Hats, sunglasses and caps are not to be worn in the school building unless approved for special occasions (All hats and caps will be properly stored during the school day);
- Chains hanging from wallets or clothing;
- Exposure of undergarments of any type;
- Display or wearing of any gang articles, paraphernalia or clothing that can be construed as being gang related;
- Display or wearing clothing depicting weapons or weapon paraphernalia glorifying violence;
- Jewelry that is studded or pointed is unacceptable.

Notes:

- Uniforms for school related activities are acceptable as approved by the school administration.
- The school administration reserves the right to alter the dress code for special occasions or extracurricular activities.
- Parents who require an exemption from the dress code for religious, cultural or short-term medical reasons may make application to the Principal.

Appendix B: Resources for Cherokee County Families

AID Atlanta: AID Atlanta is a non-profit, community-based AIDS services organization, serving individuals infected and affected by the AIDS epidemic. Founded in 1982, AID Atlanta is the Southeast's largest AIDS services organization, sponsoring education programs to stop the spread of HIV/AIDS and providing comprehensive support and services for people living with HIVAIDS. Since its founding, AID Atlanta has grown to become the leader in the fight against the AIDS epidemic in Atlanta. www.aidatlanta.org 404.870.7700

Alcoholics Anonymous: a fellowship of men and women who share their experience, strength and hope with each other that they may solve their common problem and help others to recover from alcoholism. www.atlantaaa.org 404.525.3178

Alateen/Alanon: For those concerned about someone else's drinking. www.ga-al-anon.org 404.687.0466

American Red Cross: The Red Cross is committed to saving lives and easing suffering. This diverse organization serves humanity and helps you by providing relief to victims of disaster, both locally and globally. The Red Cross is responsible for half of the nation's blood supply and blood products. The Red Cross gives health and safety training to the public and provides emergency social services to U.S. military members and their families. In the wake of an earthquake, tornado, flood, fire, hurricane or other disaster, it provides relief services to communities across the country. The Red Cross is America's most trusted charity, and it needs the support of compassionate Americans to succeed. www.redcross.org 1.800.435.7669

Boys and Girls Club: 770.720.7712

Cherokee Family Violence Center: P.O. Box 489, Canton, GA 30114 770.479.1703

Cherokee County Health Department: 1219 Univeter Road, Canton, GA 30115 770.345.7371; Woodstock Office: 7545 North Main Street, Suite 100 Woodstock, GA 30188 770.928.0133

Children's Healthcare of Atlanta: Children's Healthcare of Atlanta specializes in pediatric health care, research and education. Formed in 1998 when Egleston Health Care System merged with Scottish Rite Children's Medical Center, the company has over 430 beds in its two children's hospitals, 16 other health care facilities and contracts with 1287 physicians. It has been recognized for its pediatric services in cardiology, cancer treatment and transplants. CHOA www.choa.org 404.325.6000

The Council on Alcohol and Drugs: The Council on Alcohol and Drugs is a substance abuse prevention and education agency that develops programs and materials based on the most current research on drug use and its impact on community. The Council's mission is to combat substance abuse, and related problems, through prevention education, social policy and information dissemination. Since its establishment in 1969, we have served the community through high-quality services and effective prevention programs. We have an exciting range of educational programs and services designed to engage children & teens, address the needs of parents and to provide employers, educators, health professionals, policy-makers and the media with authoritative information on tobacco, alcohol and drugs such as marijuana, cocaine and heroin. www.livedrugfree.org 404.223.2480

Georgia Emergency Management Agency: A part of the Office of the Governor, The Georgia Emergency Management Agency (GEMA) operates on 24-hour call to assist local authorities in responding to emergencies. www.gema.ga.gov 404.635.7000

Georgia PTA: The PTA Mission is to support and speak on behalf of children and youth in the schools and before governmental agencies and other organizations that make decisions affecting children; to assist parents in developing the skills they need to raise and protect their children; and to encourage parent and public involvement in the schools of this nation. www.georgiapta.org 404.659.0214

Highland Rivers/Cherokee Mental Health: 191 Lamar Haley Parkway, Canton, GA 30114-8019 770.704.1600

Learning Disabilities Association of Georgia: The goals of LDAG is to develop programs to advance parenting skills and understanding; increase skills of parents and adults with LD/ADHD in improving their advocacy skills, effectiveness, and self-knowledge; gain community awareness and acceptance by improving educational, vocational and employment

services and opportunities; and provide opportunities for related professionals to enhance their knowledge and skills in the evolving field of learning disabilities and attention deficit disorders. http://georgia.ldaamerica.net or email ldaofgeorgia@gmail.com

Link Counseling Center: The Link offers short-term to long-term therapy. In addition, a number of support groups and educational programs are offered. The Link offers services on a sliding fee scale when needed. Programs offered: Children in Crisis and Grief Suicide Prevention and Aftercare Community Education, Training and Supervision. www.thelink.org 404.256.9797

Mental Health America of Georgia: The Mental Health America of Georgia works to enhance the mental health of all Georgians. They want to give all Georgians access to culturally competent and appropriate mental health services and information including prevention, early intervention, treatment and recovery. www.mhageorgia.org 404.527.7175

Northside Hospital Cherokee: NH-C is committed to advancing health care in Cherokee County. With medical providers trained in pediatric and adult care, NH-C has created a multidisciplinary approach with over 800 physicians on its campus. Families seeking primary care, cardiovascular, orthopedic physicians or radiology services can contact Northside Hospital Cherokee www.northside.com 770.224.1000

Peachford Hospital: Peachford Behavioral Health System of Atlanta has served metropolitan Atlanta and the near North Georgia area in providing specialized treatment programs for children, adolescents, adults and seniors suffering from emotional, behavioral and psychiatric disorders as well as addictions. www.peachford.com 770.454.2302

Prevent Child Abuse Georgia: Prevent Child Abuse Georgia's toll-free statewide Helpline provides information, referrals and support for parents, survivors of abuse (including bullying), professionals, community members, children, adolescents, families, educators and more. www.preventchildabusega.org 1.800.CHILDREN

Ridgeview Institute: Located in Smyrna, Georgia, Ridgeview's mission is to provide a comprehensive continuum of mental health and addiction treatment services based upon a commitment to excellence and quality care to patients and families within the communities we serve. www.ridgeviewinstitute.com 770.434.4567

Note: While this listing of local agencies is intended for use as a potential resource by Cherokee County individuals and families, inclusion on the list should not be considered as a preference expressed by the District or as a referral for services by the District.

Appendix C: CCSD Acceptable Use Policy

BOARD POLICY Descriptor Code: IFBG

Internet Acceptable Use

The Board of Education recognizes that electronic media, such as the Internet, offers vast, diverse and unique resources to both students and teachers that should promote educational excellence in our schools. The intent of this Policy is to help ensure that all uses of the District's Internet connection are for support of education and research and are consistent with the goals and educational philosophy of the District.

I. INTERNET PROTECTION

The District will utilize a required technology protection measure as defined in the Children's Internet Protection Act (CIPA). To the extent practicable, this technology protection measure will restrict access to visual depictions that are obscene, pornographic or harmful to minors, as defined in CIPA. Subject to administrative approval, technology protection measures may be disabled or minimized only for bona fide research or other lawful purposes.

