Agenda Request Form

Cherokee County School District

Meeting Date	Agenda Item Number
May 18, 2017	I-2

Title

2017-18 Student Discipline Code

Requested Action

School Board Consideration of Superintendent's Recommendation for Approval of 2017-18 Student Discipline Code

Summary Explanation and Background

To keep students, parents and the community apprised of appropriate and necessary changes in the Student Discipline Code, the code (in handbook form) 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 Student Discipline Code 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 Discipline Code Handbook Committee (comprised of central office and school-based administrators, teachers, and parents), technical/clarification modifications were made to reflect organizational changes and to ensure continued compliance with current statutory provisions.

Major System Priority

Improving Safety and Security

Financial Impact

N/A

Exhibits: (List)

(1) Summary of Proposed Changes to Student Discipline Code; (2) 2017-18 Student Discipline Code

Board Action
(For Official School Board Records Only)

Source of Additional Information	
Dr. Brian V. Hightower, Superintendent	770.479.1871
Trey Olson, Deputy Superintendent	770.479.1871
Debra Murdock, Director of School Operations	770.479.1871

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Approved in Open Board Meeting on: _____
(Date)

By: _____
(School Board Chairman)

Initialized: 3/3/99
Revised: 2/1/16

CHEROKEE COUNTY SCHOOL DISTRICT
Summary of Proposed Changes to Student Discipline Code
(SY2017-18)

	Descriptor	Page(s)
1	Formatting changes including updating the font to Lato Light and Lato Heavy, spacing, capitalizing the "P" in Principal, and updating the District Website to www.cherokeek12.net.	All
2	Table of Contents	Pending
3	*School Board Members:* Updated listing to reflect new Chair, new Vice Chair	1
4	*Code 04C Fighting With Another Student*: struck language from description *Code 04C.1 & 04C.2*: added language *Code 04C.3*: struck language	16,17
5	*Code 08B Sexual Harassment*: Updated language	32
6	*Code 11C Inappropriate or Unauthorized Use of Electronic Device:* Updated language for upskirting	36
7	*Appendix A: CCSD Student Dress Code* Under Section Not Approved for School Wear, modified language from - Pajamas, bedroom shoes, or other sleep wear; to Pajamas, bedroom shoes, or other sleep wear, *unless approved for special occasions*;	42
8	*Appendix F: School Board Policy Regarding Harassment*: Updated Policy – May 18, 2017 Revision	50
9	*Appendix L: Bring Your Learning Device (BYLD) Initiative* Modified approved devices to include *Smart Watches*	60

Cherokee County School District

~~2016-17~~

2017-18

~~CCSD~~

DISCIPLINE CODE

DR. BRIAN V. HIGHTOWER
Superintendent of Schools

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Student Infractions and Discipline Procedures

Note: In accordance with disciplinary procedures of the Cherokee County School District, and as required by Georgia Code (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.

Statement of Purpose

The purpose of the schools within the Cherokee County School District is to provide the best learning opportunity possible. The School District's behavior standards, as outlined in this discipline code, 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 learning environment for themselves and other students. We expect students to:

- Respect each other
- Respect school district employees
- Obey student behavior policies adopted by the Board of Education
- Obey rules established by individual schools

Good order and discipline may be described as the absence of distractions and disturbances, which interfere with the optimum functioning of the student, the classroom, the school, and the safe operation of school buses. It is also the presence of a friendly, yet businesslike, rapport in which students and school personnel work cooperatively toward mutually accepted goals.

We ask your cooperation in sharing this responsibility for maintaining a proper learning environment.

CHEROKEE COUNTY BOARD OF EDUCATION

Kyla Cromer, School Board Chair
~~Patsy Jordan~~ Mike Chapman, School Board Vice-Chair
John Harmon
Patsy Jordan
Clark Menard
Kelly Poole
Robert Rechsteiner

Dr. Brian V. Hightower
Superintendent of Schools

Introduction to Student Discipline Procedures

Section I: Progressive Discipline

Progressive discipline processes will be utilized by schools and the School District in order 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; and that all due process procedures required by federal and state law will be followed.

Section II: Investigation and Notification Procedures

A teacher must document a student's violation of the student code of conduct within one school day of the incident. The report will be filed with the Principal (or designee), and shall describe the student's behavior.

Following an appropriate investigation of the alleged infraction, the Principal (or designee) will make a determination regarding a disposition.

Within one school day after determining a disposition, the Principal (or designee) will send to the student's parents or guardians a copy of the report and information relative to the student support services being utilized or the disciplinary action taken upon completion of the investigation. The Principal (or designee) will make a reasonable attempt to confirm receipt of such written notification by the student's parents or guardians. Written notification will include information regarding how the student's parents or guardians may contact the Principal (or designee).

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. Within that statement, however, students and parents/guardians must realize that the due process rights of students during administrative investigations are defined relative to proposed dispositions to be imposed by the school's administration. Namely, if a Principal (or designee) is planning to impose a punishment amounting to less than a ten-day suspension, he/she has three responsibilities to the student (Goss v. Lopez, 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 ten-day suspension, he/she must also afford the student a due process discipline hearing before a panel or hearing officer.

Section IV: Student Searches

To maintain order and discipline on school property or property being used by the school/School District, and to protect the safety and welfare of students and school personnel, school authorities may conduct searches of both school and personal property as provided for in Board Policy JCAB. Additionally, school authorities may seize any illegal, unauthorized or contraband materials discovered in said searches.

Description of Search Types:

- School Property Searches (i.e., lockers, desks, etc.): These searches may be conducted based on a pre-determined random basis or pursuant to "reasonable suspicion."

- Personal Property Searches (i.e., automobiles, purses, book bags, etc.): These searches may be conducted pursuant to "reasonable suspicion" unless prior approval has been granted to the school or School District (thus eliminating the expectation of "reasonable suspicion"); when there is no reasonable expectation of privacy; or, in crisis- or medically-related emergencies.

The School District may conduct a search of property (only) located on School District property using police canines. Such searches shall be accomplished so as to protect students, faculty and others from immediate contact with the canine(s) in an effort to promote the safety of all students.

Section V: Illegal Acts

Parents and students should be aware that in some instances, an offense may constitute a violation of Georgia Law. As a result of any resulting violation of law, any court having jurisdiction may impose additional sanctions.

Section VI: Reporting of Threatening Behavior or Illegal/Suspicious Items at School

Any threat (expressed or implied) by any individual which if carried out would pose a potential danger to the life and safety of students and/or staff members or the destruction of property should be regarded and treated seriously. Any student who receives or has knowledge of information concerning such a threat should immediately report that information to a school administrator or staff member.

Students should notify an administrator or staff member when illegal or suspicious items, dangerous items or other items banned from school are found in the school building, on the school campus, or on the school bus. Students are advised not to pick up or handle illegal, dangerous, banned or unidentified items, or items not belonging to them.

Section VII: Suspension/Expulsion of Students with IDEA Services

(A) GUIDELINES FOR SUSPENSION/EXPULSION OF STUDENTS RECEIVING SPECIAL EDUCATION SERVICES

Students receiving special education services under the Individuals with Disabilities Education Act (IDEA) can be suspended out-of-school (OSS) for a total of 10 consecutive or cumulative school days in a school year without a consideration of whether the behavior is related or not to the student's disability. If school administration is imposing an OSS for a special education student that exceeds 10 cumulative school days in a school year or is recommending a long-term suspension or expulsion, the School District will convene a Manifestation Determination Review (MDR) to determine if the student's behavior is related to the student's disability. If the behavior is determined to be a manifestation of the student's disability, the student may not be suspended out-of-school. If the behavior is found not to be related to the student's disability, the School District may impose the recommended discipline; however, the special education student will continue to receive educational services. The student's Individual Education Program (IEP) committee will determine the location of the education services.

