

William Monroe Middle School

Parent and Student Handbook 2021-2022



148 Monroe Drive
Stanardsville, Virginia 22973
Main Office – (434) 939-9003
Fax – (434) 985-1359

The Greene County Public School system does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following persons have been designated to handle inquiries regarding the discrimination policies:

*Kyle Pursel, Compliance Coordinator Title IX - Director of Personnel
(434-939-9000)*

*Wendy Mitchem, Compliance Coordinator Section 504 - Director of Special Services
(434-939-9000)*



GREENE COUNTY PUBLIC SCHOOLS

Every Child, Every Chance, Every Day

Stanardsville, VA 22973

434-939-9000

School Board

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Mr. Todd Sansom, Vice Chair, Monroe District
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- Dr. Bryan Huber, Assistant Superintendent
- Dr. Kyle Pursel, Director of Administrative Services
- Mrs. Kristie Spencer, Director of Financial and Human Resources
- Mrs. Joanne Fox, Director of Teaching and Learning
- Mr. Dale Herring, Director of Technology
- Mrs. Jennifer Myers, Teacher Support and Mentorship Coordinator
- Mr. Jonathan Jones, Computer Specialist
- Mr. Larry Morris, Transportation Director
- Mrs. Debbie Manuel, Assistant Director of Transportation
- Mr. Guy Laine, Facilities Coordinator
- Ms. Bridget Keys, Human Resources Specialist
- Ms. Jennifer Walker, Administrative Assistant, Clerk of the School Board
- Ms. Erika Green, Accounts Payable
- Mrs. Lori Shifflett, Receptionist
- Mrs. Rhonda Houchens, Administrative Assistant and Payroll Clerk
- Mrs. Ashleigh Norris, Administrative Assistant for Special Services and Teacher Licensure

SPECIAL SERVICES

- Dr. Wendy Mitchem, Director of Special Services
- Mrs. Christi Dojack, Coordinator of Special Services
- Mr. Jeremiah Jordan, School Psychologist
- Mrs. Emily Clayton, EL Coordinator
- Ms. Paula Mercado, EL Liaison
- Ms. Samantha French, School Nutrition/Food Service Director
- Ms. Joyce Woodson, School Nutrition Administrative Assistant
- Mrs. Amanda Cruey, Social Worker
- Mrs. Sarah Baran, Social Worker

School Hours

School hours are from 7:45 a.m. until 2:55 p.m. Students are considered tardy after 7:55 a.m. Students will be allowed to enter the building at 7:45 a.m. Instruction begins promptly at 7:55 a.m.

After School Events

After school activities (Activity Nights) will be held throughout the school year for William Monroe Middle School students from 3:00 to 5:00 p.m. Students who are absent the day of the activity or assigned to In-School or Out-of-School suspension during the nine weeks will not be eligible to attend. Administration has the ability to prohibit students from attending after school activities based upon any circumstances that may arise. As an incentive for modeling appropriate behavior and positive choices, students may earn free/reduced admission to after school events.

Students are expected to be picked up promptly by a parent/guardian at 5:00 p.m. and will not be permitted to walk home unless prior notice has been provided by a parent/guardian and approved by an administrator. Students are not permitted to leave the building early unless accompanied by a parent/guardian. Students leaving with another student must have written permission from their parent/guardian and will be released with that child from their designated location. Pick-up locations will typically be in the front of the school on Monroe Drive but will be communicated via alerts and social media.

Chromebooks

All 6th, 7th, and 8th grade students have an opportunity to receive an assigned chromebook through our 1:1 initiative. All students that complete training and have all required paperwork signed and submitted will be issued a chromebook that they will be able to keep as long as they are enrolled in GCPS. Students may take these devices home and are required to ensure they are fully charged and brought to school on a daily basis. All acceptable use policies remain in effect at all times with these devices.

Class Change

Students are given 3 minutes to change classes from the time the bell rings until they are expected to be in the next classroom. Students are expected to stay in designated areas of the building for their grade level and take the most direct and approved route to their next assigned class/location.

Clinic/Medication

The school nurse is Jennifer Meade. She dispenses medications that are on file and provides care for minor illnesses and injuries. Students must obtain a pass from their teacher or staff member to go to the clinic.

All students needing to take any medication during school hours must have the proper medical authorization form on file with the office. Medication will not be dispensed without the proper authorization.

No student should ever have medication in their possession while at school unless it is part of their care plan and we have on file, documentation from their physician. It is necessary that both the parents and physician sign off on this.

Please feel free to check out the Health Services web page on the Greene County Public Schools website.

Discipline

In-School-Suspension

- Students can be placed in ISS for any combination of blocks or the entire day or multiple days depending upon the severity or repetition of behavior. While in ISS, it is expected that students will complete classroom assignments and homework. If any student is removed from ISS because of a failure to

follow directions and/or causing a disruption, they will be referred to administration for further consequences. Further consequences may include but are not limited to after school detention, overnight suspension, or out of school suspension.

Out-of-School Suspension

- Students who are suspended out of school will not be allowed on school property or be able to participate in school sponsored activities during the time of their suspension. If school is cancelled during the course of an out of school suspension, the suspension is extended by the number of days school is closed.

Social Probation

- A child may be placed on social probation as a consequence for negative behaviors or in conjunction with out of school suspension. A student on social probation is not permitted to participate in any after school functions on any GCPS campuses.

Please see the Standards of Student Conduct at the back of this handbook for more information.

Dress Code

- To ensure adequate coverage of the body at school and school activities, the following articles of clothing are not permitted
 - o See-through garments
 - o Backless or strapless dresses or tops, including halter-tops or any tops that expose cleavage
 - Additional clothing must be worn over these items
 - o Bare-midriff tops. (Tops and bottoms must meet.)
 - o Muscle shirts or sleeveless undershirts that expose the torso
 - o Shorts, skirts, pants, and tops that fail to conceal undergarments when the student is standing or sitting.
 - o Shorts, skirts, or dresses that are shorter than approximately mid-thigh, or that expose undergarments when standing or sitting. These articles must provide full coverage of the body at all times. Shorts that are short enough to expose pockets are not allowed.
 - o Proper footwear is required during the school day. Tennis shoes/sneakers are required for your PE class. Cleated shoes, Heelys, or slippers will not be permitted in the building during any time of the day.
- Excessive sagging or baggy pants are not to be worn. Undergarments may not be exposed.
- Clothing, accessories, jewelry, or buttons shall be free of writing, pictures, symbols, or any other insignia that are crude, vulgar, profane, obscene, libelous, slanderous, or sexually suggestive.
- Clothing, accessories, jewelry, or buttons that degrade any cultural, religious, or ethnic values, that advocate racial, ethnic, or religious prejudice or discrimination, or that promote sex, the use of tobacco, drugs, or alcohol or harmful acts are prohibited.
- Hats, visors, head coverings, sunglasses, bandanas, wallet chains, or spiked jewelry are not permitted to be worn in the building.
 - o These items must be placed in lockers. Failure to do so will result in administration confiscating the items until parents can pick them up.
- Sleepwear or slippers may not be worn.
- Costume Contacts are not permitted – these contacts are defined as contacts that are not prescription contacts but are worn to change the color of the eyes for a desired effect.

Any apparel or accessory causing disruptions to the learning environment not listed will be addressed by an administrator. Students who do not meet dress codes will be asked if they have a change of clothes in the building. If not, parents will be contacted to assist with the situation. The student will remain in the office until the situation is remedied.

Early Dismissals/Late Arrivals

Parents who need to pick up children before our 2:55 p.m. dismissal must sign them out in the main office. Any changes in a student's normal dismissal is required in writing and must be presented to front office staff by 2:00 p.m.

Students arriving to school late (after 7:55 a.m.) must report to the main office before going to class. Repeated late arrivals and/or early dismissals are a concern and will be addressed on an individual basis according to the attendance policy.

Fire Drills, Tornado Drills, and Lockdowns

At regular intervals drills are required by law and are an important safety precaution. Exits for fire drills will be posted in each room, and verbal directions of how students should respond to the fire drill will be given during the first week of school. When the alarm sounds, students are to evacuate the building with their teacher. Students are to walk, keep in single file, and move silently and quickly. Tampering with an alarm box or reporting a false alarm is a felony. We will communicate procedures for tornado drills, earthquake drills and lockdowns as situations occur.

Grading Procedures

Greene County Grading Scale:

- A = 90 - 100
- B = 80 - 89
- C = 70 - 79
- D = 60 - 69
- F = Below 60

Report cards are distributed every nine weeks; interim reports will be sent home every 4 ½ weeks for all students. Parents will have access to ParentPortal, a web-based resource that allows parents to view student grades. Contact Heidi Kozuch in the main office for ParentPortal access information. It is a requirement that parents pick-up their ParentPortal access information in person and must present identification. We cannot share login and password information over the phone or email.

Teachers will communicate general classroom grading procedures to students and parents through a class syllabus.

Lockers

All 6th grade students will be assigned a locker for the 2020-21 school year. 7th and 8th graders will be assigned a locker upon request by a parent or guardian.

- ◆ Lockers are intended for the storage of books and clothing.
- ◆ Lockers are to remain locked at all times. Tampering of lockers only puts your own valuables in jeopardy.
- ◆ Do not leave valuables in school or gym lockers, leave these valuables at home.

If students have difficulty with their locker, they should report the problem to the counseling office.

Each student is responsible for the care of his/her locker. The locker remains the property of WMMS and may be opened and inspected by school officials at any time.

Backpacks with wheels will not fit in lockers and are not permitted unless medically necessary.

Lost and Found

We have multiple areas where lost and found items are kept. In the main office we collect books, notebooks, jewelry, and other small items that are found. In the cafeteria, we collect clothes and lunch bags/containers. There is also a lost and found in both locker rooms. We encourage students to check the lost and found frequently.

At the end of each nine weeks and during the summer, we donate unclaimed items to charity.

Students and parents are encouraged to put the students' name on all coats, lunch carriers, etc. to help ensure that lost items can be returned promptly.

Students are not to remove items from lost and found unless they are the owners of the property.

Office Telephone

Students are allowed to use the front office phone during lunch.

Students will not be permitted to use the phone for social reasons.