All of the District's Internet users are subject to the following rules and regulations:

II. STANDARDS FOR USAGE

1) Acceptable Use: The purpose of the school Network/Internet is to support research and education in and among academic institutions in the United States and the world by providing access to unique resources and the opportunity for collaborative work. The use of the network must be consistent with the educational objectives of the District. Transmission of any material in violation of any U.S., or state regulation or District Policy is prohibited. This includes, but is not limited to the following: copyrighted material, threatening or obscene material or material protected by trade secret. Use for commercial activities or product advertisement is not acceptable unless approved by the District. Use for political lobbying is prohibited, however, users may communicate with elected officials to express an opinion on political issues. All users will follow Internet Safety Guidelines developed by the District.
2) Privileges: Each user who receives access to the Internet must first participate in an Internet safety/acceptable use Policy training session. The use of the Internet is a privilege, not a right, and inappropriate use will result in a restriction of those privileges and may result in additional administrative disciplinary action. Also, the District network administrator may close an account at any time as deemed necessary for the safety of the users and for the security and integrity of the District's Network/Internet services.
3) Security: Security on any computer system is a high priority, especially when the system involves many users. Passwords provide a level of security and must not be shared. Unauthorized attempts to logon to a Network/Internet as a network administrator or other system user may result in cancellation/denial of user privileges. Any user(s) identified as a security risk or having a history of problems with other computer systems may be denied access to the Network/Internet services throughout the District. If a security problem on the Network/Internet is suspected, users are required to notify the District's Division of Technology and Information Services as soon as possible.
4) Network/Internet Use Behavior Standards: All internet users are expected to abide by the following guidelines. These standards of behavior include, but are not limited to the following:
    a. Illegal activities are strictly prohibited.
        i. Violation of O.C.G.A. § 16-9-93 as it pertains to computer theft, computer trespass and computer invasion of privacy, computer forgery and computer password disclosure
        ii. Violation of O.C.G.A. § 16-11-37.1 as it pertains to dissemination of information through a computer or computer network of information, any picture, photograph, drawing or verbal description designed to encourage, solicit or promote terroristic acts and/or threats

    b. Submitting, publishing or displaying profanity, vulgarities, defamatory language, intentionally inaccurate information or inappropriate language is prohibited.

    c. Use of an identity other than the user's own is prohibited.

    d. Publishing personal information about students such as full name, address, phone number or social security number is prohibited.

    e. Electronic mail (e-mail), instant messages and other forms of messaging using District resources are not private. Inappropriate or illegal messages will be reported to the proper authorities.
    f. A user will not intentionally spread computer viruses, vandalize the data, infiltrate systems, damage hardware or software or in any way disrupt the use of the network.

g. Engaging in non-educational games and monopolizing resource time and materials is prohibited.

h. All communications and information accessible via the network should be assumed to be subject to copyright law. The user is responsible for checking for copyrighted or licensing agreements. Data received through the Internet is subject to the same rules of documentation as traditional information. Credit is to be given for all material used in research.

i. Copying or downloading software illegally from network sources, disks or other electronic material to another computer is prohibited. Software installation must be approved by the District's Division of Technology and Information Services.

j. Use of the Internet to access inappropriate matter is prohibited. This includes, but is not limited to the materials that are: obscene, sexually explicit, threatening, abusive, harassing, illegally damaging to another person's reputation and/or demeaning to genders, gender identity, sexual orientation, race, ethnicity, religion and national origins contrary to the District's policy on harassment.

k. An authorized user will be ultimately responsible for all activity under their account and password. Accounts will be used only by the authorized user for the purposes specified.

l. Employee generated files are the property of the District and may be accessed by appropriate authorized system personnel.

m. Local, state or federal officials may obtain access to electronic communications in conjunction with investigations or other purposes. In addition, messages sent over the electronic network may be subject to disclosure under the Open Records Act.

n. It will be the responsibility of all members of the District staff to supervise and monitor usage of the computer, network device and access to the Internet in accordance with this policy, the Children's Internet Protection Act and the Protecting Children in the 21st Century Act.

5) Disclaimer: The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages a user suffers. This includes loss of data resulting from delays, service interruptions and exposure to offensive or threatening material. Use of any information obtained via the Network/Internet is at each user's own risk. The District specifically denies any responsibility for the accuracy or quality of any information obtained through its services.

ADOPTED: August 21, 2008
REVISED: September 1, 2016

Cherokee County Board of Education

Appendix D: GA Code Relative to Compulsory Attendance (§20-2-690.1.)

(a) Every parent, guardian or other person residing within this state having control or charge of any child or children between their sixth and sixteenth birthdays will enroll and send such child or children to a public school, a private school or a home study program that meets the requirements for a public school, a private school or a home study program; and such child will be responsible for enrolling in and attending a public school, a private school or a home study program that meets the requirements for a public school, a private school or a home study program under such penalty for noncompliance with this subsection as is provided in Chapter 11 of Title 15, unless the child's failure to enroll and attend is caused by the child's parent, guardian or other person, in which case the parent, guardian or other person alone will be responsible; provided, however, that tests and physical exams for military service and the National Guard and such other approved absences will be excused absences. The requirements of this subsection will apply to a child between his or her seventh and sixteenth birthdays who has been assigned by a local board of education or its delegate to attend an alternative public school program established by that local board of education, including an alternative public school program provided for in Code Section 20-2-154.1, regardless of whether such child has been suspended or expelled from another public school program by that local board of education or its delegate, and to the parent, guardian or other person residing in this state who has control or charge of such child. Nothing in this Code section will be construed to require a local board of education or its delegate to assign a child to attend an alternative public school program rather than suspending or expelling the child.

(b) Any parent, guardian or other person residing in this state who has control or charge of a child or children and who will violate this Code section will be guilty of a misdemeanor and, upon conviction thereof, will be subject to a fine not less than $25 and not greater than $100, imprisonment not to exceed 30 days, community service or any combination of such penalties, at the discretion of the court having jurisdiction. Each day's absence from school in violation of this part after the child's school system notifies the parent, guardian or other person who has control or charge of a child of five unexcused days of absence for a child will constitute a separate offense. After two reasonable attempts to notify the parent, guardian or other person who has control or charge of a child of five unexcused days of absence without response, the school system will send a notice to such parent, guardian or other person by certified mail, return receipt requested. Public schools will provide to the parent, guardian or other person having control or charge of each child enrolled in public school a written summary of possible consequences and penalties for failing to comply with compulsory attendance under this Code section for children and their parents, guardians or other persons having control or charge of children. The parent, guardian or other person who has control or charge of a child or children will sign a statement indicating receipt of such written statement of possible consequences and penalties; children who are age ten years or older by September 1 will sign a statement indicating receipt of such written statement of possible consequences and penalties. After two reasonable attempts by the school to secure such signature or signatures, the school will be considered to be in compliance with this subsection if it sends a copy of the statement, via certified mail, return receipt requested, to such parent, guardian, other person who has control or charge of a child or children. Public schools will retain signed copies of statements through the end of the school year.

(c) *Local school superintendents in the case of private schools or home study programs and visiting teachers and attendance officers in the case of public schools will have authority and it will be their duty to file proceedings in court to enforce this subpart.

**To fully comply with the provisions of the State's compulsory attendance law, the District must receive proactive cooperation from the person, or persons, administering private school or home study programs.*

Appendix E: Guidelines for the Teacher Removal of a Student from Class

I. Introduction

The District fully supports the provisions of GA Code § 20-2-738, which provides that a teacher will have the authority to remove from class a student who repeatedly or substantially disrupts the learning process. Consideration must be given to disciplinary options available through the school, the district, other public entities or community organizations. Care must be given to ensure that the status of IEP students is maintained. This option of a teacher removing a student from class should be used within the context of the School Board's Code of Conduct that is followed by all students and staff.

II. Guidelines for Classroom Teachers

A. Teachers may remove a student from class for either: (1) Substantial disruption of class or acts that pose immediate threats to safety; and (2) repeated disruptive classroom behavior. Prior written reports must be on file identifying the student as a "chronic disciplinary problem".
B. Teacher must discuss the matter with the Principal (designee) and file a report describing the student behavior in not more than one page. This report must be filed by the end of the school day on which the removal occurs or at the beginning of the next school day.
C. After discussions, if the Principal (designee) seeks to return the student to the teacher's class and the teacher withholds consent, then a Placement Review Committee decides the matter.
D. Any teacher may be required to complete professional development to improve classroom management skills if the teacher has more than two students returned by a Placement Review Committee because the class is deemed to be the best available alternative for the student. The Principal will derive the plan in consultation with the teacher to include identification and remediation of academic and behavioral student needs or other instructional skills.