In cases in which a student is being considered for a suspension/expulsion, and there is no record indicating the student has a disability, but the parent(s) claim the school/School District has knowledge that the student does have a disability, the school administration should notify the Director of Special Education before proceeding with the discipline process.

(B) TRIBUNAL GUIDELINES FOR STUDENT RECEIVING SPECIAL EDUCATION SERVICES

Students receiving special education 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 for longer than 10 consecutive school days.

(C) TRIBUNAL GUIDELINES FOR STUDENTS HOLDING A "SECTION 504 PLAN"

A tribunal for a student holding a "Section 504 Plan" will only be held if (a) a committee reviews the student's plan and determines that behavior exhibited by the student resulting in the discipline infraction is determined to not be a result of the student's disability; or (b) the student maintains his/her innocence. In these two cases, the discipline should proceed in the same manner as prescribed for a student receiving special education services, except the role of the IEP committee will be replaced with the student's Student Support Team (SST).

Note: Parents should be aware that state and/or federal law may require modified disciplinary actions for special education students.

Section VIII: Reporting Infractions to the District Attorney

For student infractions identified as being reportable to the District Attorney (DA), failure on the part of teachers, administrators, school personnel or the superintendent to report these offenses constitutes a misdemeanor pursuant to O.C.G.A. 20-2-1184 (d). For the purposes of this Discipline Code, these offenses are listed as 01B.1, 01B.2, 01B.3, 01C.3*, 03B.3*, 04C.3* and 08C*.

*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.

Section IX: 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, School 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 X: Disciplining Off-Campus Student Behavior

The authority of administrators to suspend or otherwise discipline a student is not limited to the student's on-campus conduct. Students may be suspended out-of-school or otherwise disciplined 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.

In conjunction with recent statutory requirements contained within GA Code § 20-2-751.4, local schools will address off-campus incidents of cyber-bullying when reported to school officials. Guidelines for addressing these behaviors are located on pages 18-20 of this handbook.

Section XI: Definitions of Disciplinary/Educational Terms

AIM PROGRAM (Gifted Education Services for Elementary School Students): Elementary school students meeting the gifted education eligibility criteria are served through the Resource Class Model, known as AIM Classes, approximately 2 to 5 segments per week. The content and pacing is differentiated to the degree that the activities are clearly not appropriate for more typical students at that grade level. The curriculum is built upon an academic content foundation, centered on interdisciplinary enrichment activities.

ALTERNATIVE SCHOOL: (Grades 6-12) May be alternative to external suspension or expulsion. Students in alternative school are not allowed to participate in school-sponsored activities. Under certain circumstances, bus transportation to alternative school may be denied at the discretion of school authorities. Student must be suspended for at least nine days to attend alternative school.

COUNSELING: Discussion of behavior with the students and/or parents.

ACE ACADEMY: (Grades 6-12) An alternative program for students who meet certain criteria regarding their school behavior, including poor attendance or academic deficiencies. Students and parents/guardians must attend an orientation prior to enrollment in the program. Tribunal referrals will be given priority. The program is ZERO TOLERANCE based, meaning any violation of the student disciplinary code could result in expulsion.

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

EVERY STUDENT SUCCEEDS ACT (ESSA): ESSA is a United States Act of Congress concerning the education of children in public schools signed into law in 2015. ESSA supports standards-based education reform, which is based on the belief that setting high standards prepares students for success in college and careers and can improve individual outcomes in education. The Act maintains the importance of statewide assessments that document progress and performance of students and schools.

HEARING OFFICER/PANEL: A person or persons that, by law and through an appointment of the Superintendent, may hear predetermined student discipline proceedings. This person or persons would be authorized to rule on discipline cases when there is a recommendation for suspension/expulsion for more than nine school days.

INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA): IDEA is a United States federal law that governs how states and public agencies provide early intervention, special education, and related services to children with disabilities. It addresses the educational needs of children with disabilities from birth to age 18 or 21 in cases that involve 13 specified categories of disability.

INDIVIDUALIZED EDUCATION PROGRAM (IEP): IEP is a written statement for each child with a disability that is developed, reviewed and revised in a meeting in accordance with State Board rule 160-4-7-.06.

POSSESSION: For purposes of this Policy and Code, possession shall be defined as the actual control or manual custody of anything which may be the subject of property for one's use, either as the owner or as the proprietor of a qualified right in it and either held personally or by another, who exercises it in one's place and name. This definition shall embrace the concept of actual possession as well as constructive possession and shall extend to items of contraband held personally by a student or maintained by a student in a space or spaces in which the student exercises control including but not limited to purses, book bags, lockers and vehicles.

PRINCIPAL'S DISCRETION: When a disposition notes that schools may have "Principal's discretion" in dealing with an infraction, that distinction should also be interpreted as a "Principal's/assistant Principal's discretion."

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

SATURDAY SCHOOL: An optional discipline strategy that may be assigned by building level administrators to address certain school discipline infractions.

STUDENT SUPPORT TEAM (SST): The Student Support Team (SST) is a multi-disciplinary team which utilizes a problem-solving process to investigate the educational needs of students who are experiencing academic and/or social/behavioral difficulties. SST, which is required in every Georgia public school, uses a data-driven process to plan individualized supports and interventions and the method of assessing their effectiveness.

SUSPENSIONS: The removal of a student from class, school, or school-sponsored events for a specified period of time. Suspensions may also include the removal of privileges such as bus transportation, student parking, or other opportunities as provided to them by the school or School District. Student suspensions are generally applied as either short-term or long-term suspensions based on the severity of the violation(s). SHORT-TERM SUSPENSIONS are suspensions for less than ten school days. LONG-TERM SUSPENSIONS are for greater than ten school days and require a due-process hearing (tribunal) before being implemented.

1. **IN-SCHOOL SUSPENSION**: Temporary removal from classes by placing students in designated area. Students will continue to do classroom work and receive credit.
2. **EXTERNAL (or OUT-OF-SCHOOL) SUSPENSION**: Denial to a student of the right to attend school or Alternative School. Absences will be registered as excused absences. Students who have been externally suspended are not permitted on any Cherokee County 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 transportation shuttle 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.
3. **SUSPENSION OF BUS PRIVILEGES**: Denial of the privilege of school district bus transportation as the result of the safety of students, bus drivers and/or materials being threatened. Discipline will be administered according to procedures in this handbook.
4. **SUSPENSION OF PARKING PRIVILEGES**: Parking is a privilege bestowed by permit which may be suspended or revoked at the Principal's discretion. Suspended and expelled students are denied parking privileges for the term of their suspension or expulsion.

EXPULSIONS: Removal of student from the school district permanently, or for an extended period of time beyond the current semester. Expulsion of a student requires a due-process hearing (tribunal) as explained below. Expulsion by a tribunal from a CCSD school may be accompanied with an opportunity to attend ACE Academy. A student expelled from a CCSD school and allowed to enroll in ACE Academy is not eligible to participate in extra-curricular or co-curricular programs or activities at the school from which they are expelled.

TEENAGE AND ADULT DRIVING RESPONSIBILITY ACT (TAADRA): Section a.1 Georgia Code Section 40-5-22, Georgia's Teen-age and Adult Driver Responsibility Act (TAADRA) of 1997, and recently modified by the Georgia General Assembly (2015), requires that local school systems 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.

TRIBUNAL: A due process hearing afforded to students where there is a recommendation for suspension/expulsion for longer than nine school days. A tribunal panel has the authority to suspend students out of school long-term or place them in Alternative School or ACE Academy. All tribunals must be held no later than ten 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 agrees to maintain student's current status until tribunal has been completed; (3) both school and parent accept this extension/continuance. Any teacher who is called as a witness by the school system shall be given notice no later than three days prior to the hearing.