Physical Education

Students at WMMS will participate in both indoor and outdoor activities. When in the classroom, students will be taught health, Social Emotional Learning Skills (SEL), and Family Life Education (FLE). SEL is a research-based, state-mandated program that is designed to help students make healthy choices about avoiding alcohol, drugs, and tobacco. All Health and FLE classes will be taught in a co-ed environment. Parents have the ability to opt students out of FLE instruction. Alternative assignments will be given to students that opt out of FLE.

- **Electronic devices, including cell phones are not allowed in the locker rooms or physical education areas. These devices should be left in student hallway lockers or in backpacks.**

Related Arts Classes

Students will participate in a variety of semester long related arts classes throughout middle school. In sixth grade, students will be assigned to a variety of class options. In 7th and 8th grade, students have the opportunity to make class requests for related arts classes. While we can not guarantee that students will receive all of their choices, we attempt to assign students to classes that they request. Class assignments are based on demand and student availability for each scheduled class. A course catalog is available online on the GCPS website under WMMS.

School Resource Officer

The School Resource Officer (SRO) is an officer of the law and as such must enforce legal statutes. The SRO has the authority to stop, question, interview, and take enforcement action if needed without prior notification to the principal. Every effort will be made to notify the principal or their designee as soon as possible. The SRO must act in conjunction with the law that obligates him to bring forth consequences that may differ from what the school would prescribe. The SRO assigned to William Monroe Middle School is Deputy David Payne.

Student Cooperation with Officers of the Law

When it becomes necessary for any law enforcement officer to interrogate (including the administration of Miranda rights) a student on school premises, the principal shall be contacted immediately. The principal or his/her designee shall make a reasonable effort to contact the parent or guardian and have the parent or guardian in attendance for the conference. If the parent or guardian cannot be present for the conference, then the principal or his/her designee shall be present throughout the interrogation.

Trading/Selling Personal Items

Students are not permitted to trade or sell their personal items while on school grounds or participating in school events. This includes buses and field trips.

Visitors

All visitors will be asked to identify themselves upon arrival and should be prepared to provide identification upon entrance to the front office. Upon checking in at the main office you will be issued a visitor's identification badge that is to be worn at all times while in the building. Visitors may not visit with or remove students from the premises unless they have parent permission or are listed as an emergency contact in Powerschool. For safety reasons, we request prior notification from parents/guardians if a student is going to be picked up from school early, even if the pick up person is on the emergency contact list. Parents may call ahead or send in a note to confirm early pick up with another adult.

If any visitor would like to speak to an administrator, it would be best to make an appointment. Appointments may be scheduled through the front office staff via phone, email, or in person.

Water Bottles

Students are permitted to bring and use water bottles during the school day. Water is the only beverage permitted outside of the cafeteria. Energy drinks are not permitted during regular school hours. Students should not bring containers of beverages to school larger than 20 ounces.

40 Celt Road
Stanardsville, VA 22973
Phone:(434) 939-9000 Fax:(434) 985-4686

Dear Parent/Guardian:

The Greene County School System is making every effort to provide the best educational experience for your child. To that end, the system works very hard to recruit and employ the best teachers for your children.

You, as a parent or guardian of a child in the Greene County School System, have a right to know the professional qualifications of the teacher(s) your child works with each day. You have a right to request the following information regarding a teacher

- 1. Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.*
- 2. Whether the teacher is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived.*
- 3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field or discipline of the certification or degree.*

In addition, if your child is provided services by a paraprofessional, you may request information regarding that person's qualifications as well.

If you are interested in obtaining the above information, you may make a written request to:

*Assistant Superintendent
Greene County Public Schools
40 Celt Road
Stanardsville, VA 22973*

This information will be forwarded to you in a timely manner.

We look forward to working with you now and in the future to make our schools the best they can be.

Sincerely,

Brenda M. Walton

Principal

School Meal Information

All breakfast and lunch meals during the 2021-2022 school year will be **FREE** for all students in the building. At the start of school, you may receive a meal application, but completing it is optional. However, a free/reduced status letter generated at our office could benefit your children for additional services.

A la carte items will be available for purchase during the 2021-2022 school year.

A positive account balance or cash are required to purchase a la carte items.

The National School Breakfast and Lunch Programs are regulated by the United States Department of Agriculture (USDA). The school breakfast and lunch menus are planned using the Dietary Guidelines for Americans.

Breakfast provides: 1-2 servings/bread/grain or, 1 cup of fruit, and 8 oz. milk. A meat/meat alternative may be offered if the minimum grain requirement is met. The school lunch provides a minimum of: 1 oz. meat/meat alternate, $\frac{3}{4}$ cup of vegetable, $\frac{1}{2}$ cup of fruit, 8 oz. milk, and 1 oz. of grain per day. Please note, it is your child's responsibility to make his/her lunch choice every day. In the event your child comes to school late, he/she must make his/her lunch choice in the office before going to the classroom.

Menus are available on the district website under Nutrition: www.greenecountyschools.com.

Field Trip Volunteer/Chaperone Policy

Students, staff, and chaperones participating in the field trip must use school-sponsored transportation to and from the event.

Parents who wish to chaperone a field trip are required to have a background check as stated in the GCPS Volunteer Handbook and must be approved by school administration.

If a parent has submitted the background check but it has not been returned, he/she may attend and ride the bus, but cannot chaperone other students. In instances where chaperones are limited, chaperones who have returned background checks will be prioritized.

If a parent has not submitted the necessary paperwork required for a background check, they will not be permitted to attend.

Screening for scoliosis:

The Greene County School Board has chosen to supply the below information concerning scoliosis to parents of students in grades five through ten as mandated in The Code of Virginia § 22.1-273.

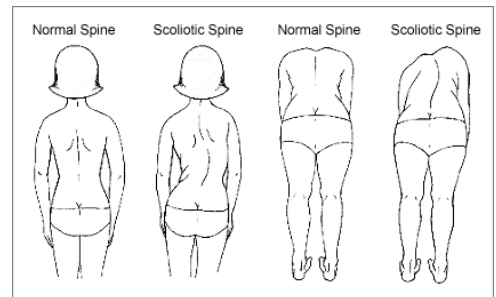
Information for Parents Concerning Scoliosis

What is scoliosis?

Scoliosis is a type of spinal deformity that should not be confused with poor posture. A normal spine, when viewed from behind, appears straight. However, a spine affected by scoliosis has a sideways curve, making it appear like an "S" or a "C". Scoliosis can occur at any age, but the most common type occurs in teens and preteens as they go through their growth spurt.

What are the signs of scoliosis?

- •One shoulder may be higher than the other.
- •One scapula (shoulder blade) may be higher or more prominent than the other.
- •With arms hanging loosely by the side, there may be more space between the arm and the body on one side.
- •One hip may appear higher or more prominent than the other.
- •The head is not centered over the pelvis. When the patient is examined from the rear and asked to bend



What causes scoliosis?

In most cases (80 to 85%), the cause of scoliosis is unknown. It commonly affects adolescents between the ages of 10 and 18 and is more common in females than males. Scoliosis frequently runs in families and may be due to genetic or heredity influences.

How is scoliosis diagnosed?

Scoliosis is usually found during a routine physical exam when any of the above signs are noted. If a significant curve is suspected, an x-ray is done to measure the actual angle of the curve in the spine. Your medical care provider may also choose to use a Scoliometer, a device which measures rotational spinal curves. The physician will look for signs in the medical and family history as well as the physical examination that suggest an underlying cause for scoliosis. If this is suspected, other tests may be done.

Treatment of scoliosis

Treatment depends on the child's age, the degree of the curve and the amount of growth the child is expected to have. Progressive, untreated scoliosis can lead to limited motion, back pain, deformity, and in extreme cases impaired function of the heart and lungs. Early detection and treatment may prevent scoliosis from progressing

- **Observation and repeated examinations** are done for smaller curves, to determine if the spine is continuing to curve. It is important to follow up every 4-6 months or as instructed, to be sure no further treatment is necessary.
- **Bracing** may be used when the curve measures between 25 to 40 degrees on an x-ray, but skeletal growth remains. The type of brace and the amount of time spent in the brace will depend on the adolescent's condition. Modern braces often can be hidden under clothing.
- **Surgery** may be recommended when the curve measures 50 degrees or more on an x-ray and bracing is not successful in slowing down the progression of the curve.

Long-term outlook for an adolescent with scoliosis:

Scoliosis will require frequent examinations by the adolescent's doctor to monitor the curve as the child grows and develops. Early detection and follow-up is very important to prevent the serious consequences that can occur from untreated scoliosis such as: limited motion, back pain, and in extreme cases heart and lung impairment.

If you have any concerns that your child may have scoliosis, or if your child has not had a routine physical exam in the past year, we urge you to make an appointment with your child's primary care physician.

For more information on scoliosis please visit: www.SRS.org or www.familydoctor.org

Vision and hearing screenings:

As mandated by The Code of Virginia § 22.1-273, students in grades three, seven, and ten will participate in both the vision and hearing screenings. These screenings will take place within the first 60 days of school. These screenings will be performed by school personnel or by school designee. Parents may choose to have their student exempted from these screenings by providing written notification to the school.