III. Guidelines for Principals

A. The Principal (designee) will discuss the matter with the teacher and student by the end of the day or the beginning of the next school day.
B. Students will retain all due process rights and safeguards. The student will be given the reason(s) for the removal along with an opportunity to present an explanation of the situation.
C. After receiving written notice from the teacher that a student is to be removed, the Principal (or designee) will within one day send the parents/guardian notification that the student was removed from class, a copy of the report filed by the teacher and information on how the Principal (designee) may be contacted.
D. After the above discussion, the student may be returned to class if the teacher gives consent. This return does not limit the Principal (designee) from administering appropriate disciplinary action as warranted.
E. If the teacher withholds consent, the Principal (designee) will decide on an appropriate temporary placement by the end of the first day following the removal from class. This temporary placement should provide the least disruption possible taking into account the severity of the infraction, past behavior of the student, need for special services and the availability of alternative settings. This action should be communicated to parents/guardians and the teacher.
F. The Principal (designee) convenes a meeting of the Placement Review Committee.
G. The Principal (designee) informs the parents/guardians and teacher of the Placement Review Committee decision.

IV. Guidelines for Placement Review Committees

A. Each school will have one or more Placement Review Committees. The purpose of the committee is to determine the placement of a student when a teacher withholds consent to the return of a student to the teacher's class.
B. A committee will be composed of three members. The faculty will choose two teachers to serve and one teacher as an alternate. The Principal will choose one member of the professional staff to serve. The teacher that withholds consent to readmit may not serve on the committee.
C. The Placement Review Committee will have authority to do the following: (a) return the student to the teacher's class upon determining that such placement is the best or only available alternative; and (b) refer the student to the Principal (designee) for other appropriate action.

D. The Placement Review Committee will meet by the end of the second day after the removal of the student from class and will issue a decision in writing by the end of the third day following the removal by the teacher.
E. If the decision is not to return the student to the class from which they were removed, the Principal (designee) will use prescribed procedures outlined in the Cherokee County Code of Conduct such as:
    - placement in another classroom
    - assignment to In-School Suspension
    - assignment to Alternative School
    - external suspension not to exceed 10 total days for the incident
    - referral to an alternative program through a disciplinary panel
    - combination of the aforementioned dispositions.

F. The Principal (designee) may return the student to the class from which they were removed upon successful completion of the assigned intervention(s) or consequence(s). This action should be communicated to the teacher and parents/guardians.

V. Staff Development

Members of the Placement Review Committees will be provided training regarding the procedure for a teacher removing a student from the classroom and School Board Policy and Code of Conduct.

Appendix F: School Board Policy Regarding Harassment

Board Policy Descriptor Code: JCAC
Harassment

The Cherokee County Board of Education prohibits discrimination and harassment based upon "Constitutionally-Protected Differences" and other legally protected statuses (e.g. race, age, color, religion, national origin, disability or any other constitutionally protected class or status). As such, it is the Policy of the District to address such complaints at the lowest level of administration in order to quickly and efficiently resolve all such matters. Due to the May 6, 2020 amendment to Title IX, Board Policy JCAC will no longer address sexual harassment. For the Cherokee County Board of Education's Policy and Grievance Procedures on sexual harassment, please refer to JCAC (2), which specifically addresses sexual harassment as defined in Title IX.

All employees are responsible for prevention of harassment and discrimination against students/employees, including the responsibility to report any conduct which they believe to be in violation of this Policy. No person will be subject to retaliation or reprisal for making a good faith complaint under this Policy or for participating in an investigation.

This Policy establishes the role and responsibility of the applicable Title Coordinator(s) ("Coordinator") and the role of the Chief of Operations (COO) in action steps and the collection and analysis of reporting data in this regard.

The Superintendent will also develop administrative checklists to aid in investigations.

I. DEFINITION

Harassment and discrimination may include any conduct which has the effect of unreasonably interfering with a student's participation in an educational program or activity, including conduct by school employees, students or others. Examples may include racially offensive jokes, slurs or comments; different treatment of students based upon Constitutionally-Protected Differences and/or other legal protected statuses; display or communication of racially offensive photographs, writing or materials; or conditioning educational benefits on a student's participation in, or reaction to, such conduct. Discipline and/or supportive measures may be imposed for such conduct without regard to whether it rises to the level of a violation of law.

II. COMPLAINT PROCEDURES

Complaints made to the District regarding alleged discrimination, harassment or retaliation for complaints about, or opposition to discrimination or harassment will be processed in accordance with the following procedure:

1. Any student or other person with a complaint alleging a violation as described above will promptly notify the Coordinator, as annually appointed by the Superintendent, and/or Principal of the school or work site location supervisor attended by the person believed to have suffered discrimination/harassment. If a report is made to a Principal or work location supervisor, the Principal or work location supervisor will forward the complaint to the Coordinator. The complainant need not be the victim of the discrimination/harassment but may be any person aware of the conduct.

2. Upon receipt of a discrimination/harassment complaint, the Coordinator will (a) facilitate a prompt investigation of the complaint, (b) take any interim action necessary to protect students, staff or operations of the school or work location pending the result of the investigation, and (c) make any necessary reporting of the allegations. Said investigation will consist at a minimum of interviewing the complainant, accused person(s) and persons with direct knowledge of the alleged events. Said investigation will be concluded as soon as practicable, and generally within fifteen (15) business days (defined as days when the District Central Office is open for business) of receipt of the complaint. Upon completion of the investigation the Coordinator will initiate such remedial actions as are necessary to prevent any further harassment. Such steps may include: counseling, suspension, expulsion or any other remedial action deemed appropriate to address and eliminate further discrimination/harassment. Upon completion of the investigation the Coordinator will notify appropriate parties (which may include the alleged victim(s), accused and/or their parents or legal guardians) in writing of the substance of the investigation and remedial measures to be taken pending any appeal. The Coordinator will retain, review and analyze the investigative file of each complaint and will report the results of the review and analysis annually to the Superintendent.

3. The complainant may seek a review of the initial decision by written request received by the Coordinator within five (5) business days of the date of the decision.

4. Upon timely written request, the Coordinator will forward a copy of the investigative file to the COO. The COO or designee will have up to fifteen (15) business days to review the appeal, investigative file and the previous decision and determine, if additional investigation is warranted, any change in the remedial action recommended. The COO or designee will promptly notify appropriate parties of the appeal decision.

5. The decision of the COO or his/her designee will be the final decision under this Policy. Additional due process will be provided for any disciplinary measures as required by law.

The complainant retains at all times the right to contact the Office of Civil Rights or the Equal Employment Opportunity Commission with regard to any allegations that the District has violated any law.

This Policy will be distributed to all students annually. Additionally, the Coordinator and other employees designated by the Superintendent will receive appropriate training in investigating, remediating and analyzing complaints of discrimination/harassment on an annual basis.

*Appropriate Federal agencies promulgate regulation from time to time to implement Federal Laws prohibiting discrimination in schools and the workplace. To the extent that this Policy is inconsistent with or conflicts with any of those regulations the current regulation controls and the part or parts of this Policy inconsistent with or in conflict with those regulation will be rescinded.

ADOPTED: August 2, 2001
REVISED: November 19, 2020

Cherokee County Board of Education

Appendix F (II): School Board Policy Regarding Sexual Harassment

Board Policy Descriptor Code: JCAC (2)

Sexual Harassment

The District adheres to all federal, state and local civil rights laws prohibiting discrimination in education. As a recipient of federal financial assistance for education activities, the District is required by Title IX of the Education Amendments of 1972 to ensure that all of its education programs and activities do not discriminate on the basis of sex, gender or gender identity. The District also prohibits retaliation against any person opposing discrimination or participating in any discrimination investigation or complaint process.

This Policy is intended to reflect the requirements of the new federal regulations pertaining to Title IX of the Education Amendments Act of 1972, which became effective on August 14, 2020. The Grievance Procedures included in this supplemental Policy are structured according to requirements of the new Title IX regulations.

While all forms of discrimination and harassment are prohibited in the District and addressed under Board Policy JCAC, the purpose of this supplemental policy is to address, and only to address, *sexual harassment as defined in Title IX* that occurs within the educational programs and activities of the District, and to provide a grievance process for investigating and reaching a final determination of responsibility for a formal complaint of sexual harassment.