TRIBUNAL DEFERRAL: In dealing with ESSA-reportable discipline infractions in which a tribunal is mandated by the conduct code, but the infraction does not rise to the level of seriousness that would warrant a tribunal hearing, it is permissible for the School Principal, in working with the student and parent(s)/guardian(s), to substitute a "Tribunal Deferral" in place of the prescribed tribunal. 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 nine days. Tribunal deferrals can only be initiated by the Principal!

WORKBACK PROGRAM: An individualized program designed by the school at the request of the parent, which would earn through the Workback, a lesser external suspension. Workback may be accomplished through reasonable general (campus level), civic (community level) or academic assignments. Workback assignments may be applied to external suspensions of five or more days imposed by the school, but not (a) when/if infractions of the discipline code do not allow the school such discretion or (b) the school is seeking long-term suspension or expulsion through a disciplinary tribunal. It is important to remember that the parent and student must request the Workback Program, but final approval rests with the school. Additionally, current School Board Policy does not mandate that a school participate in the Workback Program.

Section XII: Review of Local Board Policies Relative to Student Discipline

Current School Board Policies regarding Student Discipline (JD), Student Suspensions (JDD), and Student Hearing Procedures (JCEB) are available for review on the School District's website at ~~www.cherokee.k12.ga.us~~. www.cherokeek12.net.

Section XIII: STATE CODING OF DISCIPLINE 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 CCSD Discipline Code 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 = Severe level

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

Section XIV: Amending the Discipline Code

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

Student Infractions and Dispositions

WEAPONS INFRACTIONS
SECTIONS (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. FOR PURPOSES OF THIS SECTION, SUCH DEVICES SHALL BE REFERRED TO AS "EXPLOSIVE DEVICES" AND SHALL 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, 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 1-9 school days;
- Tribunal may be scheduled, with recommendation for long-term assignment to alternative school 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.

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 1-9 school days;
- Tribunal will be scheduled, with recommendation for long-term assignment to alternative school 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.

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 1-9 school days;
- Tribunal will be scheduled, with recommendation for long-term assignment to alternative school 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.

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 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 as any weapon commonly known as a rocket launcher, bazooka, recoilless rifle, mortar, or hand grenade.

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 9 school days;
- Tribunal will be scheduled, with recommendation for long-term assignment to alternative school or expulsion. Within ASPEN, it must be noted if the firearm is a rifle (this is reported separately to the State).
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, District Attorney, Federal Report, 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 9 school days;
- Tribunal will be scheduled, with recommendation for expulsion for a minimum of one year. Within ASPEN, it must be noted if the firearm is a rifle (this is reported separately to the State).
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, District Attorney, Federal Report, 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 9 school days,
- Tribunal will be scheduled, with recommendation expulsion for a minimum of one year.
- Within ASPEN, it must be noted if the firearm is a rifle (this is reported separately to the State).
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

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

01C **POSSESSION OF OTHER WEAPONS** (as defined by O.C.G.A. 16-11-127.1, excluding firearms, pistol, revolver, or any weapon designed or intended to propel a missile of any kind).

Weapon means and includes 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, up to suspension from 1-9 days and referral to a discipline tribunal.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 days).
- 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.

REPORTING **CCSD Police, Federal Report, 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 9 days;
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 days).
- 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.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, Federal Report, State Report**

.3 **INTENTIONAL POSSESSION OF OTHER WEAPONS WITH THE INTENT TO DO HARM AND/OR USED IN AN ASSAULT -** 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 9 days.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 days).
- 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.

- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.
- 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 shall be notified.

REPORTING **CCSD Police, Federal Report, State Report**

01D **POSSESSION OF A HOAX EXPLOSIVE DEVICE, FIREARM, WEAPON OR DANGEROUS WEAPON SHALL 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. §16-11-121, §16-11-127.1 and §16-11-131)

.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 1-9 days and referral to a discipline tribunal.
- A Tribunal may be scheduled with a recommendation for long-term assignment to alternative school 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.

REPORTING **CCSD Police, Federal Report, 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 9 days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school 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.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, Federal Report, State Report**

.3 **INTENTIONAL POSSESSION OF A HOAX WEAPON WITH INTENT TO DO HARM** - 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 9 days.
- Because of serious nature of infraction, a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school 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.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, Federal Report, State Report**

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

REPORTING **None**

PUBLIC ALARM INFRACTIONS SECTION (02A)

02A FALSE ALARM

.1 **FALSE FIRE ALARM** -The transmittal, through any verbal/non-verbal manner or action, to any fire department or other source of a false report of fire, knowing at the time that there is no reason to believe that a fire exists. This offense shall specifically include the activation of a FIRE ALARM without cause.

Disposition:

- Immediate suspension for 1-9 school days.
- Because of serious nature of infraction, a Tribunal may be scheduled with a recommendation for long-term assignment to alternative school or expulsion.
- Restitution to be determined by school 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 will be suspended from bus transportation.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, Federal Report**

.2 **FALSE PUBLIC ALARM** - The false transmittal, through any verbal/non-verbal manner or action, to any source to the effect that a destructive device or 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.

Disposition:

- Immediate suspension for 1-9 school days.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed.
- Restitution to be determined by school 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 will be suspended from bus transportation.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, Federal Report**

.3 **PUBLIC ALARM DUE TO FIRE/EXPLOSION/ARSON** - Alarm caused by means of fire, gun and/or explosion.

Disposition:

- Immediate suspension for 1-9 school days.
- Tribunal will be scheduled, with recommendation for expulsion of at least 1 year.
- Restitution to be determined by school 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 will be suspended from bus transportation.

REPORTING **CCSD Police, Federal Report, State Report**

ACTIONS AGAINST EMPLOYEES SECTION (03A; 03B)

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

- School Employee. Teachers, school bus drivers, school officials, volunteers and any other employee of the Cherokee County School District.
- Non-verbal Disrespect. The use of insulting gestures/actions.
- Verbal Disrespect. Insulting speech directed to a school employee which tends to disrupt the learning environment. Such speech 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.
- Threats. Direct communication to commit a crime of violence or a threat to burn or damage property with the purpose of terrorizing a school district employee, whether written, verbal, or by means of electronic device.

03A NON-PHYSICAL ACTIONS AGAINST EMPLOYEES

.1 **DISRESPECT DIRECTED AT A SCHOOL EMPLOYEE** - Any action which constitutes verbal disrespect to a school employee and/or any verbal or non-verbal action directed at a School Employee which a reasonable adult would interpret as disrespectful;

Disposition:

- Immediate suspension for 1-9 school days.
- Tribunal may be scheduled, with recommendation for long-term assignment to alternative school or expulsion.
- 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.

REPORTING **None**

.2 **ASSAULT OF AN EMPLOYEE** - An attempt to commit a violent injury to a School Employee, or any act which places that School Employee in reasonable apprehension of immediately receiving a violent injury.

Disposition:

- Immediate suspension for 9 school days.
- A tribunal will be scheduled. A recommendation of long term suspension or expulsion shall 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 will be suspended from the bus for 1-9 school days.

REPORTING **None**

.3 **TERRORISTIC THREAT TO A SCHOOL EMPLOYEE** - Terroristic threats may include but are not limited to:

- a communicated threat to commit any crime of violence;
- the release of any hazardous substance or any simulated substance under the guise of it being a hazardous substance;
- to burn or damage property with the purpose of terrorizing another;
- shooting at or throwing an object at a vehicle or other conveyance which is loaded with passengers and being operated;
- causing the evacuation of a building, place of assembly, or facility to cause a serious public inconvenience in reckless disregard of the risk of causing such terror or inconvenience.

Disposition:

- Immediate suspension for 1-9 school days.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 days).
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student will be suspended from the bus for 1-9 school days.