Master Schedule 2020-2021

	Grade 6	Grade 7	Grade 8
Block 1 7:57 -8:54 Announcement WIN 8:58-9:28	CORE 1 7:57- 8:54 57m WIN 8:58-9:28 30m	CORE 1 7:57- 8:54 57m WIN 8:58-9:28 30m	PE/RA 7:57- 8:54 57m WIN 8:58-9:28 30m Reading 9:32-10:02
Block 2 9:32- 10:29	CORE 2 9:32- 10:29 57m	Core 2 9:32-10:29 57m	CORE 1 10:05-11:02 57m
Block 3 10:33-11:30	Reading 10:33-10:50 Lunch 10:53-11:18 Reading 11:18-11:33	PE/RA 10:33-11:30 57m	Core 2 11:05-12:02 57m
Block 3 11:33-12:30	CORE 3 11:33-12:30 57m	Lunch 11:33-11:58 Reading 12:02-12:30	Lunch 12:05-12:28
Block 4 12:33-1:30	Core 4 12:33-1:30 57m	Core 3 12:33-1:30 57m	Core 3 12:33-1:30 57m
Block 5 1:34-2:31	PE/RA 1:34-2:31 57m	CORE 4 1:34-2:31 57m	CORE 4 1:34- 2:31 57m
Block 6 2:35-3:00	Advisory 2:35-3:00 25m	Advisory 2:35-3:00 25m	Advisory 2:35-3:00 25m



Greene County
Public Schools

Every Child · Every Chance · Every Day

2021-2022

Greene County Public Schools

180 School Days
15 Professional Days

July '21						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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August '21						
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September '21						
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October '21						
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31						

November '21						
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December '21						
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July 29-30	New Teacher Orientation
July 30 - Aug. 2	Flex Days
Aug. 3	All Teachers Return
Aug. 5	Open House - All Schools
Aug. 3-10	Pre-Service Days
Aug. 11	First Day of School
Sept. 6	No School: Labor Day Holiday
Sept. 10	Progress Reports Issued
Oct. 8	End of 1st Quarter (42 Days)
Oct. 11	No School: Professional/Planning Day
Oct. 20	Report Cards Issued
Nov. 1	No School: P/T Conferences 12 - 7:30
Nov. 2	No School: Professional/Planning Day
Nov. 12	Progress Reports Issued
Nov. 24-26	Thanksgiving Break
Dec. 17	End of 2nd Qtr. (44 Days) - 1PM Release
Dec. 20-31	Holiday Break
Jan. 3	Students Return
Jan. 12	Report Cards Issued
Jan. 17	No School: Martin Luther King Day
Jan. 31	No School: Professional/Planning Day
Feb. 4	Progress Reports Issued
Feb. 21	No School: Presidents Day
Mar 11	End of 3rd Quarter (47 Days)
Mar 14	No School: Professional/Planning Day
Mar 23	Report Cards Issued
Apr 01	1 PM Early Release
April 4 - 8	Spring Break
Apr 22	Progress Reports Issued
May 25	Last Day of Year (47 Days) - 1 PM Release
May 26	Professional/Planning Day
May 27	Professional/Planning Day
	Teacher Flex Days
	Parent/Teacher Conferences
	Professional Days
	Open House-All Schools
	Vacation Days
	Report Cards Issued
	Progress Report
	Beginning/End of Grading Period
	1PM Early Release

January '22						
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February '22						
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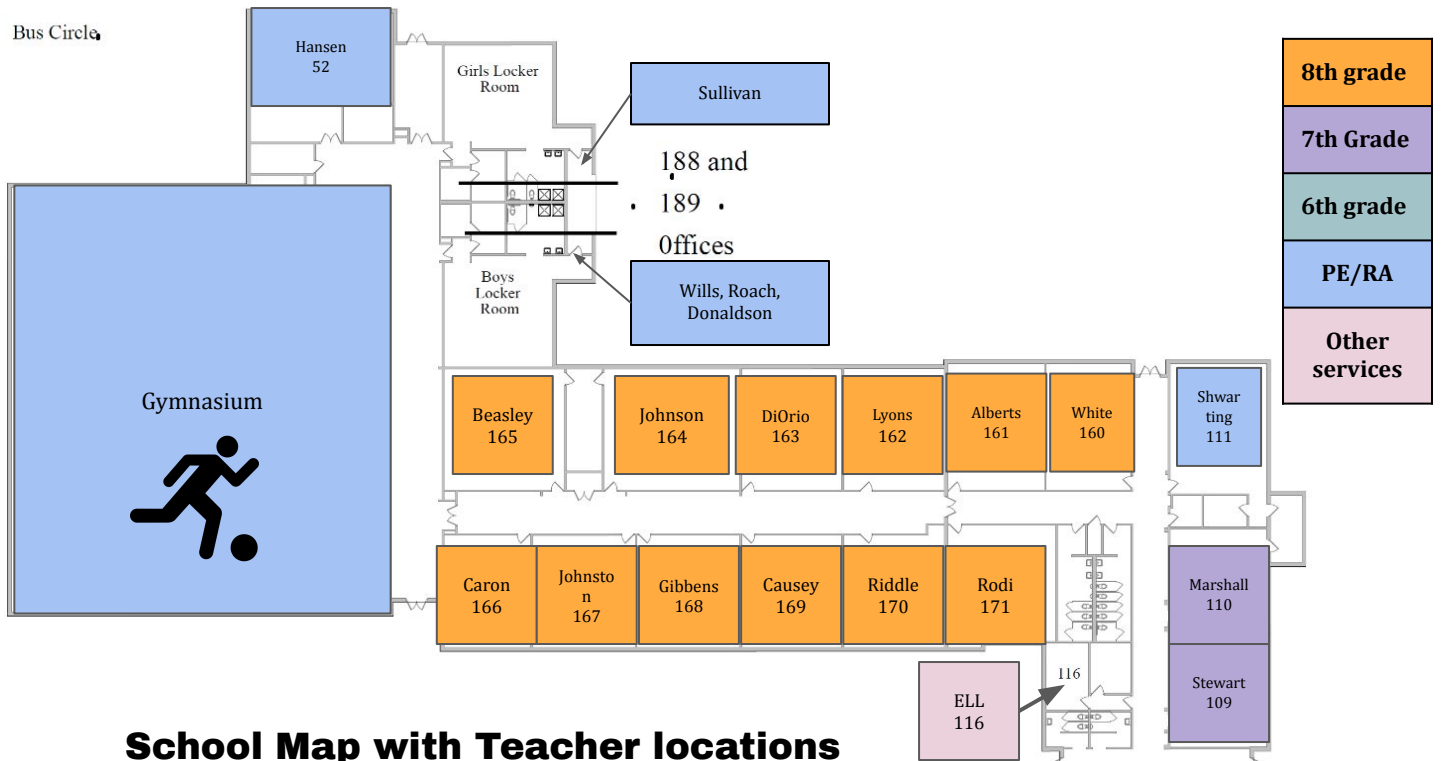
March '22						
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April '22						
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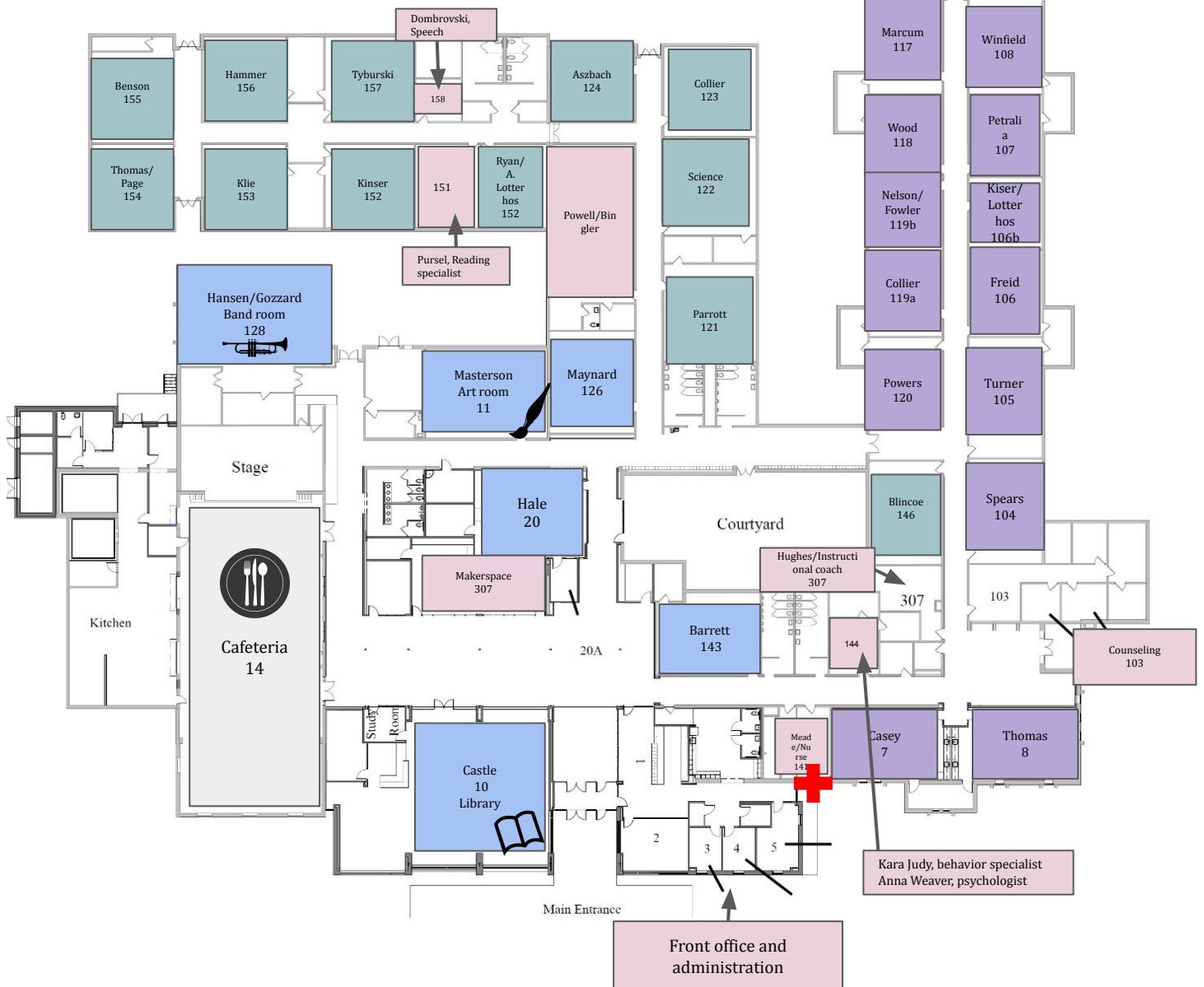
May '22						
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29	30	31				

June '22						
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19	20	21	22	23	24	25
26	27	28	29	30		

Bus Circle



School Map with Teacher locations



Greene County Public Schools

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

The Protection of Pupil Rights Amendment (PPRA) (20 U.S.C. 1232h; 34 CFR Part 98) applies to programs that receive funding from the U.S. Department of Education (ED). PPRA is intended to protect the rights of parents and students in two ways:

- It seeks to ensure that schools and contractors make instructional materials available for inspection by parent if those materials will be used in connection with an ED-funded survey, analysis, or evaluation in which their children participate
- It seeks to ensure that schools and contractors obtain written parental consent before minor students are required to participate in any ED-funded survey, analysis, or evaluation that reveals information concerning:
 1. Political affiliations
 2. Mental and psychological problems potentially embarrassing to the student and his/ her family
 3. Sex behavior and attitudes
 4. Illegal, antisocial, self-incriminating and demeaning behavior
 5. Critical appraisals of other individuals with whom respondents have close family relationships
 6. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program)

Parents or students who believe their rights under PPRA may have been violated may file a complaint with ED by writing the Family Policy Compliance Office. Complaints must contain specific allegations of fact giving reasonable cause to believe that a violation of PPRA occurred.