This Policy establishes the roles and responsibilities of the applicable Title IX Investigator(s), Title IX Coordinator, Decision-Maker and Appeals Decision-Maker. The Superintendent of Schools will also develop administrative guidelines and checklists to aid investigations.

I. DEFINITION

Sexual harassment (Title IX Prohibited Conduct) is conduct on the basis of sex (including, without limitation, gender, sexual orientation and/or gender identity), occurring in the District's education program or activity that satisfies one or more of the following:

1. Unwelcome sex-based/related conduct occurring in the United States determined by a reasonable person to be so severe, pervasive AND objectively offensive that it effectively denies a person equal access to the education program or activity (this standard requires consideration of all the facts and circumstances, including, but not limited to, the ages and disability statuses of the harasser and victim and the number of individuals involved and their authority); OR
2. Sexual assault, dating violence, domestic violence or stalking as defined in the United States as defined in state or federal law.

Behaviors that constitute sexual harassment may include, but are not limited to: Sexually suggestive remarks or jokes; verbal harassment or abuse; displaying or distributing sexually suggestive pictures, in whatever form (e.g., drawings, photographs, videos, irrespective of format); sexually suggestive gesturing, including touching oneself in a sexually suggestive manner in front of others; harassing or sexually suggestive or offensive messages that are written or electronic; subtle or direct propositions for sexual favors or activities; touching of a sexual nature or groping; and teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct. Note: incidents of the above conduct would still need to satisfy one or both of the criteria in paragraphs 1-2 of this definition.

II. GRIEVANCE PROCEDURES

The Title IX Grievance Process is initiated by way of a Formal Complaint ("complaint" or "formal complaint") filed by the Complainant, the Complainant's parent/guardian, or the Title IX Coordinator.

A. Formal Complaint Requirements

At a minimum, a formal complaint must:

1. Contain the name and address of the Complainant and the student's parent or guardian if the complainant is a minor student;

2. Describe the alleged sexual harassment in sufficient detail to include the known identities of persons involved, the conduct allegedly constituting sexual harassment and the date and location of the incident.
3. Request an investigation of the matter, and
4. Be signed by the Complainant, Complainant's parent or Title IX Coordinator, as applicable.

The complaint may be filed with the Title IX Coordinator in person, by mail or by email. Complaint forms may be obtained from the Title IX Coordinator, the District's Student Code of Conduct or on the District's websites. The Title IX Coordinator may be contacted in person, by mail, by telephone or by email, using the contact information contained within the Student Code of Conduct or posted on the District's website. Unless otherwise designated by the Superintendent and posted on the District's Title IX website notice, the District Title IX Coordinator shall be the Executive Director of Administrative Leadership (EDAL) whose office is located at 1205 Bluffs Parkway, Canton, GA 30114, general phone number 770.479.1871.

B. Initial Steps and Notice of Formal Complaint

1. The Title IX Coordinator will provide a Notice of Formal Complaint to the Complainant and the Complainant's parent/guardian, and to the Respondent (if known) and the Respondent's parent/guardian within five calendar days of receiving a Formal Complaint, which will include the following:

    a. The District's Title IX Grievance Process Administrative Guidelines;
    b. A notice of the right to pursue informal resolution provided both the Complainant and Respondent agree;
    c. The Rights and Responsibilities of Parties and Witnesses in Title IX Investigation;
    d. The specific allegations of sexual harassment including any additional information obtained by the Title IX Coordinator;
    e. A statement that the Respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the grievance process;
    f. Notice that each party may have an advisor of their choice, who may be, but is not required to be an attorney;
    g. Notice that each party is entitled to inspect and review evidence; and
    h. A reference to the District's Code of Conduct that prohibits knowingly making false statements or knowingly submitting false information.

2. The Title IX Coordinator will then examine the allegations in the Formal Complaint, to determine whether even if assumed true, the allegations are sufficient to sustain a finding of sexual harassment under this Policy.

3. The Title IX Coordinator will contact the Complainant to discuss and offer supportive measures. The Title IX Coordinator may contact the Respondent to discuss, and or impose, non-disciplinary supportive measures.

4. If the Formal Complaint fails to satisfy the definition of sexual harassment in this Policy, the Complaint will be dismissed by the Title Coordinator. If a Compliant is dismissed, the decision to dismiss the Compliant may be appealed in accordance with the procedures described in Section E. Appeals of this policy to the Chief Operations Officer (COO) of the District who shall act as the Appeals Decision-Maker. The COO's office is located at 1205 Bluffs Parkway, Canton, GA 30114, general phone number 770.479.1871.

5. If the Formal Complaint is not dismissed or informally resolved, the Title IX Coordinator will designate a school-based Title IX Investigator (Title Investigator), to conduct an investigation into the allegations. The school Principal or his/her designee will serve as the Title Investigator.

C. Investigation

1. The Title Investigator will:

    a. Provide an equal opportunity for the parties to present witnesses, and other inculpatory and exculpatory evidence;
    b. Provide the parties with the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice;
    c. Provide, to a party (e.g., Respondent, Complainant, parent/guardian and/or advisor, as appropriate), written notice of the date, time, location, participants and purpose of investigative interviews, or other meetings, with sufficient time for the party to prepare to participate within the timeframes established within this Policy; and,

d. Provide both parties an equal opportunity to inspect and review any evidence submitted and/or obtained as part of the investigation that is directly related to the allegations raised in a Formal Complaint.

2. The Title Investigator may collect relevant evidence, other information and may also interview parties and/or witnesses. In addition, a Complainant or Respondent may:

   a. Submit evidence to the Title Investigator;
   b. Submit a list of witnesses to be interviewed by the Title Investigator; and/or
   c. Request that the Title Investigator attempt to collect non-privileged information not accessible to the requesting Party.

3. At the conclusion of the investigation and response timeline, the Title Investigator will prepare a written investigative report.

4. The Title Investigator will provide the investigative report to the Title IX Coordinator, to each party and each party's advisor, if any.

5. The Title Investigator will endeavor to complete the investigation and provide the Investigative Report within one calendar month of the date the Written Notice of Formal Complaint is sent to the Parties. With the Title IX Coordinator's express permission, this timeframe may be extended in complex matters or matters with multiple witnesses to give the Title Investigator enough time to gather relevant evidence and schedule witness interviews.

6. The Title IX Coordinator will forward the investigative report and all evidence collected by the Title Investigator to the Decision-Maker for consideration and decision.

D. Decision-Maker

1. The Decision-Maker is the individual with the responsibility of making determinations of responsibility with respect to formal complaints of sexual harassment in accordance with the Title IX Grievance Process. The Decision-Maker will have adequate training and will not be the Appeal Decision-Maker, the Title Investigator(s) or the Title IX Coordinator. Unless otherwise designated by the Superintendent and posted on the District Title IX website notice, the District's Title IX Decision-Maker will be the other Executive Director of Administrative Leadership (EDAL II) whose office is located at 1205 Bluffs Parkway, Canton, GA 30114, general phone number 770.479.1871.

2. After the Title Investigator has concluded the collection of evidence and provided the Investigative Report, the Decision-Maker will afford each party 10 calendar days to submit written, relevant questions to the Decision-Maker for any party or witness.

3. The Decision-Maker may omit any questions as not relevant. Should the Decision-Maker exclude a question, the Decision-Maker will explain to the party proposing the questions why the question(s) was not relevant.

4. Questions and answers considered by the Decision-Maker should be included in the Decision-Maker's Written Determination of Responsibility. Questions not posed as being irrelevant along with a rationale regarding the question's relevance will also be included in the Decision-Maker's Written Determination of Responsibility.

5. The Decision-Maker will then provide the relevant questions to the party/witness, with copies to each party, and provide no less than 10 calendar days for written responses, likewise to be provided to each party.

6. The Decision-Maker will then provide five calendar days each for supplementary, limited follow-up questions and five calendar days for answers and may provide for additional rounds of follow-up questions, as long as the provision is extended to both parties equally.