REPORTING **State Report, Federal Report**

03B PHYSICAL ACTIONS AGAINST EMPLOYEES

BATTERY OF A SCHOOL EMPLOYEE

For purpose of this offense, Battery of a School Employee shall be defined generally as the intentional unwanted physical contact by a student with a school employee.

The following definition shall apply with respect to this offense.

- Physical Violence. (a) Intentionally making physical contact of an insulting or provoking nature with the person of another; (b) Intentionally making physical contact, which causes physical harm to another unless such contact was in defense of himself or herself as provided by O.C.G.A. 16-3-21.

- School Employee. Teachers, school bus drivers, school officials, volunteers and any other employee of the Cherokee County School District.

.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 circumstances. Circumstances will determine which one or more of the following alternatives will be used: Counseling/Peer mediation, In-school suspension, External suspension or alternative school of 1 to 9 school days. Recommendations for a tribunal to determine long-term assignment to alternative school 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 will be suspended from bus transportation.

REPORTING **CCSD Police, State Report**

.2 PHYSICAL VIOLENCE DIRECTED AT A SCHOOL EMPLOYEE WITH NO PHYSICAL INJURY

Disposition:

- Immediate suspension for 9 school days.
- A tribunal will be scheduled. A recommendation for a permanent expulsion will be made to the disciplinary tribunal for long term suspension or expulsion for Cherokee County Schools.

REPORTING **CCSD Police, State Report**

.3 PHYSICAL VIOLENCE DIRECTED AT A SCHOOL EMPLOYEE RESULTING IN VISIBLE INJURIES

Disposition:

- Immediate suspension for 9 school days.
- A tribunal will be scheduled. A recommendation for a permanent expulsion will be made to the disciplinary tribunal. The disciplinary tribunal will conduct a due process hearing, and if the student is found to have committed this infraction, then the disciplinary panel will recommend the following:

Possible Dispositions for ALL Students:

- Permanent expulsion.
- Permanent expulsion, with an opportunity to attend an alternate educational site for the period of the expulsion.

Additional Possible Dispositions for Students K-8:

- Expulsion, with the opportunity to attend an alternate educational site until completing grade 8, followed by an opportunity to re-enroll in the regular public schools for grades 9-12.
- Expulsion, with no opportunity to attend an alternative educational site, followed by the opportunity to re-enroll in the regular public schools for grades 9-12.

Additional Possible Dispositions for Students K-6:

- Allow the student to re-enroll in the public-school system if no alternative educational site is available.

- The student will be afforded an automatic review by the School Board. The School Board shall review such cases, and while accounting for the disciplinary panel's recommendation, make a determination relative to the student. This disposition shall be in accordance with the provisions of GA Code § 20-2-751.6, which are contained in the aforementioned menu of possible dispositions to also be considered by the disciplinary panel.
- If the offense occurs on a bus or at a bus stop, in addition to the school disposition, the student will 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 shall be notified.

REPORTING **CCSD Police, State Report**

ACTIONS AGAINST STUDENTS INFRACTION SECTIONS (04A; 04B; 04C; 04D; 04E; 04F; 04G)

04A **HORSEPLAY OR OTHER ACTIONS THAT ENDANGERS STUDENT(S)** - Any disturbance or act that endangers the well-being of any student including, but not limited to, behaving in a 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 alternative school 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 circumstances. Circumstances will determine which one or more of the following alternatives will be used: Counseling/Peer mediation, In-school suspension, External suspension or alternative school of 1 to 9 school days. Recommendations for long-term assignment to alternative school 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 will be suspended from bus transportation.

REPORTING **None**

04C **FIGHTING WITH ANOTHER STUDENT**

~~.1 Mutual combat between two or more students which does not include striking with a closed fist; or~~

~~.2 Mutual combat between two or more students which does include striking with a closed fist; or~~

~~.3 The striking of another with a closed fist or object without warning which results in a visible physical injury.~~

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

Disposition:

- Punishment at the discretion of the Principal depending on circumstances. Circumstances will determine which one or more of the following alternatives will be used: Counseling/Peer mediation, In-school suspension, External suspension or alternative school of 1 to 9 school days, Recommendations for long-term assignment to alternative school 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 will be suspended from bus transportation. The Principal or designee shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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 **State Report**

.2 **MUTUAL FIGHTING WITH ANOTHER STUDENT RESULTING IN VISIBLE INJURIES**

Disposition:

- Immediate suspension of 1 to 9 school days, Recommendations for long-term assignment to alternative school or expulsion at the discretion of the Principal for repeated violation or if the safety of others is seriously affected.
- 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 will be suspended from bus transportation. The Principal or designee shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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* CCSD Police, State Report**

.3 **THE STRIKING OF ANOTHER STUDENT ~~WITH A CLOSED FIST OR OBJECT~~ WITHOUT WARNING RESULTING IN VISIBLE PHYSICAL INJURY**

Disposition:

- Immediate suspension of 1 to 9 school days. A recommendation for a long-term 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 will be suspended from bus transportation. The Principal or designee shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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.
- 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 shall be notified.

***REPORTING* CCSD Police, 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:

- 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 School 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 himself or herself. Most bullying occurs without any apparent provocation on the part of the student who is exposed."

.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:

- Three school days of suspension or other 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 will be suspended from bus transportation. The Principal or designee shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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 **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:

- Five school days of suspension or other 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 will be suspended from bus transportation. The Principal or designee shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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 **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:

- 9 days of assignment to alternative school. A recommendation for long-term assignment to alternative school or expulsion at the discretion of the Principal.
- Additional Offenses: A recommendation for long-term assignment to alternative school 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 shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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 **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, 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.

Additional 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 School 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 School 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.

.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:

- Three school days of suspension or other 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 will be suspended from bus transportation. The Principal or designee shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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 **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:

- Five school days of suspension or other 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 will be suspended from bus transportation. The Principal or designee shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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.
The student may no longer be able to utilize the School 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:

- 9 days of assignment to alternative school. A recommendation for long-term assignment to alternative school or expulsion at the discretion of the Principal.
- Additional Offenses: A recommendation for long-term assignment to alternative school 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 shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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.
The student may no longer be able to utilize the School District's electronic devices or internet.
REPORTING **State Report**

04F RACIAL HARASSMENT AGAINST ANOTHER STUDENT

No employee or student shall harass any person through racially disparaging conduct or communication based upon the person's race or ethnic origin. Racial harassment includes:

- 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 race or ethnic origin.
- 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 race or ethnic origin.
- Wearing or possessing items depicting or implying any type of intimidating, derogatory, demeaning or prejudicial message towards another group or individual based upon their race or ethnic origin.
- Students must report in writing any alleged racial harassment to the building Principal (Students may refer/utilize the "Harassment/Discrimination Complaint Form", Appendix G).
- Students/Parents/Employees may refer to the School Board's Policy regarding Harassment (see Appendix F).

Disposition:

- Punishment shall be at the discretion of the Principal, depending upon the circumstances. Circumstances will determine which one or more of the following alternatives will be utilized: counseling, parent conference, in-school suspension, external suspension of one to nine school days, recommendation for long-term assignment to alternative school or expulsion at the discretion of the Principal for repeated violations, if the safety of others is seriously affected or if in the Principal's discretion the violation is of an extreme or serious nature.

- In all cases the parents/ guardian of all students involved shall be notified of the complaint, investigation and remedial actions taken with appropriate documentation of such contact. Students, parents, or guardians dissatisfied by the Principal's determination may appeal such determination pursuant to the District's Racial Harassment Discrimination Policy.
- Upon completion of the investigation, the Principal or designee shall forward a copy of the complaint, investigative notes, and disposition to the Title VI Coordinator.
- 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**

04G TERRORISTIC THREATS AGAINST ANOTHER STUDENT

Terroristic threats may include but are not limited to:

- a communicated threat to commit any crime of violence;
- the release of any hazardous substance or any simulated substance under the guise of it being a hazardous substance;
- to burn or damage property with the purpose of terrorizing another;
- shooting at or throwing an object at a vehicle or other conveyance which is loaded with passengers and being operated;
- causing the evacuation of a building, place of assembly, or facility to cause a serious public inconvenience in reckless disregard of the risk of causing such terror or inconvenience.