For additional information or technical assistance, you may call 202-260-3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 800-877-8339. Or you may contact us at the following address:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, D.C. 202-5920

Parental Responsibility

Pulled from the Code of Virginia (1950), as amended 22.1-2793 Parental responsibility and involvement requirements:

- A.** Each parent of a student enrolled in a public school has a duty to assist the school in enforcing the standards of student conduct and attendance in order that education may be conducted in an atmosphere free of disruption and threat to persons/property, and supportive of individual rights.
- B.** A school board shall provide opportunities for parental and community involvement in every school in the division.
- C.** Within one calendar month of the opening of school, each school board shall, simultaneously with any other materials customarily distributed at that time, send the parents of each enrolled student (i) a notice of the requirements of this section and (ii) a copy of the school board's standards of student conduct. These materials shall include a notice to the parents that by signing the statement of receipt, parents shall not be deemed to waive, but to expressly reserve, their rights protected by the constitutions or laws of the United States or the Commonwealth and that a parent shall have the right to express disagreement with a school's or school division's policies or decisions.
- D.** The school principal may request the student's parent to meet with the principal or his designee to review the school board's standards of student conduct and the parent's responsibility to participate with the school in disciplining the student and maintaining order, and to discuss improvement of the child's behavior and educational progress.
- E.** In accordance with 22.1-277 and the guidelines required by 22.1-278, the school principal may notify the parents of any student who violates a school board policy when such a violation could result in the student's suspension, whether or not the school administration has imposed such disciplinary action. The notice shall state (i) the date and particulars of the violation; (ii) the obligation of the parent to take actions to assist the school in improving the student's behavior; and (iii) that, if the student is suspended, the parent may be required to accompany the student to meet with school officials.
- F.** No suspended student shall be admitted to the regular school program until such student and his parent have met with school officials to discuss improvement of the student's behavior, unless the school principal or his designee determines that readmission, without parent conference, is appropriate for the student.
- G.** Upon the failure of a parent to comply with the provisions of this section, the school board may, by petition to the juvenile and domestic relations court, proceed against such parent for willful and unreasonable refusal to participate in efforts to improve the student's behavior as follows:
 - 1. If the court finds that the parent has willfully and unreasonably failed to meet, pursuant to a request of the principal as set forth in subsection D of this section, to review the school board's standards of student conduct and the parent's responsibility to assist the school in disciplining the student and maintaining order, and to discuss improvement of the child's behavior and educational progress, it may order the parent to so meet; or
 - 2. If the court finds that the parent has willfully and unreasonably failed to accompany a suspended student to meet with school officials pursuant to subsection F, or upon the student's receiving a second suspension or being expelled, it may (i) order the student or his/ her parent to participate in such programs or such treatment as the court deems appropriate to improve the student's behavior or (ii) the student or his/ her parents to be subject to such conditions and limitations as the court deems appropriate for the supervision, care and rehabilitation of the student or his/her parent. In addition, the court may order the parent to pay a civil penalty not to exceed \$500.
- H.** The civil penalties established pursuant to this section shall be paid into a fund maintained by the appropriate local governing body to support programs or treatments designed to improve the behavior of students as described in subsection 3 of subsection G. Upon failure to pay the civil penalties imposed by this section, the attorney for the appropriate county, city or town shall enforce the collection of such civil penalties.
- I.** All references in this section to the juvenile and domestic relations court shall also be deemed to mean any successor in interest of such court.

- use appropriate language. The use of obscene, lewd, profane, lascivious, threatening or disrespectful language is prohibited.
 - users shall not post personal information other than directory information as defined in Policy JO Student Records about themselves or others.
 - users shall respect the computer system's resource limits.
 - users shall not post chain letters or download large files.
 - users shall not use the computer system to disrupt others.
 - users shall not modify or delete data owned by others.
5. **Liability.** The school board makes no warranties for the computer system it provides. The school board shall not be responsible for any damages to the user from use of the computer system, including loss of data, non-delivery or missed delivery of information, or service interruptions. The school division is not responsible for the accuracy or quality of information obtained through the computer system. The user agrees to indemnify the school board for any losses, costs, or damages incurred by the school board relating to or arising out of any violation of these procedures.
6. **Security.** Computer system security is a high priority for the school division. If any user identifies a security problem, the user shall notify the building principal or system administrator immediately. All users shall keep their passwords confidential and shall follow computer virus protection procedures.
7. **Vandalism.** Intentional destruction of or interference with any part of the computer system through creating or downloading computer viruses or by any other means is prohibited.
8. **Charges.** The school division assumes no responsibility for any unauthorized charges or fees as a result of using the computer system, including telephone, data, or long-distance charges.
9. **Electronic Mail.** The school division's electronic mail system is owned and controlled by the school division. The school division may provide electronic mail to aid students and staff in fulfilling their duties and as an education tool. Electronic mail is not private. Students' electronic mail will be monitored. The electronic mail of staff may be monitored and accessed by the school division. All electronic mail may be archived. Unauthorized access to an electronic mail account by any student or employee is prohibited. Users may be held responsible and personally liable for the content of any electronic message they create or that is created under their account or password. Downloading any file attached to an electronic message is prohibited unless the user is certain of that message's authenticity and the nature of the file.
10. **Enforcement.** Software will be installed on the division's computers having internet access to filter or block internet access through such computers to child pornography and obscenity. The online activities of users may also be monitored

manually. **Any violation of these regulations shall result in loss of computer system privileges and may also result in appropriate disciplinary action, as determined by school board policy, or legal action.**

Adopted:

Revised: August 14, 2019

Legal Refs: 18 U.S.C. §§ 1460, 2256.
47 U.S.C. § 254.

Code of Virginia, 1950, as amended, §§ 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-70.2 and 22.1-78.

~~Guidelines and Resources for Internet Safety in Schools, Virginia
Department of Education (Second Edition October 2007)~~

Cross Refs:	GAB/IIBEA	Acceptable Computer System Use
	GCPD	Professional Staff Discipline
	JFC	Student Conduct
	JFC-R	Standards of Student Conduct

GRADING SCALE

The following codes will be used for marking Greene County Public Schools students in grades K-3 (numerical grades will not be given):

E	Exceeds the standards
M	Meets the standards
P	Progressing toward the standards
L	Limited understanding of the standards
N	Not evaluated at this time

The numerical scale approved for use in Greene County Public Schools for grades 4-12 is as follows:

A	90-100	Superior
B	80-89	Above Average
C	70-79	Average
D	60-69	Below Average
F	59 and below	Failing

The school board also abolished the indiscriminate use of zeros and that any assignment, including homework, which is given a zero must be approved by the Principal. Each school has established its own procedure for allowing students ample opportunity to complete an assignment before a zero is recorded.

Adopted: September 25, 1990

Revised: April 14, 2010

Communicating with Your Child's Schools

Greene County Public Schools is committed to listening to parents and community members with the goal of making decisions in the best interest of children. As in any professional organization, we want our staff to treat all adults with respect and patience. We, in return, expect the same courtesy from parents and/or community members. We understand that we are accountable for the provision of a quality educational experience for students, but also recognize that educating and training students is a shared responsibility involving schools, parents, and the community at large.

Chain of communication: When a parent has an issue with the actions of a teacher, an occurrence in the classroom, or some other school-related event, the parent should: First: contact the teacher directly Second: if the teacher does not respond within a reasonable amount of time, he or she should contact a building administrator. In most cases, an assistant principal should be contacted first. Third: if the parent has spoken to the building assistant principal or principal and is not satisfied with the results of the conversation(s), the parent can contact the school board office and speak to one of the assistant superintendents. Fourth: if still not satisfied, the parent can contact the superintendent.

Communication Goals:

- 1) **Accessibility:** we will remain accessible to parents and will make every effort to respond to phone messages, email, and written communication in a timely manner. We ask that parents remember that schools are VERY busy places and that sometimes delays in returning phone call, emails, etc., are unavoidable. We ask that parents provide schools with updated phone numbers, addresses, and email addresses so that delays in communication do not occur.
- 2) **Honesty:** we will communicate honestly with parents and community members. We understand that parents have uninhibited access to information about their child/children. We also understand that information about other students cannot be shared under any circumstance.
- 3) **Respect:** we will be respectful to parents and will model the behavior that we expect from students. We will not use vulgar language, insults, or condescending remarks in order to belittle others. We expect parents to do the same.
- 4) **Patience:** we will be patient with parents and community members just as we are with students. We all understand that when issues arise involving our own children, we are justifiably passionate and often very emotional. We ask that parents remember that teachers and administrators do what they do because they love kids and want only the best for them. We will never “retaliate” against a child as a result of a disagreement or unpleasant communication between adults.

ACCEPTABLE COMPUTER SYSTEM USE

The School Board provides a computer system, including the internet, to promote educational excellence by facilitating resource sharing, innovation and communication. The term computer system includes, but is not limited to, hardware, software, data, communication lines and devices, terminals, display devices, printers, CD, DVD and other media devices, tape or flash drives, storage devices, servers, mainframe and personal computers, tablets, laptops, telephones, cameras, projectors, multimedia devices, workstations, the internet and other electronic services and internal or external networks. This includes any device that may be connected to or used to connect to the school division's network or electronically stored division material.

All use of the division's computer system must be (1) in support of education and/or research, or (2) for legitimate school business. Use of the computer system is a privilege, not a right. Inappropriate use may result in cancellation of those privileges, disciplinary action, and/or legal action. Any communication or material generated using the computer system, including electronic mail, social media posts, instant or text messages, tweets, and other files, including communications and materials deleted from a user's account, may be monitored, read, and/or archived by division staff.

This policy applies to all users of the division's computer system. By using or accessing the computer system, the user agrees to abide by this policy and the Technology Use Guidelines established by the superintendent.

The superintendent is responsible for establishing Technology Use Guidelines, containing the appropriate uses, ethics and protocols for use of the computer system. The superintendent is also responsible for reviewing and updating, as necessary, the Guidelines at least every two years. It is the user's responsibility to know and follow this policy and the Technology Use Guidelines.