7. The standard of proof to be used for Formal Complaints in determining whether a violation has occurred and/or that the Respondent is responsible shall be the preponderance of the evidence standard, which is only met when the Complainant convinces the Decision-Maker that there is a greater than 50% chance that the claim is true (i.e., more likely than not).

8. The Decision-Maker must issue a Written Determination of Responsibility within 10 calendar days after the close of the period for responses to the last round of follow-up questions.

9. The Decision-Maker may impose disciplinary sanctions and remedies if the Written Determination of Responsibility substantiates the allegations contained in the Formal Complaint.

E. Appeals

Either party may appeal the Decision-Maker's Written Determination of Responsibility or the dismissal of a Formal Complaint by notifying the Chief Operations Officer (COO) in writing ("written appeal") with a copy of the appeal to the Title IX Coordinator. The written appeal must be received by the COO within 10 calendar days of the Decision-Maker issuing the Written Determination of Responsibility or the written notice of dismissal being communicated to the parties.

The Appeals Decision-Maker has the responsibility to decide any appeal with respect to formal complaints of sexual harassment in accordance with the Title IX Grievance Process. The Appeals Decision-Maker will have adequate training, be free from conflict of interest and will not be the Decision-Maker, the Title Investigator(s) or the Title IX Coordinator.

For the purpose of this Policy, unless otherwise designated by the Superintendent and posted on the District's Title IX website notice, the District' Appeals Decision-Maker will be the Chief Operations Officer (COO) whose office is located at 1205 Bluffs Parkway, Canton, GA 30114, general phone number 770.479.1871.

1. Within three school days of receipt of the written appeal, the Appeals Decision-Maker will provide a Notice of Appeal to each party and to the Title IX Coordinator, with a copy of the written appeal.

2. Each party will have five school days from the date the Notice of Appeal is delivered to the parties to submit a written statement ("appeal statement") in support of, or challenging, the determination of responsibility or dismissal with copies to Title IX Coordinator and other party.

3. The Appeals Decision-Maker may refer an appealed issue back to a prior point in the grievance process for clarification and/or further investigation with written notice to the parties and the Title IX Coordinator.

4. The Appeals Decision-Maker will provide a written appeals decision within 10 calendar days after considering the record and the parties' appeal statements.

F. Timeframe of Grievance Process

The District will make a good faith effort to conduct a fair, impartial grievance process in a timely manner designed to provide all parties with a prompt and equitable resolution. It is expected that in most cases, the District will seek to complete the investigation and make a determination within 80 calendar days from the filing of a Formal Complaint. In any event, the District will not compromise a thorough and fair process in order to meet the 80-day timeframe from the filing of a Formal Complaint to the conclusion of the investigation and determination of responsibility by the Decision-Maker. If any party chooses to appeal the outcome, the timeframes below provide for an additional 30-day period to submit, respond to and for the Appeals Decision-Maker to make a decision regarding the appeal. If any deadline under the guidelines set forth below falls on a weekend or holiday, there will be an automatic extension to the next business day.

If the Parties elect to engage in an Informal Resolution, the timeframes below will be suspended during the pendency of that process.

A person may also file a complaint with the appropriate federal, state or local agency within the time frame required by law. Depending upon the nature of the complaint, the appropriate agency may be the Federal Equal Employment Opportunity Commission (EEOC), Office for Civil Rights (OCR) of the U.S Department of Education, the Department of Justice and/or the Georgia Department of Education.

Office for Civil Rights, Atlanta Office U.S. Department of Education 61 Forsyth Street S.W., Suite 19T10 Atlanta, GA 30303-8927 Telephone: 404.974.9406 Facsimile: 404.974.9471 Email: OCR.Atlanta@ed.gov	Equal Employment Opportunity Commission Atlanta District Office Sam Nunn Atlanta Federal Center 100 Alabama Street, SW, Suite 4R30 Atlanta, GA 30303 United States
U.S. Department of Justice Civil Rights Division 950 Pennsylvania Avenue, N.W. Housing and Civil Enforcement Section, NWB Washington, D.C. 20530	Georgia Department of Education 205 Jesse Hill Jr. Drive SE Atlanta, GA 30334 Local 404.656.2800 Toll Free: 800.311.3627 (GA) Fax: 404.651.8737 Email: askdoe@gadoe.org

Within any resolution process related to this Policy, the District will provide reasonable accommodations to persons with disabilities and religious accommodations, when that accommodation is consistent with state and federal law.

This Policy will be distributed to all students annually. Additionally, the Title IX Investigator(s), Title IX Coordinator, Decision-Maker and Appeals Decision-Maker and other employees designated by the Superintendent will receive appropriate training in investigating, remediating and analyzing complaints of sexual harassment on an annual basis.

*Appropriate Federal agencies promulgate regulation from time to time to implement Federal Laws prohibiting discrimination in schools and the workplace. To the extent that this Policy is inconsistent with or conflicts with any of those regulations, the current regulation controls and the part or parts of this Policy inconsistent with or in conflict with those regulations will be rescinded.

ADOPTED: November 19, 2020

Cherokee County Board of Education

Appendix G: Harassment/Discrimination Complaint Form

HARASSMENT/DISCRIMINATION COMPLAINT FORM

Name of person subjected to harassment/discrimination: _____

Complaining party (if different than above): _____

Person(s) accused or involved _____

Type of harassment/discrimination: (check all that may apply):

___ Gender/Sex _____ Age ___ Race _____ National Origin _____ Color _____ Disability ___ Religion ___ Other

Describe events leading you to complain:

_____

_____

_____

Dates of these events (if known):

_____

List any other person who witnessed these events, suffered similar acts, or knows something about your complaint:

_____

_____

Briefly, how has this affected you?

_____

_____

Any other facts you believe are important: _____

_____

_____

Signature _____ Date _____

Student/employee contact information (telephone/email) _____

_____

Received by _____ Date _____

Appendix H: The Teenage and Adult Driving Responsibility Act (TAADRA)

During the 2015 session of the Georgia General Assembly, GA Code § 40-5-22 (TAADRA) was modified in such a manner as to eliminate student accountability as it relates to school attendance and discipline infractions for purposes of teen drivers. Under the modified GA Code, schools will simply have to certify that a student is enrolled in and not under expulsion from a public or private school to be eligible for a driver's license or learner's permit. Please review the following Frequently Asked Questions (FAQs) related to students obtaining and maintaining a Georgia Learner's Permit and a Georgia Drivers' License.

Frequently Asked Questions (from Students)

Q	What do I need from the school before applying for a license/learner's permit?
A	The student must get a signed, notarized Certificate of School Enrollment from the school.
Q	How long is the Certificate of School Enrollment valid?
A	The Certificate of School Enrollment is valid for 30 days.
Q	How do I get a Certificate of School Enrollment during the summer?
A	The front offices in each of the high schools are open during the summer months, but if the student needs one within 30 days of the school year end, he/she should get one before the end of the year.
Q	Can my parent/guardian sign for me to drop out of school and my license NOT be suspended?
A	NO. While that was true at one time, a parent can no longer sign for a student to drop out of school without the student's license being suspended.
Q	Can I drop out to get my GED without my license being suspended?
A	YES. Students must enroll in a certified GED program to avoid a suspension of the license.
Q	How can I get more information on TAADRA?
A	The "TAADRA Implementation Guidelines" are accessible through the District's website at www.cherokeek12.net. After accessing the site, select "Departments." Select "School Operations" from the pop-up menu, and this will take you to the site in which the guidelines are posted.

Appendix I: CCSD Anti-Bullying Provisions for Local Schools

The following provisions serve as administrative guidelines for schools in addressing anti-bullying provisions. In conjunction with statutory requirements contained within GA Code § 20-2-751.4, these guidelines provide school stakeholders with existing provisions regarding the District's continued efforts to eliminate all forms of bullying within the scope of its authority and jurisdiction.

Anti-Bullying Statement (should be posted at local school sites)

The District expressly prohibits the bullying of any person, by any means, at school, on school property or at school-related functions.

Defining Bullying and Cyberbullying as an Infraction.