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

Disposition:

- Immediate suspension for 1-9 school days.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 days).
- 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.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, State Report, Federal Report**

.2 TERRORISTIC THREAT AGAINST OTHER STUDENTS; SCHOOL-WIDE THREAT OR INTIMIDATION

Disposition:

- Immediate suspension for 1-9 school days.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 days).
- 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.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, State Report, Federal Report**

ALCOHOL/DRUG/TOBACCO INFRACTIONS SECTIONS (05A; 05B; 05C; 05D; 05E)

Notes:

- Any use of alcohol and illicit drugs is illegal and harmful.
- Medications at school must be handled in compliance with school guidelines. Non-prescription and prescription medications must be delivered to, and distributed by, the school office. STUDENTS MAY NOT POSSESS MEDICATION ON THEIR PERSON. Forms acknowledging possession of asthma inhalers, EpiPen's, insulin, etc. are available from your school.

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

Possession of drug or smoking paraphernalia (i.e., lighter/matches, pipe, rolling paper, electronic cigarettes, electronic cigarette cartridges, vaporizers, ordinary items that have clearly 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 alternative school 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 OR TRANSFER OF TOBACCO

Possession, use and/or transfer of tobacco or tobacco-related products. Smoking or other use of tobacco will not be permitted on school property, on school buses, or while attending a school function.

.1 **UNINTENTIONAL POSSESSION OF TOBACCO PRODUCTS** - Unknowingly possessing tobacco or tobacco products 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 alternative school 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 USE OR POSSESSION OF TOBACCO PRODUCTS** - Knowingly possessing tobacco or tobacco-related products on school grounds, bus, bus stop, school function or event.

Disposition:

- First offense: 3 days of suspension or other appropriate punishment at the discretion of the Principal.
- Second Offense: 5 school days of suspension or other 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 **State Report**

.3 **SALE, AND/OR DISTRIBUTION OF TOBACCO PRODUCTS** - The sale or distribution of tobacco or tobacco-related products or the attempt to sell or distribute tobacco or tobacco-related products.

Disposition:

- 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 alternative school 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/USE/INFLUENCE/DISTRIBUTION OF ALCOHOL** - Possession or attempt to possess, conspiring with one or more persons to possess or use, use or under influence of alcohol or the distribution of alcohol on school property, in school buses, at a bus stop or while attending school function.

.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 alternative school and/or expulsion.
- 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.

REPORTING **State Report**

.2 **INTENTIONAL POSSESSION OF ALCOHOL OR UNDER THE INFLUENCE OF ALCOHOL** - Under the influence of alcohol; the intentional possession of alcohol on school property, on a school bus, at a school bus stop, or any school function or event, or the possession of any substance purported to be 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 alternative school and/or expulsion.
- 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.

REPORTING **CCSD Police, State Report**

.3 **SALE, PURCHASE, OR TRANSFER OF ALCOHOL** - The sale or purchase of, transfer of, conspiring with one or more persons for the sale or transfer of, or the attempt to sell or transfer alcohol on school property, on school buses, or while attending school functions.

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 alternative school and/or expulsion.
- 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.

REPORTING **CCSD Police, State Report**

05D **POSSESSION/USE/UNDER THE INFLUENCE OF OVER-THE-COUNTER**

.1 **UNINTENTIONAL POSSESSION OF OVER-THE-COUNTER DRUGS AND/ OR FAILURE TO REPORT POSSESSION OF DRUGS -** Unknowingly possessing over-the-counter drugs on school property, school bus, bus stop or 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 alternative school 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 OVER-THE-COUNTER DRUGS -** Knowingly possessing or attempting to possess, conspiracy by one or more persons to possess or use or under the influence

of over-the-counter drugs, look-alike drugs, inhalants, pills, tablets, capsules, any substance purported to be a controlled substance, or any synthetic over-the-counter substance that is misused.

Disposition:

- The Principal may recommend suspension of one to nine school days or may recommend long-term assignment to alternative school 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 **SALE/TRANSFER OF OVER-THE-COUNTER DRUGS -** The sale of, transfer of, conspiring with one or more persons for the sale or transfer or the attempt to sell or transfer over-the counter drugs, look-alike drugs, inhalants, pills, tablets, capsules or anything purported to be a controlled substance or alcohol on school property.

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 alternative school 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**

05E POSSESSION, USE, UNDER THE INFLUENCE OR TRANSFER OF CONTROLLED DRUGS OR DANGEROUS SUBSTANCES

.1 **NON-FELONY POSSESSION/USE/UNDER THE INFLUENCE OF CONTROLLED AND/OR DANGEROUS SUBSTANCES**

- Non-felony possession or use, or attempt to possess or use, conspiracy by one or more persons to possess or use or under the influence of "narcotic drugs, marijuana, or stimulant, depressant or hallucinogenic drugs" on school property, on school buses, at bus stops or while attending school functions.
- Non-felony drug possession/use has been defined by O.C.G.A. §16-13-2(b), and administrators should work with the CCSD School Police Department in the application of this code to student discipline infractions.

Disposition:

- An immediate external suspension for 9 days from school.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 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.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, State Report, Federal Report**

.2 **FELONY POSSESSION/USE/UNDER THE INFLUENCE OF CONTROLLED SUBSTANCES** –

- Felony possession or use, or attempt to possess or use, conspiracy by one or more persons to possess or use or under the influence of "narcotic drugs, marijuana, or stimulant, depressant or hallucinogenic drugs" on school property, on school buses, at bus stops or while attending school functions.

- Felony drug possession/use has been defined by O.C.G.A. §16-13-32.4 and O.C.G.A. §16-13-30, and administrators should work with the CCSD School Police Department in the application of this code to student discipline infractions.

Disposition:

- An immediate external suspension for 9 days from school.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 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.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, State Report, Federal Report**

.3 **POSSESSION/USE/UNDER THE INFLUENCE AND DISTRIBUTION OF CONTROLLED SUBSTANCES** –

- Felony or non-felony possession or use, or attempt to possess or use, conspiracy by one or more persons to possess or use or under the influence of "narcotic drugs, marijuana, or stimulant, depressant or hallucinogenic drugs" on school property, on school buses, at bus stops or while attending school functions, and the sale of, transfer of, conspiring with one or more persons for the sale or transfer of, or the attempt to sell or transfer felony or non-felony drugs on school property, on school buses, or while attending school functions.
- Felony/non-felony drug infractions are defined by O.C.G.A. §16-13-32.4, O.C.G.A. §16-13-30 and O.C.G.A. §16-13-2, and administrators should work with the CCSD School Police Department in the application of these codes to student discipline infractions.

Disposition:

- An immediate external suspension for 9 days from school.
- Because of serious nature of infraction, either (a) a Tribunal will be scheduled with a recommendation for long-term assignment to alternative school or expulsion; OR (b) a Tribunal Deferral will be filed. (Tribunal Deferral may replace a tribunal, but in those cases, suspension or Alternative School must not exceed 9 days).
- 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.
- In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.

REPORTING **CCSD Police, State Report, Federal Report**

EDUCATIONAL DISTURBANCE INFRACTIONS SECTIONS (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 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: (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.
- Recommendation for expulsion/long-term assignment to alternative school 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; or,
- The accumulation of three or more incidents of disruption 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: (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, (e) contact parents to bring a change of clothes, or (f) alternative school or suspension from school for one to nine school days.
- Recommendation for expulsion/long-term assignment to alternative school 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**

.3 **MAJOR DISTURBANCE (DISORDERLY CONDUCT**) - Disturbances that include any act on school property or at a school activity that causes disruption and/or threatens the safety of any other student.