The Guidelines include:

- (1) a prohibition against use of the division's computer equipment and communications services for sending, receiving, viewing or downloading illegal material via the internet;
- (2) provisions, including the selection and operation of a technology protection measure for the division's computers having internet access to filter or block internet access through such computers, that seek to prevent access to:
 - a. child pornography as set out in Va. Code § 18.2-374.1:1 or as defined in 18 U.S.C. § 2256;
 - b. obscenity as defined by Va. Code § 18.2-372 or 18 U.S.C. § 1460; and
 - c. material that the school division deems to be harmful to juveniles as defined in Va. Code § 18.2-390, material that is harmful to minors as defined in 47 U.S.C. § 254(h)(7)(G), and material that is otherwise inappropriate for minors;

- (3) provisions establishing that the technology protection measure is enforced during any use of the division's computers;
- (4) provisions establishing that all usage of the computer system may be monitored;
- (5) provisions designed to educate students and employees about appropriate online behavior, including interacting with students and other individuals on social networking websites, blogs, in chat rooms, and cyberbullying awareness and response;
- (6) provisions designed to prevent unauthorized online access by minors, including "hacking" and other unlawful online activities;
- (7) provisions requiring every user to protect the security of information necessary to access the computer system, such as usernames and passwords, and prohibiting the sharing of passwords;
- (8) provisions prohibiting the unauthorized disclosure, use, and dissemination of photographs and/or personal information of or regarding minors; and
- (9) a component of internet safety for students that is integrated in the division's instructional program.

Use of the school division's computer system must be consistent with the educational or instructional mission or administrative function of the division as well as the varied instructional needs, learning styles, abilities and developmental levels of students.

The division's computer system is not a public forum.

Users of the division's computer system have no expectation of privacy for use of the division's resources or electronic devices including non-division owned devices while connected to division networks or computer resources.

Software and/or services may not be installed or downloaded on the division's computer system without the prior approval of the superintendent or superintendent's designee.

The failure of any user to follow the terms of this policy or the Technology Use Guidelines may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action.

The School Board is not responsible for any information that may be lost, damaged or unavailable when using the computer system or for any information retrieved via the internet.

Furthermore, the School Board is not responsible for any unauthorized charges or fees resulting from access to the computer system.

The School Board reviews and amends, if necessary, this policy every two years.

Adopted: April 13, 2005

Revised: August 4, 2021

Legal Refs: 18 U.S.C. §§ 1460, 2256.

47 U.S.C. § 254.

Code of Virginia, 1950, as amended, §§ 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-70.2, and 22.1-78.

Cross Refs.:	EGAA	Reproduction and Use of Copyrighted Materials
	GBA/JHFA	Prohibition Against Harassment and Retaliation
	GCPD	Professional Staff Discipline
	GCQB	Staff Research and Publishing
	JFC	Student Conduct

STUDENT ABSENCES/EXCUSES/DISMISSALS

I. Student Attendance Policy

Student attendance is a cooperative effort and the School Board involves parents and students in accepting the responsibility for good attendance.

Each parent/guardian or person having control or charge of a child within the compulsory attendance age is responsible for such child's regular and punctual attendance at school as required under provisions of the law.

Parents of students who are absent must inform the school of the reason for the absence no later than upon the student's return to school. Absences are excused for the following reasons:

- for middle and high school students, one school day per school year to engage in a civic event
- Student illness
- Death in the family
- Legal appointments
- Religious holidays
- Prearranged absences that have been approved by the building principal

The superintendent, by regulation, establishes procedures for appropriate interventions when a student engages in a pattern of absences for less than a full day, the explanation of which, if it were a full-day absence, would not be an excused absence.

The superintendent's regulations include procedures for excusing students who are absent by reason of observance of a religious holiday. Such regulations ensure that a student is not deprived of any award or of eligibility or opportunity to compete for any award, or of the right to take an alternate test or examination, which the student missed by reason of such absence, if the absence is verified in an acceptable manner.

Students shall attend school for a full day unless excused by the principal or principal's designee.

High school students may spend a maximum of five school days each academic year participating in High School to Work Partnerships established pursuant to guidelines developed by the Board of Education. Students who miss a partial or full day of school while participating in Partnership programs are not counted as absent for the purposes of calculating average daily membership. The superintendent's regulations include procedures by which students may make up work missed while participating in a High School to Work Partnership.

An attendance officer, or a division superintendent or superintendent's designee when acting as an attendance officer pursuant to Va. Code § 22.1-258, may complete, sign, and file with the intake officer of the juvenile and domestic relations district court, on forms approved by the Supreme Court of Virginia, a petition for a violation of a school attendance order entered by the juvenile and domestic relations district court pursuant to Va. Code § 16.1-278.5 in response to the filing of a petition alleging the pupil is a child in need of supervision as defined in Va. Code § 16.1-228.

Nothing in this policy shall be construed to limit in any way the authority of any attendance officer or the division superintendent to seek immediate compliance with the compulsory school attendance law.

II. Compulsory Attendance Procedures

Whenever a student fails to report to school on a regularly scheduled school day and no information has been received by school personnel that the student's parent is aware of and supports the absence, or the parent provides a reason for the absence that is unacceptable to the school administration, the school principal, principal's designee, attendance officer or other school personnel or volunteer notifies the parent by phone, email or other electronic means to obtain an explanation. School staff records the student's absence for each day as "excused" or "unexcused". Early intervention with the student and parent or parents takes place for repeated unexcused absences.

A. Upon Fifth Absence Without Parental Awareness and Support

If (1) a pupil fails to report to school for a total of five scheduled school days for the school year, and (2) there is no indication that the pupil's parent is aware of and supports the absence; and (3) a reasonable effort to notify the parent has failed, then the principal or principal's designee makes a reasonable effort to ensure that direct contact is made with the parent in person, through telephone conversation, or through the use of other communication devices to obtain an explanation for the pupil's absence and to explain to the parent the consequences of continued nonattendance. The school principal or principal's designee, the pupil, and the pupil's parent shall jointly develop a plan to resolve the pupil's nonattendance. Such plan shall include documentation of the reasons for the pupil's nonattendance.

B. Upon Additional Absences Without Parental Awareness and Support

If the pupil is absent for more than one additional day after direct contact with the pupil's parent and school personnel have received no indication that the pupil's parent is

aware of and supports the pupil's absence, the school principal or principal's designee shall schedule a conference with the pupil, the pupil's parent and school personnel. Such conference may include the attendance officer and other community service providers to resolve issues related to the pupil's nonattendance. The conference shall be held no later than 10 school days after the tenth absence of the pupil, regardless of whether the student's parent approves of the conference. The conference team shall monitor the pupil's attendance and may meet again as necessary to address concerns and plan additional interventions if attendance does not improve. In circumstances in which the parent is intentionally noncompliant with compulsory attendance requirements or the pupil is resisting parental efforts to comply with compulsory attendance requirements, the principal or principal's designee shall make a referral to the attendance officer. The attendance officer shall schedule a conference with the pupil and pupil's parent within 10 school days and may (i) file a complaint with the juvenile and domestic relations district court alleging the pupil is a child in need of supervision as defined in Va. Code § 16.1-228 or (ii) institute proceedings against the parent pursuant to Va. Code § 18.2-371 or § 22.1-262. In filing a complaint against the student, the attendance officer shall provide written documentation of the efforts to comply with the provisions of this policy. In the event that both parents have been awarded joint physical custody pursuant to Va. Code § 20-124.2 and the school has received notice of such order, both parents shall be notified at the last known addresses of the parents.

III. Report for Suspension of Driver's License

In addition to any other actions taken pursuant to this policy, if a student who is under 18 years of age has 10 or more unexcused absences from school on consecutive school days, the principal may notify the juvenile and domestic relations court, which may take action to suspend the student's driver's license.

IV. Attendance Reporting

Student attendance is monitored and reported as required by state law and regulations. At the end of each school year, each public school principal reports to the superintendent the number of pupils by grade level for whom a conference was scheduled pursuant to Part II (B) above. The superintendent compiles this information and provides it annually to the Superintendent of Public Instruction.

V. Dismissal Precautions

Principals do not release a student during the school day to any person not authorized by the student's parent/guardian to assume responsibility for the pupil. Students are released only on request and authorization of parent or guardian. The superintendent establishes procedures for release of pupils who are not residing with or under the supervision of a

parent/guardian. The burden of proof on the authority of the person to receive the student is on the requesting party. A formal check-out system is maintained in each school.

Adopted: August 18, 1999

Revised: August 4, 2021

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-227.1, 22.1-254, 22.1-258, 22.1-260, 22.1-279.3, 46.2-323, 46.2-334.01, and 54.1-3900.

8 VAC 20-730-10.

8 VAC 20-730-20.

Cross Refs.: IGAJ Driver Education
 JFC Student Conduct

STUDENT CONDUCT

Generally

The GREENE COUNTY School Board establishes expectations for student conduct so that public education is conducted in an atmosphere free of disruption and threat to persons or property and supportive of individual rights.

In addition to the types of conduct prohibited below, the superintendent issues Standards of Student Conduct and a list of possible actions for violations of those Standards.

This Policy and the Standards of Student Conduct apply to all GREENE COUNTY school students. They are enforced when the student's conduct occurs when the student is

- On school property.
- Traveling to school or from school.
- Traveling to, at, and from bus stops.
- In School Board vehicles.
- In attendance at any school-sponsored activity.
- Off school property if the conduct disrupts the learning environment.

The School Board and superintendent biennially review the model student conduct code developed by the Virginia Board of Education to incorporate into policy and the Standards of Student Conduct a range of discipline options and alternatives to preserve a safe and non-disruptive environment for effective learning and teaching.

Parental Involvement and Responsibility

Each parent of a student enrolled in GREENE COUNTY schools has a duty to assist in enforcing this policy, the Standards of Student Conduct and compulsory school attendance in order that education may be conducted in an atmosphere free of disruption and threat to persons or property and supportive of individual rights. This policy, the Standards of Student Conduct, a notice of the requirements of Va. Code § 22.1-279.3, and a copy of the compulsory school attendance law is sent to all parents within one calendar month of the opening of schools simultaneously with any other materials customarily distributed at that time. A statement for the parent's signature acknowledging the receipt of this policy, the Standards of Student Conduct, the requirements of Va. Code § 22.1-279.3 and the compulsory school attendance law is also sent. Parents are notified that by signing the statement of receipt, they are not deemed to waive, but expressly reserve, their rights protected by the constitution or laws of the United States or Virginia. Each school maintains records of the signed statements.