The current School Board's Code of Conduct defines bullying as the following:

- Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;
- Any intentional display of force such as that which would give the victim reason to fear or expect immediate bodily harm; or,
- Any intentional written, verbal or physical act, which a reasonable person would perceive as being intended to threaten, harass or intimidate. Such acts could include causing the following:
    - physical or visible bodily harm;
    - substantial damage to property;
    - disruption of school;
    - substantially interferes with the student's education;
    - is so severe/persistent/pervasive that it creates an intimidating or threatening educational environment; or,
    - has the effect of substantially disrupting the orderly operation of the school.

Notes Relative to Identifying Bullying Behavior

- These actions are prohibited, by any means, at school, on school property, at school bus stops or at school-related functions. This statement is inclusive of the use of technology or other equipment owned by the District and/or located at a school for the purposes of bullying another student.
- These actions may not be confined to events that occur on school property, on school vehicles, at designated school bus stops or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network or other electronic technology of a local school system.
- Assistance in differentiating bullying from isolated incidents of aggressive, intimidating or threatening behavior is provided by Dr. Dan Olweus (noted researcher in school bullying), who defines bullying as "repeated negative, ill-intentioned behavior by one or more students directed against a student who has difficulty defending him or herself. Most bullying occurs without any apparent provocation on the part of the student who is exposed."

The current School Board's Code of Conduct defines cyberbullying as the following:

- Cyberbullying is defined as bullying via the use of the Internet, interactive and digital technologies (such as computers, PDAs, etc.) and/or mobile telephones that includes the following:
    - Is directed specifically at students or school personnel
    - Is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school, and
    - Creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose.

Notes Relative to Identifying Bullying Behavior

- These actions are prohibited at school, on school property, at school bus stops and at school-related functions. This statement is inclusive of the use of technology or other equipment owned by the District and/or located at a school for the purposes of bullying another student.
- These actions may occur on school property, on school vehicles, at designated school bus stops or at school related functions or activities or by use of data or software that is accessed through a computer, computer system, computer network or other electronic technology of the District.

- However, these actions may not be confined to events that occur on school property, on school vehicles, at designated school bus stops or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network or other electronic technology of a local school system.
- Electronic communication includes, but is not limited to, any transfer of signs, signals, writings, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system.

Consequences for Bullying and Cyberbullying

Consequences for grades K-5:

- Punishment at the discretion of the Principal (The student's age/level of maturity or development should be considered in relation to the offense).

Consequences for grades 6-12:

- First Offense: Three school days of suspension or other appropriate punishment at the discretion of the Principal.
- Second Offense: Five school days of suspension or other appropriate punishment at the discretion of the Principal.
- Third Offense: Nine days of assignment to Alternative School (high school)/In-School Suspension (middle school). A recommendation for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.
- Additional Offenses: Additional Alternative School (high school)/In-School Suspension (middle school). assignment and/or a recommendation for long-term assignment to Ace Academy or expulsion at the discretion of the Principal.

If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student will be suspended from bus transportation. The Principal or designee will also convene a parent/guardian conference in which a behavior contract is entered into by and between the District, the student and the parents or guardian. Such behavior contract may specifically specify, among other things, prohibited behavior, seating assignment or such other limitations or prohibitions as the Principal or designee deems appropriate.

Reporting Bullying

- Any school employee, upon becoming aware that an incident of bullying has occurred by personally witnessing the event, or through reporting by students and/or parents, will take appropriate steps to ensure that the school's administration is aware of that incident.
- There is no expectation relative to investigations made through an anonymous reporting when the accusations of bullying cannot be substantiated with other sources or witnesses.
- Any student who knowingly files a false report of bullying is guilty of such and will be punished under existing disciplinary provisions.
- Retaliation for the reporting of bullying incidents is expressly prohibited.

Investigating and Documenting Bullying

- Upon receiving a report of a bullying incident, an appropriate, timely investigation will be conducted by the school's administration.
- An administrative investigation will include timely, parental notification of both the victim's parents and the alleged aggressor's parents; appropriate, policy-driven consequences applied to the incident if a bullying incident is determined to have occurred; a safety plan for the victimized student if a bullying incident is determined to have occurred; and, identification of the potential building (or campus) "hot spot," so as to reduce any further potential for repeated incidents of bullying.
- Relative to reporting bullying incidents, schools will maintain compliance with existing State School Board Rule.

Developing/Implementing Bullying Prevention Programs at Local Schools

Each school within the District will develop, or implement an existing, school-wide bullying prevention program based on research-based best practices.

Note: "Best Practices" include the involvement of school stakeholders in the development/implementation of the bullying prevention program, as well as timely, effective school-to-home communications regarding the ongoing success of any such program.

Appendix J: Student Activity Code of Conduct

I. Introduction

The District has determined that participation in interscholastic/extracurricular activities is a privilege for students enrolled in the District. A student participating in such activities is considered to be a school leader and with leadership comes additional responsibility. Consequently, students must adhere to the standards and expectations contained in the District's Activity Code of Conduct. As such, if a student violates these standards, schools may withdraw the privilege of participating in these activities, regardless of whether the violation occurred at a school-related or non-school-related activity. Schools may also withdraw the privilege of participating in these activities if the student violations occur outside of the scope of the activity's "season" or beyond the scope of the school day or year.

II. Student Infractions and Standards of Behavior

Student Infractions: Any student who commits the following infractions may be suspended or permanently dismissed from the team:

1.) Hazing other students—school clubs and student organizations will not use hazing or degradation of individual dignity;
2.) Missing practice, rehearsal or activities (unless excused by the coach or sponsor);
3.) Skipping class and/or truancy;
4.) Acting in an unsportsmanlike manner when representing the school;
5.) Violating team curfews (as established by the coach or sponsor);
6.) Academic dishonesty;
7.) Any behavior which results in discipline by the school administration; and
8.) Any behavior which, in the opinion of the administration, reflects in a negative manner on the team, activity, athletic program or school.

Standards and Expectations for Behavior: Students participating in interscholastic/extracurricular activities must comply with the following standards and expectations for behavior:

1.) Establishing and promoting a positive self-image for the program, school and District;
2.) Exhibiting good sportsmanship;
3.) Supporting team/activity rules developed by the activity's coaches or sponsors;
4.) Adhering to the District's Code of Conduct;
5.) Observing all standards and guidelines established by the Georgia High School Association (GHSA) Constitution and by-laws; and
6.) Obeying local, State, and Federal laws governing behavior and conduct. *

Note: Provisions for dealing with starred (*) items above are contained in Section V of this document.

III. Dispositions for Student Infractions and Standards of Behavior

Dispositions for student infractions and violations of standards and expectations of behavior include, but are not limited to, the following:

- Additional practice or conditioning time;
- Conferencing between sponsor/parent or sponsor/student athlete;
- Loss of position or awards privileges;
- Suspension and/or removal from team.

IV. Suspensions for Student Infractions and Standards of Behavior

Applying Suspensions: Relative to suspensions, progressive discipline processes will be utilized to create the expectation that the degree of discipline will be in proportion to the severity of the behavior, as well as consideration given to each student's previous discipline history and other relative factors.

1st Offense:	Amount of suspension will be at the discretion of the Principal
2nd Offense:	Suspension will be a minimum of twice the suspension for the first offense
3rd Offense:	Permanent suspension

Reporting Suspensions: Parent/guardian will be notified of the student's suspension. A suspension report will be filed with the Office of Student Activities and Athletics.

Transferring of Suspended Student Athletes: Students suspended from activities will not regain eligibility by transferring to another school within the District.

V. Dispositions and Guidelines for Chemical Use and/or Student Arrests

Reporting of Chemical Use and/or Student Arrests: A student (or his/her parent/guardian) is responsible for informing a school official, which may include the Principal, Athletic Director or his/her Head Coach or sponsor, of misconduct involving chemical use and/or a student arrest. This report must occur within five calendar days of the incident or the student faces disciplinary action up to, and including, partial or permanent suspension.

Confirming Student Arrests: Student chemical use and/or arrests that are verified through a reliable source (school administrator, teacher, coach/sponsor, staff member, parent of involved student, District Police Department, etc.) will be appropriately investigated by the school administration or designee.