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, (e) alternative school or suspension from school for one to nine school days.
- Recommendation for expulsion/long-term assignment to alternative school 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 **CCSD Police, State Report**

06B VIOLATION OF ANTI-GANG POLICY RESTRICTIONS

- The Cherokee County Board of Education is dedicated to preventing the influence and activities of gangs in Cherokee County schools. It has been determined by the Cherokee County Board of Education 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 Shall: (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, VIOLENCE, 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 1-9 school days and/or recommendation for long- term assignment to Alternative School 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 PROMOTING, HOLDING OUT, REPRESENTING OR SOLICITING STUDENTS FOR GANG INVOLVEMENT OR AS A DIRECT RESULT OF GANG INVOLVEMENT.**

Disposition:

- An immediate suspension for 1-9 school days and/or recommendation for long- term assignment to Alternative School 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**

06C SUBVERSIVE BEHAVIORS - The school 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 Conduct Code 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 school district reserves the right to exclude a student's enrollment/attendance at a school due to the off-campus behavior which could result in the student being criminally charged with a felony, and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process.

Disposition:

- Enrollment/admission status will be at the discretion of the Principal.

REPORTING **None**

06E **FALSE REPORTING AND STATEMENTS** - No student shall knowingly and/or willingly make false reports or statements, whether orally or in writing; falsely accuse other students or school staff of wrong actions. Relative to accusations against employees, this would include false, misleading or erroneous accusations of a staff member's inappropriate behavior toward a student. This infraction also includes falsifying school records; 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 SECTIONS (07A; 07B; 07C; 07D)

07A THEFT

.1 **MINOR THEFT OR VANDALISM; VALUE LESS THAN $25** - Unlawfully taking property, or assisting another person in unlawfully taking or maliciously damaging property, which belongs to another person, the school, or the School District during/after school hours. For the purposes of distinction, this code should be used when the value of this item or items stolen does not exceed $25.00 (with the value of item determined by Principal).

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 alternative school or expulsion.
- Restitution should be requested.
- 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.

REPORTING **None**

.2 **THEFT/LARCENY; VALUE GREATER THAN $25 BUT LESS THAN $100** - For the purposes of distinction, this code should be used when the value of this item or items stolen is more than $25 but less than $100 (with the value of item determined by Principal).

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 alternative school or expulsion.
- School Police will be contacted. Charges may be filed.
- Restitution should be requested.
- 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.

REPORTING **CCSD Police, State Report**

.3 **THEFT/LARCENY; VALUE GREATER THAN $100** - For the purposes of distinction, this code should be used when the value of this item or items stolen is more than $100 (with the value of item determined by Principal).

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 alternative school or expulsion.
- School Police will be contacted. Charges may be filed.
- Restitution should be requested.
- 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.

REPORTING **CCSD Police, State Report**

07B POSSESSION OF STOLEN PROPERTY - Possession of unlawfully-taken property belonging to another person, the school, or the School District during/after school hours.

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 alternative school 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 will be suspended from bus transportation.

REPORTING **CCSD Police**

07C **VANDALISM OF PROPERTY** - Willful, intentional or malicious acts of damage to public or private property during/after school hours, to include, but not limited to damaging property, defacing or writing on property, disordering property, deliberately altering (without permission) property or any unauthorized depositing or littering/dumping on property.

.1 **VANDALISM OF PROPERTY; DEFACEMENT OF PROPERTY WITH LOSS/DAMAGE/REPAIR COST VALUED AT LESS THAN $25**

Disposition:

- The punishment will be at the discretion of the Principal depending on the circumstances of the violation. Circumstances will determine which one or more of the following alternatives will be considered to include, but not limited to: Restitution; Community Service; Loss of privilege (i.e., prom; athletics; student government; parking; graduation ceremony; Detention; Counseling; in-school, out-of- school suspension; Alternative School; Recommendation for expulsion/long-term assignment to alternative school).
- 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 **VANDALISM OF PROPERTY; MALICIOUS DESTRUCTION OR DAMAGE TO PROPERTY WITH DAMAGE VALUED GREATER THAN $25 BUT LESS THAN $250**

Disposition:

- The punishment will be at the discretion of the Principal depending on the circumstances of the violation. Circumstances will determine which one or more of the following alternatives will be considered to include, but not limited to: Restitution; Community Service; Loss of privilege (i.e., prom; athletics; student government; parking; graduation ceremony; Detention; Counseling; in-school, out-of- school suspension; Alternative School; Recommendation for expulsion/long-term assignment to alternative school).
- 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 **VANDALISM OF PROPERTY; MALICIOUS DESTRUCTION OR DAMAGE TO PROPERTY WITH DAMAGE VALUED GREATER THAN $250**

Disposition:

- The punishment will be at the discretion of the Principal depending on the circumstances of the violation. Circumstances will determine which one or more of the following alternatives will be considered to include, but not limited to: Restitution; Community Service; Loss of privilege (i.e., prom; athletics; student government; parking; graduation ceremony; Detention; Counseling; in-school, out-of- school suspension; Alternative School; Recommendation for expulsion/long-term assignment to alternative school).
- 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**

07D **ILLEGAL ENTRY** - Entering any school building, the premises of a school, or school buses on weekends or non-school hours without authorization. Entry in any county schools or school premises at any time by students from other CCSD schools without prior permission.

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 alternative school 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 SECTIONS (08A; 08B; 08C)

* Georgia Code (O.C.G.A. § 20-2-735) encourages parents/guardians to inform their student(s) on 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; Recommendation for expulsion/long-term assignment to alternative school 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 **VIEWING, DISPLAYING, PORNOGRAPHIC MATERIALS/CONTENT** -The viewing or displaying of pornographic drawings, pictures, or electronic images. This offense can include downloading, uploading or transmitting pornographic content while at school or on any computers, cell phones, tablets, or other electronic devices.

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; Recommendation for expulsion/long-term assignment to alternative school 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** - Sexual intercourse, sexual contact, or other unlawful behavior or content intended to result in sexual gratification without force or threat of force, and where the victim is capable of giving consent (16 years of age or older). This offense can include inappropriate exposure and obscenity.

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; Recommendation for expulsion/long-term assignment to alternative school 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 generally defined as unwelcome sexual advance, request for favors or other verbal and/or visual contact of a sexually-directed nature including, but not limited to reference to body parts, reputations, gestures, or acts, sexually oriented jokes, innuendoes, or obscenities, displaying of sexually suggestive objects, pictures, cartoons or posters, sexually suggestive letters, notes or invitation. Any student alleging a complaint of sexual harassment should take immediate steps to inform an employee of the Cherokee County School District responsible for student supervision.~~ Sexual harassment is generally defined as unwelcome sexual advance(s), request for favor(s) or other verbal and/or visual contact of a sexually explicit and/or sexually-directed nature including, but not limited to inappropriate references

to body parts, inappropriate references regarding a student's reputations, inappropriate gestures, sexually oriented jokes, sexually oriented innuendoes, obscenities, displaying of sexually suggestive objects, pictures, cartoons, and/or the utterance of sexually suggestive writings . Any student alleging a complaint of sexual harassment should take immediate steps to inform an employee of the Cherokee County School District responsible for student supervision.