The school principal may request the student's parent or parents, if both have legal and physical custody, to meet with the principal or principal's designee to review this policy, the Standards of Student Conduct and the parent's or parents' responsibility to participate with the school in disciplining the student and maintaining order, to ensure the student's compliance with compulsory school attendance law and to discuss improvement of the child's behavior, school attendance and educational progress.

The school principal may notify the parents of any student who violates a School Board policy, the Standards of Student Conduct, or the compulsory school attendance requirements when such violation could result in the student's suspension or the filing of a court petition, whether or not the school administration has imposed such disciplinary action or filed such a petition. The notice shall state (1) the date and particulars of the violation; (2) the obligation of the parent to take actions to assist the school in improving the student's behavior and ensuring compliance with compulsory school attendance; (3) that, if the student is suspended, the parent may be required to accompany the student to meet with school officials; and (4) that a petition with the juvenile and domestic relations court may be filed under certain circumstances to declare the student a child in need of supervision.

The principal or principal's designee notifies the parent of any student involved in an incident required to be reported to the superintendent and Virginia Board of Education as described in Policy CLA Reporting Acts of Violence and Substance Abuse.

If a parent fails to comply with the requirements of this Policy, the School Board may ask the Juvenile and Domestic Relations Court to proceed against the parent in accordance with the requirements of the Code of Virginia.

A parent, guardian or other person having control or charge of a student is notified in writing of any disciplinary action taken with regard to any incident upon which an adjudication of delinquency or conviction for an offense listed in Va. Code § 16.1-260.G was based and the reasons therefor. The parent or guardian is also notified of the parent or guardian's right to review, and to request an amendment of, the student's scholastic record, in accordance with regulations of the Board of Education governing the management of scholastic records.

Prevention, Intervention, and Treatment Activities and Programs

Any student involved in a reportable drug or violent incident, as described in Policy CLA Reporting Acts of Violence and Substance Abuse, participates in prevention and intervention activities deemed appropriate by the superintendent or superintendent's designee. Further, any student who has been found to be in possession of or under the influence of drugs or alcohol on school property or at a school sponsored activity may be required to (1) undergo evaluation for drug or alcohol abuse and (2) participate in a drug and/or alcohol treatment program if recommended by the evaluator and if the parent consents.

Prohibited Conduct

The following conduct is prohibited. Students engaging in such conduct are subject to disciplinary action.

Bullying and Use of Electronic Means for Bullying

Bullying is prohibited. "Bullying" means any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. "Bullying" includes cyber bullying. "Bullying" does not include ordinary teasing, horseplay, argument or peer conflict.

Gang Activity

Gang activity, as defined in Policy JFCE Gang Activity or Association, is prohibited.

Harassment

As provided in Policy JFHA/GBA Prohibition Against Harassment and Retaliation, students are prohibited from harassing other students, school staff, volunteers, student teachers or any other person present in school facilities or at school functions.

Hazing

Hazing is prohibited.

Hazing means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily harm on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity.

Intentional Injury of Others

Students are prohibited from intentionally injuring others.

Self-defense

Whether a student acted in self-defense is considered when the student's conduct is evaluated for disciplinary action.

Threats: Intimidation

Students are prohibited from making any verbal, written or physical threat of bodily injury to another person.

Trespassing

Students, including students who have been suspended or expelled, are subject to disciplinary action for trespassing on school property

Use and/or Possession of Alcohol, Tobacco Products, Nicotine Vapor Products, Anabolic Steroids, and Other Drugs

Students are prohibited from possessing, using, or distributing any of the restricted substances listed below on school property, on school buses or during school activities, on or off school property.

Students are prohibited from attempting to possess, use, consume, procure and/or purchase, any of the restricted substances listed below or what is represented by or to the student to be any of the restricted substances listed below or what the student believes is any of the restricted substances listed below.

Students are prohibited from being under the influence of any of the restricted substances listed below, regardless of whether the student's condition amounts to legal intoxication.

Restricted substances include but are not limited to alcohol, tobacco products as defined in Policy JFCH Tobacco Products and Nicotine Vapor Products, nicotine vapor products as defined in Policy JFCH Tobacco Products and Nicotine Vapor Products,

inhalant products, and other controlled substances defined in the Drug Control Act, Chapter 15.1 of Title 54 of the Code of Virginia, such as anabolic steroids, stimulants, depressants, hallucinogens, marijuana, imitation and look-alike drugs, drug paraphernalia and any prescription or non-prescription drug possessed in violation of School Board policy.

In addition to any other consequences which may result, a student who is a member of a school athletic team will be ineligible for two school years to compete in interscholastic athletic competition if the school principal and the superintendent determine that the student used anabolic steroids during the training period immediately preceding or during the sport season of the athletic team, unless such steroid was prescribed by a licensed physician for a medical condition.

Use of Profane or Obscene Language and Conduct

Students are prohibited from using profane or obscene language or engaging in profane or obscene conduct.

Vandalism

Students are prohibited from vandalizing school property and the property of any School Board staff member or any other person.

The School Board may recover damages sustained because of the willful or malicious destruction or, or damage to, public property pursuant to Policy ECAB Vandalism.

Adopted: July 12, 2000

Revised: August 4, 2021

Legal Refs.: Code of Virginia, 1950, as amended, §§16.1-260, 18.2-56, 18.2-308.1, 18.2-308.7, 22.1-23.3, 22.1-78, 22.1-200.1, 22.1-253.13:7.C.3; 22.1-254, 22.1-276.3, 22.1-277, 22.1-277.08, 22.1-277.2, 22.1-279.1, 22.1-279.3, 22.1-279.3:1, 22.1-279.6, 22.1-288.2.

Model Guidance for Positive and Preventive Code of Student Conduct Policy and
Alternatives to Suspension, Virginia Board of Education January 2019.

Cross Refs.:	CLA	Reporting Acts of Violence and Substance Abuse
	EBB	Threat Assessment Teams
	ECAB	Vandalism
	IIBEA/GAB	Acceptable Computer System Use
	JFCE	Gang Activity or Association
	JFCF	Drugs in School
	JFG	Search and Seizure
	JFHA/GBA	Prohibition Against Harassment and Retaliation
	JGA	Corporal Punishment
	JGD/JGE	Student Suspension/Expulsion
	JGDA	Disciplining Students with Disabilities
	JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury
	JN	Student Fees, Fines and Charges

The principal shall ensure that students removed from class under this policy continue to receive an education in accordance with School Board policies.

Application of this policy to students with disabilities shall be consistent with federal and state law and regulations as well as School Board policy regarding students with disabilities.

Teacher deficiencies in classroom management shall be addressed in teacher evaluations pursuant to Policy GCN Evaluation of Professional Staff.

This policy does not limit or restrict the ability of School Board employees to apply other policies, regulations, or laws for maintaining order in the classroom.

Adopted: June 10, 1998

Revised: August 4, 2021

Legal Ref: Code of Virginia, 1950, as amended, §§ 22.1-276.01, 22.1-276.2.

Cross Refs:	GCN	Evaluation of Professional Staff
	JFC	Student Conduct
	JGDA	Disciplining Students with Disabilities
	JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury
	JGD/JGE	Student Suspension/Expulsion

DRUGS IN SCHOOL

I. Generally

No person may manufacture, sell or distribute or possess with intent to sell, give or distribute any controlled substance or imitation controlled substance while

- on the property, including building or grounds, of any public school;
- on public property or any property open to public use within 1,000 feet of the property, including building or grounds, of any public school;
- on any school bus; or
- at any designated school bus stop or any property open to public use within 1,000 feet of such school bus stop during the time when school children are waiting to be picked up and transported to or are being dropped off from school or a school sponsored activity.

A. Expulsion

A student who is determined to have brought a controlled substance or imitation controlled substance onto school property or to a school-sponsored activity may be expelled in accordance with Policy JGD/JGE Student Suspension/Expulsion. The superintendent may determine, based on the facts of the particular case, that special circumstances exist and another form of discipline is appropriate. Any such disciplinary action shall be taken in accordance with Article 3 of Chapter 14 of Title 22.1 of the Code of Virginia.

B. Prevention and Intervention

Any student who violates this policy shall participate in the prevention and intervention activities identified in GREENE COUNTY school division's drug and violence prevention plan.

The School Board may require any student who is in possession of or under the influence of drugs at school or school-sponsored activities to: (1) undergo evaluation for drug abuse and (2) participate in a drug treatment program if recommended by the evaluator and if the student's parent consents.

C. Required Reporting to Parents and Local Law Enforcement

The Principal shall report a violation of this policy to parents and local law enforcement as required by Policy CLA Reporting Acts of Violence and Substance Abuse.

II. Students with Disabilities

- A. Students with disabilities are subject to the provisions of Section I of this policy and may be disciplined to the same extent as a nondisabled student provided the manifestation review committee determines that the violation was not a manifestation of the student's

disability. The provisions of Policy JGDA Disciplining Students with Disabilities will be followed in addition to the regular disciplinary procedures.

- B. Additional authority to remove a student with a disability from school for a drug violation.
1. In addition to the authority granted in subsection A above, a student with a disability may be removed without parent consent and assigned to an interim alternative education program by school personnel for not more than forty-five (45) school days when the student knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function under the jurisdiction of a state or local educational agency. This option is available regardless of whether a manifestation exists. The removal should not be in excess of any removal imposed on a student without a disability for the same offense.
 2. For purposes of this forty-five (45) school day removal, "illegal drugs" and "controlled substance" are defined as follows:
 - a. Controlled substance means a drug or other substance identified under schedules I, II, III, IV, or V in § 202(c) of the Controlled Substances Act at 21 U.S.C. § 812(c).
 - b. Illegal drug means a controlled substance, but does not include a controlled substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.

Adopted: July 12, 2000

Revised: August 4, 2021

Legal Refs: 20 U.S.C. § 1415.
21 U.S.C. § 812.

Code of Virginia, 1950, as amended, §§ 18.2-247, 18.2-250, 18.2-250.1, 18.2-255.2, 22.1-277.08.

8 VAC 20-81-10.

Cross Refs:	CLA	Reporting Acts of Violence and Substance Abuse
	JGD/JGE	Student Suspension/Expulsion
	JFC	Student Conduct
	JGDA	Disciplining Students with Disabilities

SUBSTANCE ABUSE – DRUGS AND ALCOHOL

All students must have an orientation (commensurate with their level of understanding) of the procedures and penalties regarding substance abuse in the Greene County Public Schools. Additionally, excerpts of the information in this administrative regulation will appear in the Student Code of Conduct.