Penalties for Chemical Use, Alcohol/Drug Related and/or Other Non-Felony Offenses: An athlete who is in violation of Chemical Use and/or arrested for, charged with, or found guilty of a misdemeanor will receive the consequences as outlined below:

1st Offense:	The student will lose a minimum of 30% of the current season or the next season in which the athlete competes. The penalty will be immediately assessed to the athlete's next competition. If the offense happens prior to the season starting, the athlete may be permitted to try-out for the activity but will then serve the suspension at the start of the season. During the suspension, the student may practice with the team if the coach/school permits. Practicing and team travel during the suspension is a local school decision.
2nd Offense:	The student will be suspended from all practices/competitions for one calendar year from the date of the incident. In the event a student's calendar year suspension results in reinstatement to activities during the season of an activity which requires tryouts, the student will be permitted to participate in tryouts at the same time as his/her peers.
3rd Offense:	The student will lose the privilege to participate in extracurricular activities for the remainder of their high school career.

Suspension Guidelines:

1.) When assessing a suspension, only GHSA regular season and playoff games will count towards the suspension. Although scrimmages are considered practices and do not count towards the overall game suspension total(s), the player will also forfeit participation in any scrimmage(s).
2.) If a student is suspended, playoff games count towards the game suspension (i.e. a football player caught with alcohol after the 9th game of the season and the team qualifies for state, the student would serve a 30% suspension, in this case 3 games.) In this scenario, the student would be suspended for the 10th game, 1st and 2nd rounds of playoffs, if applicable. If the team were eliminated, the student would be suspended for the 10th game and the 1st game of the following season.
3.) Suspensions for one-sport athletes: if a suspension occurs out of season, the student will serve the imposed suspension the following year.
4.) Suspensions for multi-sport athletes: a suspension may carry over from one sport to another. For this rule to be applicable, the student must have played the 2nd sport the previous year, with a freshman student serving as an exception. A student may not play a second sport to avoid serving a suspension in their primary sport. The District Athletic Director will make the final determination in these cases.

Suspension totals are based on the number of varsity games allowed according to GHSA By-Laws. Partial numbers are rounded up. Suspension per sport will be:

Sport	GHSA Varsity Games	Missed Games (30%)
Baseball	30	9
Basketball	25	8
Bass Fishing*		
Cheerleading		
• Basketball Sideline	25	8
• Competition	6	2
• Football Sideline	10	3
• Game Day Cheer	3	1
Cross Country	10	3
Dance	6	2
E Sports*		
Flag Football	12	4
Football	10	3
Golf	12	4
Gymnastics	10	3
Lacrosse	18	6
Literary Competition*		
One Act Play*		
Soccer	18	6
Softball		
• Fast Pitch	26	8
• Slow Pitch	16	5
Swim	10	3
Tennis	18	6
Track	12	4
Volleyball	18	6
Wrestling	20	6

*Discretion of the Principal

Suspensions of activities not considered under the prevue of GHSA competitions will be at the discretion of the Principal.

Addressing Felony Arrests and/or Convictions: Felony arrests constitute an immediate suspension from activities. Relative to that arrest, any subsequent felony conviction of a student may result in a permanent dismissal from activities.

Guidelines: A student who is arrested, indicted, convicted of or charged with a felony or act that would constitute a felony if committed by an adult should be automatically suspended from interscholastic/extracurricular activities. Students will not be permitted to participate in preseason activities. All DUI offenses will be dealt with according to these guidelines.

Duration: The student will remain suspended from extracurricular activities until:

1.) The charges are completely dismissed;
2.) The charges are reduced to a misdemeanor, in which case the student would be subject to penalties outlined for misdemeanor infractions;
3.) The student is found not guilty; or
4.) The student serves his/her consequence as outlined below:

Once the student successfully completes the consequences assigned by the judge or agreed to by the student, including probation or diversion, the student may be permitted to participate in extracurricular activities. The student is responsible to provide evidence that all sentencing and/or fines have been satisfied, including, but not limited to, probation and/or community service have been satisfied.

VI. Duration of Code of Conduct

The Student Activity Code of Conduct will be in effect year-round.

Appendix K: Notes for Students and Parents Regarding On-Line Use

Section I: Internet Safety Tips

The Internet is an effective tool for communicating, learning and collaborating. However, there are safety precautions that must be taken when navigating through cyber space—always ask a trusted adult for permission or guidance if you are unsure about any online activity.

For Students:

- Never give out personal information about yourself, your family, your school or your activities to anyone on the Internet.
- Choose usernames and screen names that are generic and anonymous.
- Use caution or seek guidance prior to completing a form or questionnaire.
- Do not send or post a picture of yourself, your family or friends.
- Never agree to meet anyone that you met online.
- Don't open an email from anyone you don't know.
- Tell a trusted adult right away if you read or see anything on the Internet that makes you feel uncomfortable.
- Know how to exit an inappropriate website.
- Avoid violating copyright laws by copying words, pictures, sound or video from someone else's website without permission.

For Parents: Along with assisting your child with the tips (provided), parents should also:

- Set clear rules for Internet use.
- Encourage your child to avoid sharing any type of personal information over the Internet without your permission.
- Ask your child to tell you if something or someone online makes them feel uncomfortable or threatened.
- Advise your child not to download programs, music or files without your permission. File-sharing and taking text, images, sounds or video from the Internet may be illegal.
- Teach your child responsible, ethical online behavior.
- Talk to your child about online dangers and let them know you are there to help them get out of a bad situation.
- Protect your child by the use of computer security tools such as content blockers, firewalls and pop-up blockers.
- Communicate regularly with your child about their online experiences.
- Consider "Internet Safety Contracts" with your child. Some helpful websites for these contracts and discussions with your child include: www.netsmartz.org, www.isafe.org and www.ikeepsafe.org (for younger children).

Section II: Using Social Networking Sites

Student access to social networking websites (i.e., Facebook, Instagram, Twitter, Snapchat) has continued to grow in popularity. These sites, when used safely, offer young people and adults an opportunity to communicate with one another. However, when used inappropriately, these sites can become a hurtful or dangerous place for all students.

Some students choose to use social networking sites in offensive, disrespectful and inappropriate ways. While the District uses "best practices" to filter access to such sites on school computers, these sites can be accessed on personal computing devices and smart phones. Also, sometimes while at school, students will share what they have read. This creates disruptions and negatively impacts peer relationships, as well as the learning environment.

Section III: Cyberbullying

Cyberbullying, or Internet Bullying, is using the Internet or other digital devices to send or post negative messages, images or video clips about others. It can take many forms, including posting or sending mean or embarrassing comments and/or images on chat rooms, message boards, websites, social networking sites, online gaming sites, cell phones, instant messages or e-mail. Cyberbullying is a form of emotional bullying that instills feelings of fear, isolation and humiliation among its targets.

Parents/guardians should discuss cyberbullying behavior, encouraging children to speak out against cyber bullying they witness and to report instances to the appropriate person. Incidents of cyberbullying which occur at school or using school District technologies will be investigated by school administrators. However, these actions may not be confined to events that occur on school property, on school vehicles, at designated school bus stops or at school related functions or activities or by use of data or software that is accessed through a computer, computer system, computer network or other electronic technology of a local school system. In addition, parents/guardians need to set up guidelines for appropriate use for each new piece of technology that is brought into the home.

Section IV: Internet Safety Policy

Additional information in this regard is contained in the School Board's Internet Safety Policy (IFABB), which can be obtained in the Online Policy Manual located on the District website.

Appendix L: Bring Your Learning Device (BYLD) Program

As new technologies continue to change the world in which we live, they also provide many new and positive education benefits for classroom instruction. To enhance learning, students in Cherokee schools may now bring their own technology to District campuses that are participating in the Bring Your Learning Device (BYLD) program.

Definition of Technology

For purposes of BYLD, "Technology" means personally owned Internet-accessible, wireless, portable, electronic equipment used for instructional purposes. All approved devices must allow access to the Internet through a fully functional Web browser and be capable of accessing the District Guest network. Recognizing the rapidly changing world of technology, the list of allowed devices will be reviewed annually. Approved devices include: smartphones, iPads, iPods, Smart Watches, laptops, netbooks, tablet computers and eReaders that meet the definition of technology.