- ~~Upon receiving the complaint, the responsible employee will provide/assist the student with an "Allegation of Student Sexual Harassment" form and immediately notify the Principal/work location administrator. This form will be completed by the student, and an appropriate inquiry on the local level by the Principal or his/her designee will occur.~~ Upon receiving any complaint of sexual harassment, the responsible employee shall assist the student in making an appropriate reporting to the *Title IX Coordinator* and immediately notify the Principal/work location administrator.
- ~~If in the initial inquiry by the Principal or designee, supporting information is found that would merit a more thorough investigation, all information will then be transmitted to the Asst. Superintendent for School Operations.~~
- ~~Students must report in writing any alleged sexual harassment to the building Principal (Students may refer/utilize the "Harassment/Discrimination Complaint Form", Appendix G).~~

.1 **SEXUAL HARASSMENT; UNWELCOME COMMENTS, STATEMENTS, OR ACTIONS, NOT DIRECTED TOWARDS 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 alternative school 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 **State Report**

.2 **SEXUAL HARASSMENT; UNWELCOME COMMENTS, STATEMENTS, OR ACTIONS, DIRECTED TOWARDS 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 alternative school 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 **State Report**

.3 **SEXUAL HARASSMENT; REPEATED VIOLATIONS OF SEXUAL HARRASSMENT POLICY**

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 alternative school 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 **State Report**

08C **SEXUAL BATTERY/ABUSE** - The intentional, inappropriate exposure of/to another or inappropriate bodily contact of a sexual nature.

Disposition:

- Suspension of one to nine school days will be at the discretion of the Principal. A recommendation for expulsion/long-term assignment to alternative school 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.
  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 shall be notified.

REPORTING **CCSD Police, State Report**

ATTENDANCE-RELATED INFRACTIONS SECTIONS (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 SECTIONS (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; 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/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 use of electronic devices during the operation of a school bus such as cell phones, pagers, audible radios, tape or compact disc players or any other electronic device in a manner that might interfere with the school bus communication equipment or the school bus driver's operation of the 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 unless permitted on special occasions by school administration.

Disposition:

Punishment will be at the discretion of the Principal depending on circumstances. May include suspension or revocation of parking permit, suspension from school and/or bus for 1-9 school days and/or a recommendation for expulsion or long-term assignment to alternative school.

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 SECTIONS (11A; 11B; 11C; 11D)

All activities related to technology usage within the School District should be ruled by the School Board's Policy regarding "Use of Electronic Media". This Policy is commonly referred to as the "Acceptable Use Policy" and should be reviewed by all students, parents, and School Board employees (located in Appendix C).

11A **UNAUTHORIZED USE OF COMPUTER, TECHNOLOGY TAMPERING, OR ALTERING RECORDS** - Unlawful use of CCSD 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 1-9 school days, expulsion or long-term assignment to alternative school.
- Restitution may be required.

REPORTING **State Report**

11B **TECHNOLOGY TRESPASSING/DAMAGE/VIOLATION OF ACCEPTABLE USE POLICY** - 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 1-9 school days, expulsion or long-term assignment to alternative school.
- Restitution may be required.

REPORTING **State Report**

11C **INAPPROPRIATE OR UNAUTHORIZED USE OF ELECTRONIC DEVICE** - Failure to comply with CCSD 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 1-9 school days, expulsion or long-term assignment to alternative school.
- Violations of this initiative will result in disciplinary consequences which may include but are not limited to:

1. Suspension of privilege to access the BYLD network on campus.
2. Appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws including monetary damages.
   Possible criminal action.

REPORTING ~~**None**~~ **School Police**

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 SECTION (12A)

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

.1 **DRESS CODE VIOLATIONS; NON-OFFENSIVE OR NON-SUGGESTIVE CLOTHING**

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; Counseling with student and/or parents to include opportunity to correct dress.

REPORTING **State Report**

.2 **DRESS CODE VIOLATIONS; OFFENSIVE OR SUGGESTIVE CLOTHING**

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; 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; 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**

MISCELLANOUS INFRACTIONS SECTIONS (13A; 13B; 13C; 13D; 13E; 13F; 13G)

13A **UNPREPARED FOR CLASS** - Failure to carry paper, pencil, pen, books, and 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 1-9 school days, depending on the circumstances. Recommendation for long-term assignment to alternative school 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 DISCIPLINE ACTION** - Failure to attend detention or accept disciplinary action.

Disposition:

- Punishment will be at the discretion of the Principal. Suspension of 1-9 school days, depending on the circumstances. Repeated violations could result in recommendation for long-term assignment to alternative school 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 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 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 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** - Gambling on school property or while attending school functions.

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. (A copy of school parking and traffic regulations will be issued to each student upon registration of vehicle. Vehicle registration is required for all students who drive on campus.) Illegal parking is defined as the parking of any vehicle in an area not designated by school officials when accessing school property or functions. (Driving to school is a privilege and will be treated as such.)

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 1-9 school days, expulsion or long-term assignment to alternative school.

REPORTING **State Report**

UNSAFE SCHOOL CHOICE OPTION SECTION (14)

14 In conjunction with the Federal Every Student Succeeds Act (ESSA) legislation, the Georgia Department of Education has identified the following criminal offenses as ones that are to be reported annually to the State by local school districts upon determination the offense occurred during the violation of a school rule: (a) aggravated battery to employee; (b) aggravated battery to student; (c) aggravated child molestation; (d) aggravated sexual battery; (e) aggravated sodomy; (f) armed robbery; (g) first degree arson; (h) kidnapping; (i) murder; (j) rape; or, (k) voluntary manslaughter.

In conjunction with the school's Principal and the Office of School Operations, students individually victimized by any such documented incident may seek a school transfer under USCO provisions.
REPORTING **CCSD Police, District Attorney, State Report, Federal Report**

OTHER STATE-REPORTABLE OFFENSES SECTION (15)

15 The Georgia Department of Education requires that the following criminal offenses be reported annually to the State by local school districts upon determination the offense occurred during the violation of a school rule: (a) burglary, (b) robbery, (c) arson, (d) motor vehicle theft and (e) other firearms.
REPORTING **CCSD Police, District Attorney, State Report**

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 world of work. The CCSD Student Dress Code was developed through the direction of the Superintendent and with the cooperation of parents, students, teachers, and administrators.

Students of the Cherokee County School District are expected to dress in a manner that is conducive to a good learning environment. Accordingly, the administration reserves the right to determine if accessories/clothing are too casual, too revealing or too distracting for school dress. Additionally, 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 they create a reasonable disruption to the classroom or school environment.

Note: While the Student CCSD 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

- Length must be appropriate (5" from the top of kneecap as measured by a ruler or the width of a 3x5 index card);
- Size appropriate-waist, seat and inseam; must be hemmed or cuffed;
- Cannot be altered from their original form.
- Pants made of stretch material that conforms to the legs and hips must be accompanied by a blouse/shirt that extends below the waist and buttocks.

SKIRTS AND DRESSES

- Skirts must be size appropriate and be worn at waistline;
- Shoulders must be covered and arm holes must be tight fitting;
- Length must be appropriate (3" from the top of kneecap as measured by a ruler or the length of a 3x5 index card);
- Slits in skirts must be appropriate (no slit above the three-inch rule);
- Cannot be altered from their original form.

SHIRTS AND BLOUSES

- Must be size appropriate;
- Long or short sleeved, dress shirt, polo type, sleeveless with appropriate, tight-fitting armholes (no tank tops, no halter tops, no spaghetti straps);
- 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);
- Shirttails must be below the belt line even with arms raised above the head or when the student is seated;
- Cannot be altered from their original form.

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 and are to be proper length tucked into belt loops.

NOT APPROVED FOR SCHOOL WEAR

- Pants that touch the ground or floor;
- Holes above the knee;

- Pants, dresses, skirts, and shirts that have frayed ends;
- See-through clothing;
- Sleeveless shirts, blouses, without appropriate (tight-fitting) armholes;
- Deep-scooped necklines;
- Shirts/blouses that are tight-fitting and/or inappropriately revealing;
- 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 shall 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 (e.g., bandanas, sweat bands, head rags, etc.);
- Jewelry that is offensive, distracts or is studded or pointed is unacceptable. Heavy chains are not allowed.