Definitions:

The following words, when and wherever used in this regulation, will have the following definitions:

1. **Drugs:** Any and all substance, which are classified as “scheduled” or “controlled” substances by the Code of Virginia, 1950, as amended, and to expressly include anabolic steroids, prescription medication for which a student has no legitimate prescription, alcohol in any form, and any other substance such as “Liquid Paper”, cough syrup, over-the-counter preparation, look-a-likes, or other materials when used, distributed or undoubtedly possessed for the purpose of intoxication by inhalation or ingestion. In addition, any substance which is distributed as though it were a “drug” as herein defined, even if analysis shows that it is not, will also be deemed a “drug” for purposes of this policy. This also includes the intent to purchase and/or distribute drugs as herein defined. If the principal has reasonable suspicion to believe that a student is guilty of possessing, using, selling, or distributing drugs, alcoholic beverages or a controlled substance or that the student’s behavior, without benefit of any tests, is clearly consistent with being under the influence of any drugs, to expressly include alcohol, as herein above defined, he/she will immediately contact law enforcement personnel and seek their advice for subsequent action. In addition, he/she has the responsibility of informing the parent or guardian.
2. **Distribution:** The act of attempted act of passing a “drug”, as herein above defined, from one person to another, including, but not limited to, sale, attempted sale, gift, attempted gift, purchase, and attempted purchase, whether or not the facts and circumstances clearly establish a “hand-to-hand” transfer.

Student Possession or Use of Controlled Substances on School Property or during School-Sponsored Activities:

- A. When a student is found to have controlled substance or look-alikes (or drug paraphernalia) in his/her possession and/or use the same on school property or during a school-sponsored event, the following actions will be taken if this possession is a **FIRST OFFENSE**.
 - a. The principal will be notified immediately.
 - b. The principal will notify the Superintendent. The Superintendent will notify the School Board.
 - c. The principal will contact the parent(s) or guardian.
 - d. The principal will notify the sheriff’s department. This behavior will warrant a minimum out of school suspension of ten (10) days.

- e. The student will be referred through the parent(s) or guardian for a substance abuse assessment. The student will be allowed to return to school after:
 - i. The assessment is completed and
 - ii. Verification by the assessing individual or agency has been provided to the principal or assistant principal.If the assessment is not completed within ten (10) days, the case is referred to the Discipline Committee.
 - f. The student will not be allowed to attend or participate in any extra-curricular activities. If the student fails to comply with the recommendations of (A)(e) above, the principal or assistant principal may reinstate social probation for a period of time established by that principal.
 - g. If it is determined that the student is in possession of a controlled substance with the intent to distribute, the student will be referred to the School Board with a recommendation for expulsion. The student will be suspended until the School Board meets.
 - h. The school may follow additional guidelines for disciplinary action.
- B. When a student is found to have a controlled substance in his/her possession and/or use the same on school property or during a school sponsored event, the following actions will be taken if this possession is a **SECOND OFFENSE**.
- a. The principal will be notified.
 - b. The principal will notify the Superintendent. The Superintendent will notify the School Board.
 - c. The principal will contact the parent(s) or guardian.
 - d. The principal will contact the sheriff's office.
 - e. The student will be referred to the School Board with a recommendation for expulsion.
 - f. The student will be suspended from school until the School Board meets.
 - g. If the student is in treatment, the treatment provider will be notified immediately.

Student Use or Suspicion of Use of Controlled Substances Prior to coming onto school property or attending school-sponsored events

In the event of use or suspicion of use of alcohol or controlled substances prior to coming onto school property or to participating in a school-sponsored event, the following actions will be taken if this use or suspicion of use is a:

FIRST OFFENSE

1. The principal will be notified
2. The principal will notify the Superintendent. The Superintendent will notify the School Board.
3. In the event of suspicion, if use is not founded, the matter is dropped, and no further action is taken. If use is founded the following actions will be taken.
4. The principal will contact the parent(s) or guardian. This behavior will warrant a minimum out of school suspension of ten (10) days.

- a. The student will be referred through the parent(s) or guardian for a substance abuse assessment. The student will be allowed to return to school after:
 - b. The assessment is completed and
 - c. Verification by the assessing individual or agency has been provided to the principal or assistant principal. If the assessment is not complete within ten (10) days, the case is referred to the Discipline Committee.
5. The student will not be allowed to attend or participate in any extra-curricular activities for nine weeks. If the student fails to comply with the recommendations of (A)(e) above, the principal or assistant principal may reinstate social probation for a period of time established by that principal.
 6. The school may follow additional guidelines for disciplinary action.

In the event of use or suspicion of use of alcohol or other controlled substance prior to coming onto school property or to participating in a school sponsored event, the following actions will be taken, if this use or suspicion of use is a:

SECOND OFFENSE

1. The principal will be notified.
2. The principal will notify the Superintendent. The Superintendent will notify the School Board.
3. In the event of suspicion, if use is not founded, the matter is dropped, and no further action is taken. If use is founded, the following actions are taken:
4. The principal will contact the parents.
5. The student will be suspended from school until the next School Board meeting.
6. The student will be referred to the School Board with a recommendation for expulsion.
7. If the student is in treatment, the treatment provider will be notified immediately.

Adopted: July 14, 2004

STUDENT SUSPENSION/EXPULSION

I. DEFINITIONS

As used in this Policy,

“Alternative education program” shall include night school, adult education or another education program designed to offer instruction to students for whom the regular program of instruction may be inappropriate.

“Destructive device” means (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or other similar device; (2) any weapon, except a shotgun or a shotgun shell generally recognized as particularly suitable for sporting purposes, by whatever name known that will, or may be readily converted to, expel a projectile by the action of an explosive or other propellant, and that has any barrel with a bore of more than one-half inch in diameter that is homemade or was not made by a duly licensed weapon manufacturer, any fully automatic firearm, any sawed-off shotgun or sawed-off rifle as defined in Va. Code § 18.2-299 or any firearm prohibited from civilian ownership by federal law; and (3) any combination of parts either designed or intended for use in converting any device into any destructive device described herein and from which a destructive device may be readily assembled. “Destructive device” does not include any device that is not designed or redesigned for use as a weapon, or any device originally designed for use as a weapon and that is redesigned for use as a signaling, pyrotechnic, line-throwing, safety, or other similar device, nor shall it include any antique firearm as defined in subsection G of Va. Code § 18.2-308.2:2.

“Disruptive behavior” means a violation of school board policies or the Standards of Student Conduct issued by the superintendent pursuant to Policy JFC Student Conduct that interrupts or obstructs the learning environment.

“Exclusion” means a Virginia school board’s denial of school admission to a student who has been expelled or has been placed on a long-term suspension of more than thirty calendar days by another school board or a private school, either in Virginia or another state, or for whom admission has been withdrawn by a private school in Virginia or another state.

“Expulsion” means any disciplinary action imposed by a school board or a committee thereof, as provided in school board policy, whereby a student is not permitted to attend school within the school division and is ineligible for readmission for 365 calendar days after the date of the expulsion.

“Firearm” means (1) any weapon, including a starter gun, that will, or is designed or may readily be converted to, expel single or multiple projectiles by the action of an explosion of a combustible material; (2) the frame or receiver of any such weapon; or (3) any unloaded firearm in a closed container. “Firearm” does not include any pneumatic gun as defined in this Policy.

“Long-term suspension” means any disciplinary action whereby a student is not permitted to attend school for more 11 to 45 school days.

“One year” means 365 calendar days as required in federal regulations.

“Pneumatic gun” means any implement, designed as a gun, that will expel a BB or a pellet by action of pneumatic pressure. “Pneumatic gun” includes a paintball gun that expels by action of pneumatic pressure plastic balls filled with paint for the purpose of marking the point of impact.

“School Board Disciplinary Committee or Disciplinary Committee” means a committee composed of at least three members of the GREENE COUNTY School Board.

“School property” means any real property owned or leased by the School Board or any vehicle owned or leased by the School Board or operated by or on behalf of the School Board.

“Short-term suspension” means any disciplinary action whereby a student is not permitted to attend school for a period not to exceed ten school days.

In Sections III, IV, VI, and VIII of this Policy, “superintendent’s designee” means a 1) trained hearing officer or 2) professional employee in the administrative offices of the school division who reports directly to the superintendent and who is not a school-based instructional or administrative employee.

II. SUSPENSIONS AND EXPULSIONS OF STUDENTS GENERALLY

Pupils may be suspended or expelled from attendance at school for sufficient cause; however, in no case may sufficient cause for suspension include only instances of truancy.

Except as provided in subsection C of Va. Code § 22.1-277 or Va. Code §§ 22.1-277.07 or 22.1-277.08, no student in preschool through grade three is suspended for more than three school days or expelled from attendance at school, unless (i) the offense involves physical harm or credible threat of physical harm to others or (ii) the School Board or the superintendent or superintendent’s designee finds that aggravating circumstances exist, as defined by the Virginia Department of Education.

Any student for whom the superintendent has received a report pursuant to Va. Code § 16.1-305.1 of an adjudication of delinquency or a conviction for an offense listed in subsection G of Va. Code § 16.1-260 may be suspended or expelled from school attendance.

The authority of teachers to remove students from their classes in certain instances of disruptive behavior shall not be interpreted to affect the operation of this Policy.

The superintendent is responsible for creating procedures to ensure that suspended students are able to access and complete graded work during and after the suspension.

III. SHORT-TERM SUSPENSIONS

A pupil may be suspended for not more than ten school days by either the school any assistant principal, or, in their absence, any teacher. The principal, assistant principal or teacher may suspend the pupil after giving the pupil oral or written notice of the charges against him and, if he denies them, an explanation of the facts as known to school personnel and an opportunity to present his version of what occurred. In the case of any pupil whose presence poses a continuing danger to persons or property, or whose presence is an ongoing threat of disruption, the pupil may be removed from school immediately and the notice, explanation of facts and opportunity to present his version shall be given as soon as is practical thereafter.

Upon suspension of any pupil, the principal, assistant principal or teacher responsible for such suspension reports the facts of the case in writing to the superintendent or superintendent's designee and the parent of the pupil suspended. The superintendent or superintendent's designee reviews forthwith the action taken by the principal, assistant principal or teacher upon a petition for such review by any party in interest and confirms or disapproves such action based on an examination of the record of the pupil's behavior.