Internet

All Internet access will occur using the District BYLD network. Cellular network adapters and hotspots are not permitted to be used by students to access the Internet at any time.

Security and Damages

Responsibility to keep privately owned devices secure rests with the individual owner. Neither the District nor its staff or employees is liable for any device stolen or damaged on campus. Personal devices that are reported as stolen, lost or damaged while in the care of the student will be treated as any other personal item (such as coats, purses, books, gym bags, shoes, etc.). The school will initiate protocols that promote safety and security (e.g., lock cabinets, lock doors to classrooms and desk drawers where items may be secured).

Student Agreement

The use of personal technology to provide educational material is not a necessity but a privilege. A student does not have the right to use his or her laptop, cell phone or other electronic device while at school without express permission from the teacher. When abused, privileges will be taken away. When respected, privileges will benefit the learning environment.

Students and parents/guardians participating in BYLD must adhere to all Board policies and the District Internet Acceptable Use Policy.

The District is excited about learning opportunities available through BYLD. It is our intention that students and teachers will collaborate in rich, engaging learning experiences using technology. In order to be a responsible electronic citizen in the District, students are expected to follow these guidelines.

- Students may use these devices in the classroom when the teacher determines it is appropriate for educational purposes. Students must learn when to use and not to use technology, including headphones. If they are not sure, students must ask for clarification.
- All devices must remain silent or be put away unless being used within a lesson during class time. Personal technology cannot be used during campus, district or state testing.
- Devices must have the ability to enhance the educational process and must be able to access the Internet.
- Students are responsible for making sure devices are fully charged prior to use in class.
- Technical support for personal devices will not be provided by teacher, staff or District Technology Staff.
- Personal devices will not be allowed to connect to the District network; they will only access the BYLD network.
- Students must comply with acceptable use terms for accessing the Internet while on school campus.
- Students are responsible for the security of their personal devices.
- The device may not be used to cheat on assignments or tests or for non-instructional purposes during instructional time.
- Personal technology with photographic or video capabilities may only be used with explicit permission from the classroom teacher or Principal.
- The device may not be used to record, transmit or post photographic images or video of a person, or persons on campus during school activities and/or hours unless assigned by the teacher as allowed by the District Internet Acceptable Use Policy.
- The device may only be used to access files or Internet sites which are relevant to the classroom curriculum.
- Non-instructional games are not permitted.
- Students must comply with teachers' request to turn off the device.

- Students are responsible for ensuring that any computers or computing devices, diskettes, CDs, memory sticks, USB flash drives, or other forms of storage media that they bring in from outside the school are virus free and do not contain any unauthorized or inappropriate files.
- Students are NOT permitted to use their own computing devices to access the Internet via personal Wi-Fi accounts, "hot spots" or by any manner other than connecting through the wireless connection provided by the school system.
- Students may not use devices during non-instructional times, such as passing periods, lunch and before/after school without express permission from the school's administration.
- All devices should be clearly labeled with student's full name. Password protection is recommended. Parents and students should discuss insurance, data plans and fees, as these are not the responsibility of District faculty.
- Students are responsible for personal property brought to school and should keep personal items with themselves or in a locked space. Lost and found devices must be immediately reported and/or turned over to a teacher or administrator.
- Students take full responsibility for personal digital devices at all times. The school is not responsible for the security of the device.

INAPPROPRIATE USE

Inappropriate use will generally fall into two categories; procedural and malicious. Procedural issues will be routinely handled within the classroom and common areas of the school without formal intervention. Examples of procedural issues would include having a device out at the wrong time or forgetting to set a phone to silent. More serious and malicious use will be reported to the office. Examples of these types of issues would include:

- Using the personal technology for illegal purposes including, but not limited to, cyber bullying, gambling, pornography and computer hacking.
- Using photographic or video features in any restroom or locker room.
- Purposefully opening, viewing, using or deleting files on another person's personal technology without permission.
- Electronically posting personal information about one's self or others (i.e., addresses, phone numbers and pictures).
- Downloading or plagiarizing copyrighted information without permission from the copyright holder.
- Intentionally introducing a virus or other malicious programs onto another person's personal technology device.
- Electronically posting messages or accessing materials that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation or illegal.

SPECIAL NOTE: CYBERBULLYING

Cyberbullying is defined as the use of any Internet-connected device for the purpose of bullying, harassing or intimidating another student. This includes, but may not be limited to:

- Sending abusive text messages to cell phones, computers or Internet-connected game consoles.
- Posting abusive comments on someone's blog or social networking site (e.g., Facebook, Twitter, Snapchat, Instagram).
- Creating a social networking site or Web page that masquerades as the victim's personal site and using it to embarrass him or her.
- Making it appear that the victim is posting malicious comments about friends to isolate him or her from friends.
- Posting the victim's personally identifiable information on a site to put them at greater risk of contact by predators.
- Sending abusive comments while playing interactive games.
- Taking videos or photos of anyone while on campus or at a school function—often using a cell phone camera—and posting them online, sometimes manipulating them to embarrass the target.

Appendix M: Student Data Privacy Accessibility and Transparency Act Complaint Form

STUDENT DATA PRIVACY ACCESSIBILITY AND TRANSPARENCY ACT COMPLAINT FORM

Name (Complainant): _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Local Education Authority Complaint is being filed against:

_____

Date on which violation occurred: (mm/dd/yyyy) _____

Statement of alleged violation: (attached additional sheets if necessary)

_____

_____

_____

List the names and telephone numbers of individuals who can provide additional information.

_____

_____

Has a complaint been filed with any other government agency concerning this matter? No ☐ Yes ☐

If yes, provide the name of the agency:

_____

_____ _____

Signature of Complainant Date

Appendix N: Clearing the Air on Vaping's Dangers

No matter what you call it - vaping, Juul-ing, e-cigarettes – or how harmless the devices may seem, let's clear the air: these are dangerous devices not permitted in schools.

The District takes vaping as seriously as any other tobacco product or marijuana, and the repercussions to a student's health and school record are not worth risking. A 2018 national study released reported 1 in 5 high school students have tried vaping. The majority of student disciplinary tribunals held by the District so far this school year have been focused on vaping and distribution of vaping devices and oils, with punishments as tough as expulsion.

What is vaping? It's the most common way to refer to using a "smokeless" tobacco device to inhale vaporized nicotine or other drugs from oil. While initially shaped like cigarettes, most vaping devices now look like a pen or flash drive or are designed to mimic other common small items like a pack of gum or a lipstick tube.

What's in the vapor? The vapor comes from an oil, which primarily contains nicotine. Flavorings are added to many oils, which make them even more appealing to younger users. Some oils are made from cannabis and contain the same mind-altering THC as illegal recreational marijuana.

What's the danger? There are two dangers to consider: the danger to your child's health, and the danger to his or her success at school.

Research shows vaping is harmful. Nicotine is a drug: it causes harm to users' hearts and respiratory systems and additional negative impacts to still-developing children and teenagers -- including damage to cognitive development. Nicotine is a highly addictive substance and vaping as a teen can set your child up for a lifelong battle with addiction.

Long-term effects of vaping are unknown, which should be cause enough for alarm. If that's not enough, consider the immediate risks of vaping oils when the contents are unknown, possibly contaminated, and possibly dangerous… a child or teen can overdose on THC and other drug-laced oils and end up hospitalized or worse.

The danger to your child's success in school is clear, as the District has zero tolerance for vaping. Students found possessing, using or distributing vape oil will face disciplinary action. We encourage students and parents to report vaping and the distribution of vaping devices and oils to our Vector Solutions Alert, which can be used anonymously, with tips made by text, email, phone call, online message or mobile app.

What should you do? Talk to your children about the dangers of vaping. Keep up with what they're doing in their bedroom and bathroom when the door is closed, what's in their backpack, and who they're hanging out with. Clear the air – you'll be glad you did.

Visit the Centers for Disease Control & Prevention (CDC) & American Lung Association to learn more from experts.