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Notes:

- Uniforms for school related activities are acceptable as approved by the school administration. Female cheerleaders must wear warm-ups under cheerleading uniforms except during games and pep rallies.
- 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 our founding twenty years ago, AID Atlanta has grown to become the leader in the fight against the AIDS epidemic in Atlanta. www.aidatlanta.org 404.870.7775

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.aageorgia.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 770.479.1804

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 our 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.macad.org 770.239.7442

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.state.ga.us/GEMA 1.800.TRY.GEMA

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.georgia.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. www.ldag.org 404.303.7774

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.asti.net 404.256.9797

National Mental Health Organization of Georgia: The National Mental Health Association 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.nmhag.org 404.527.7175

Nelson Price Treatment Center: The Nelson L. Price Treatment Center is a residential substance abuse program for adolescents. Licensed by the state of Georgia and COA accredited, Nelson Price provides highly structured adolescent treatment with mandatory family involvement. www.addictionresourceguide.com/listings/nelsonprice 770.514.8255

Parent Alert: Home drug test service. Quick, thorough and accurate. www.parentsalert.com 404.691.8055

Peachford: 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.peachfordbhs.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 School District or as a referral for services by the School District.

Appendix C: CCSD Acceptable Use Policy

BOARD POLICY Descriptor Code: IFBG
Internet Acceptable Use

The Cherokee County 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 School District's Internet connection are for support of education and research and are consistent with the goals and educational philosophy of the School District.

I. INTERNET PROTECTION

The School 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 School 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 School District. Transmission of any material in violation of any U.S., or state regulation or School 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 School 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 School 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 School 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 School 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 School District. If a security problem on the Network/Internet is suspected, users are required to notify the School 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 School 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 School 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 School 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 School 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 School District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The School 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 School 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 shall 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 shall 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 shall be responsible; provided, however, that tests and physical exams for military service and the National Guard and such other approved absences shall be excused absences. The requirements of this subsection shall 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 shall 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 shall violate this Code section shall be guilty of a misdemeanor and, upon conviction thereof, shall 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 shall 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 shall send a notice to such parent, guardian, or other person by certified mail, return receipt requested. Public schools shall 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 shall 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 shall 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 shall 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 shall 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 shall have authority and it shall 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 School 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 Cherokee County School District fully supports the provisions of GA Code § 20-2-738, which provides that a teacher shall 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 Board's Disciplinary Code 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 shall 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 shall 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 shall 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 Disciplinary Handbook such as:
   - placement in another classroom
   - assignment to in-school suspension
   - assignment to alternative school
   - external suspension not to exceed ten 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 Cherokee County Board Policy and Disciplinary Code.

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" (race, age, gender, gender identity, color, religion, national origin, disability, or any other constitutionally protected class or status). As such, it is the policy of the School District to address such complaints at the lowest level of administration in order to quickly and efficiently resolve all such matters.

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.

The Superintendent will develop administrative guidelines regarding the role and responsibility of the applicable Title Coordinator(s) ("Coordinator") and the role of the Deputy Superintendent ("DS") in action steps, and the collection and analysis of reporting data in this regard.

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 offensive jokes, slurs or comments; offensive touching or requests for dates or favors; different treatment of students based upon Constitutionally-Protected Differences; display or communication of offensive photographs, writing or materials; or conditioning educational benefits on a student's participation in, or reaction to, such conduct. Discipline 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 School 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 School 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 DS. The DS 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 DS or designee will promptly notify appropriate parties of the appeal decision.

5. The decision of the DS 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 School 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.

ADOPTED: August 2, 2001
REVISED: May 18, 2017

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. 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.cherokee.k12.ga.us~~. 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 School 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 Cherokee County School 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 School 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 School 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 School 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. A recommendation for long-term assignment to alternative school or expulsion at the discretion of the Principal.
- Additional Offenses: Additional alternative school assignment and/or a recommendation for long-term assignment to alternative school 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 shall also convene a parent/guardian conference in which a behavior contract is entered into by and between the school 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 School 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 Cherokee County School District has determined that participation in interscholastic/extracurricular activities is a privilege for students enrolled in the School District. A student participating in such activities is considered to be a school leader; and, with leadership comes additional responsibility, so students must adhere to the standards and expectations contained in the School 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/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.) Truancy and/or skipping classes;
4.) Acting in an unsportsmanlike manner when representing the school;
5.) Violating team curfews (as established by the coach or sponsor);
6.) Any behavior which results in discipline by the school administration; and
7.) 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 School District.
2.) Exhibiting good sportsmanship.
3.) Supporting team/activity rules developed by the activity's coaches or sponsors.
4.) Adhering to the School District's Student Discipline Code.
5.) Observing all standards and guidelines established by the Georgia High School Association (GHSA) Constitution and by-laws.
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 in order 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 School District.

V. Dealing with Student Arrests

Reporting of Misdemeanor or Felony 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 which results in a misdemeanor or felony arrest. This report must occur within five calendar days of the arrest or the student faces disciplinary action up to, and including, partial or permanent suspension.

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

Investigations arising from student arrests will be reviewed by a panel comprised of staff from the offending student's school, to include, but not be limited to the following: a school administrator, the school's athletic director, the coach/sponsor of the student, one additional coach/sponsor (as selected by the Principal), and one teacher (as selected by the Principal). It will be the role of this panel to review all information available as a result of the investigation and recommend potential dispositions for any confirmed infraction to the Principal for his/her consideration—it will ultimately be the responsibility of the Principal to administer discipline. The student may present a written response to the alleged infractions being presented to the panel, but the student will not be present at the panel hearing. The student's parent/guardian will be notified in writing of the panel's decisions.

The school reserves the right to suspend and/or permanently dismiss a student from all extracurricular/interscholastic programs for the remainder of their school career for misconduct, which could result in the arrest or conviction of select misdemeanor or felony crimes.

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.

Addressing Misdemeanor Arrests and/or Convictions: Misdemeanor arrests and/or convictions that will cause suspensions from activities may include, but are not limited to, the following areas:

- Disruption of school or school events
- Threats of violence or acts of violence against school employees or students
- Sexual Offenses
- Weapons Offenses
- Alcohol or Drug Offenses

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 a wonderful tool for communicating, learning and connecting. However, there are safety precautions you should take 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.
- Never complete a form or questionnaire.
- Don't 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.
- Don't break copyright rules by taking words, pictures, sound or video from someone else's website.

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. They should not be using the Internet to spread gossip, bully or threaten others.
- Talk to your child about online dangers and let them know you are there to help them get out of a bad situation.
- Your child may be better protected by the use of computer security tools such as content blockers, filters and pop-up blockers.
- Communicate regularly with your child about their online experiences.
- Consider "Internet Safety Contracts" with your child. Some help 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 the social networking sites in offensive, disrespectful and inappropriate ways. While the School 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, which can create disruptions and negatively impact peer relationships, as well as the learning environment. 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 causes 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 it to the appropriate person. Incidents of cyberbullying which occur at school or using school/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 @:
~~http://www.cherokee.k12.ga.us/board/BOA%20Documents/Online_Policy_Manual.aspx~~ .
http://cherokeek12.net/board-of-education/online-policy-manual/ .

Appendix L: BRING YOUR LEARNING DEVICE (BYLD) INITIATIVE

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 CCSD campuses that are participating in the Bring Your Learning Device (BYLD) initiative.

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 CCSD 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 shall occur using the CCSD 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 CCSD, 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 CCSD Internet Acceptable Use Policy.

CCSD is excited about the new 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 CCSD, 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 CCSD Technology Staff.
- Personal devices will not be allowed to connect to the CCSD 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 CCSD 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 CCSD 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.