The decision of the superintendent or superintendent's designee is final and may not be appealed.

Any oral or written notice to the parent of a student who is suspended from school attendance for not more than ten days includes notification of the length of the suspension, information regarding the availability of community-based educational programs, alternative education programs or other educational options and of the student's right to return to regular school attendance upon the expiration of the suspension. The costs of any community-based educational program, or alternative education program or educational option, which is not a part of the educational program offered by the school division, are borne by the parent of the student.

IV. LONG-TERM SUSPENSION

A pupil may be suspended from attendance at school for 11 to 45 school days after written notice is provided to the pupil and the pupil's parent of the proposed action and the reasons therefor and of the right to a hearing before the superintendent or superintendent's designee. The decision of the superintendent or superintendent's designee may be appealed to the full School Board. Such appeal will be decided by the School Board within thirty days.

The written notice of a suspension for 11 to 45 school days includes notification of the length of the suspension and provides information concerning the availability of community-based educational, alternative education or intervention programs. Such notice also states that the student is eligible to return to regular school attendance upon the expiration of the suspension or to attend an appropriate alternative education program approved by the School Board during or upon the expiration of the suspension. The costs of any community-based educational, alternative education, or intervention program that is not a part of the educational program offered by the school division that the student may attend during his suspension is borne by the parent of the student.

A long-term suspension may extend beyond a 45-school-day period but shall not exceed 364 calendar days if (i) the offense is one described in Va. Code §§ 22.1-277.07 or 22.1-277.08

or involves serious bodily injury or (ii) a committee of the School Board or the division superintendent or superintendent's designee finds that aggravating circumstances exist, as defined by the Virginia Department of Education.

Nothing herein shall be construed to prohibit the School Board from permitting or requiring students suspended pursuant to this section to attend an alternative education program provided by the School Board for the term of such suspension.

V. EXPULSION

A. Generally

Pupils may be expelled from attendance at school after written notice to the pupil and the pupil's parent of the proposed action and the reasons therefor and of the right to a hearing before the School Board Disciplinary Committee.

The School Board Disciplinary Committee may confirm or disapprove the expulsion of a student. If the Committee's decision is not unanimous, the pupil or the pupil's parent may appeal the Committee's decision to the full School Board. Such appeal is decided by the School Board within 30 days.

The Committee confirms or disapproves of proposed expulsions regardless of whether the pupil has exercised the right to a hearing.

The written notice given to the pupil and the pupil's parent includes notification of the length of the expulsion and provides information concerning the availability of community-based educational, training, and intervention programs. The notice states whether or not the student is eligible to return to regular school attendance, or to attend an appropriate alternative education program approved by the School Board, or an adult education program offered by the school division, during or upon the expiration of the expulsion, and the terms or conditions of such readmission. The costs of any community-based educational, training, or intervention program that is not a part of the educational program offered by the school division that the student may attend during the expulsion is borne by the parent of the student.

Nothing in this section shall be construed to prohibit the School Board from permitting or requiring students expelled pursuant to this Policy to attend an alternative education program provided by the School Board for the term of such expulsion.

If the School Board determines that the student is ineligible to return to regular school attendance or to attend during the expulsion an alternative education program or an adult education program in the school division, the written notice also advises the parent of such student that the student may petition the School Board for readmission to be effective one calendar year from the date of the expulsion, and of the conditions, if any, under which readmission may be granted.

Such students may apply and reapply for readmission to school in accordance with the following schedule:

The student who has been expelled from school by the School Board may file a written petition for readmission with the superintendent no less than 300 and no more than 320 days after the effective date of the expulsion. The School Board will consider and act upon such a petition prior to the expiration of 365 days from the effective date of the expulsion. If the petition is denied, subsequent petitions for readmission may be filed a year later unless a different time period is set by the School Board when ruling on the initial petition for readmission.

B. Conduct Giving Rise to Expulsion

Recommendations for expulsions for actions other than those specified below are based on consideration of the following factors:

- the nature and seriousness of the conduct;
- the degree of danger to the school community;
- the student's disciplinary history, including the seriousness and number of previous infractions;
- the appropriateness and availability of an alternative education placement or program;
- the student's age and grade level;
- the results of any mental health, substance abuse or special education assessments;
- the student's attendance and academic records; and
- other appropriate matters.

No decision to expel a student shall be reversed on the grounds that such factors were not considered. Nothing in this subsection precludes the School Board from considering any of the factors listed above as "special circumstances" for purposes of expulsions discussed in the following subsections.

Firearms, Destructive Devices and Pneumatic Guns

The School Board shall expel from school attendance for a period of not less than one year any student whom the School Board has determined to have possessed a firearm on school property or at a school-sponsored activity as prohibited by Va. Code § 18.2-308.1, or to have possessed a firearm or destructive device as defined in this Policy, a firearm muffler or firearm silencer, or a pneumatic gun as defined in this Policy on school property or at a school-sponsored activity. A school administrator or the School Board may, however, determine, based on the facts of a particular situation, that special circumstances exist and no disciplinary action or another disciplinary action or another term of expulsion is appropriate. The School Board may promulgate guidelines for determining what constitutes special circumstances. In addition, the School Board authorizes the superintendent or superintendent's designee to conduct a preliminary review of such cases to determine whether a disciplinary action other than expulsion is appropriate. Nothing in this section shall be construed to require a student's expulsion regardless of the facts of the particular situation.

The exemptions set out in Va. Code § 18.2-308 regarding concealed weapons apply, *mutatis mutandis*, to the provisions of this Policy. The provisions of this section do not apply to students who possess such firearm or firearms or pneumatic guns as a part of the curriculum or

other programs sponsored by the schools in the school division or any organization permitted to use school premises.

Drug Offenses

The School Board shall expel from school attendance any student whom the School Board has determined to have brought a controlled substance or imitation controlled substance as those terms are defined in Va. Code § 18.2-247 onto school property or to a school-sponsored activity. The School Board may, however, determine, based on the facts of the particular case, that special circumstances exist and another disciplinary action is appropriate. In addition, the School Board authorizes the superintendent or the superintendent's designee to conduct a preliminary review of such cases to determine whether a disciplinary action other than expulsion is appropriate. Nothing in this section shall be construed to require a student's expulsion regardless of the facts of the particular situation.

C. Procedure for School Board Disciplinary Committee Hearing

The procedure for the Disciplinary Committee hearing is as follows:

- The Disciplinary Committee determines the propriety of attendance at the hearing of persons not having a direct interest in the hearing. The hearing is private unless otherwise specified by the Disciplinary Committee.
- The Disciplinary Committee may ask for opening statements from the principal or principal's representative and the student or student's parent(s) (or their representative) and, at the discretion of the Disciplinary Committee, may allow closing statements.
- The parties then present their evidence. Because the principal has the ultimate burden of proof, he presents his evidence first. Witnesses may be questioned by the Disciplinary Committee members and by the parties (or their representative). The Disciplinary Committee may, at its discretion, vary this procedure, but it shall afford full opportunity to both parties for presentation of any material or relevant evidence and shall afford the parties the right of cross-examination provided, however, that the Disciplinary Committee may take the testimony of student witnesses outside the presence of the student, the student's parent(s) and their representative if the Disciplinary Committee determines, in its discretion, that such action is necessary to protect the student witness.
- The parties shall produce such additional evidence as the Disciplinary Committee may deem necessary. The Disciplinary Committee is the judge of the relevancy and materiality of the evidence.
- Exhibits offered by the parties may be received in evidence by the Disciplinary Committee and, when so received, are marked and made part of the record.
- The Disciplinary Committee may, by majority vote, uphold, reject or alter the recommendations.
- The Disciplinary Committee transmits its decision, including the reasons therefor, to the student, the student's parent(s), the principal and superintendent.

Following the decision of the Disciplinary Committee or upon expiration of the appeal period, the student's parent(s) or guardian is provided with written notice which includes the following:

- the terms or conditions of re-admission, if any;

- the duration of expulsion;
- a statement declaring whether the student is eligible to return to school or attend an appropriate alternative education program approved by the School Board or an adult education program offered by the division during or after the expulsion. If neither option applies, a statement that the student may petition the School Board for readmission after one calendar year from the date of his expulsion; and
- the availability of community-based educational, training and intervention programs.

The student or student's parent(s) may appeal the Disciplinary Committee's decision to the full School Board only if the decision of the Disciplinary Committee is not unanimous. Otherwise the decision of the Disciplinary Committee is final.

The appeal to the full School Board must be in writing and must be filed with the superintendent within 5 calendar days of the Committee's decision. Failure to file a written appeal within the specified time constitutes a waiver of the right to an appeal. The full School Board decides the appeal upon the record of the case within thirty (30) calendar days of the request for an appeal and communicates its decision in writing to the student and the student's parent, guardian or other person having control or charge of the student. Such written notice includes any changes in: (1) the duration of the suspension or expulsion; (2) the availability of community-based educational, training, and intervention programs; and/or (3) eligibility to return to school or attend an alternative education program. No statements, witnesses or evidence may be presented at this appeal unless specifically requested by the Chair of the Board.

VI. ALTERNATIVE EDUCATION PROGRAM

The School Board may require any student who has been

- charged with an offense relating to the laws of Virginia, or with a violation of School Board policies, on weapons, alcohol, or drugs, or intentional injury to another person, or with an offense that is required to be disclosed to the superintendent pursuant to Va. Code § 16.1-260.G;
- found guilty or not innocent of an offense relating to Virginia's laws on weapons, alcohol, or drugs, or of a crime that resulted in or could have resulted in injury to others, or of an offense that is required to be disclosed to the superintendent pursuant to Va. Code § 16.1-260.G.;
- found to have committed a serious offense or repeated offenses in violation of School Board policies;
- suspended pursuant to Va. Code § 22.1-277.05; or
- expelled pursuant to Va. Code § 22.1-277.06, 22.1-277.07, or 22.1-277.08 or subsection C of Va. Code § 22.1-277,

to attend an alternative education program.

The School Board may require such student to attend such programs regardless of where the conduct occurred.

The School Board may require any student who has been found to have been in possession of, or under the influence of, drugs or alcohol on a school bus, on school property, or at a school-sponsored activity in violation of School Board policies, to undergo evaluation for drug or alcohol abuse, or both, and, if recommended by the evaluator and with the consent of the student's parent, to participate in a treatment program.

The School Board authorizes the superintendent or superintendent's designee to require students to attend an alternative education program consistent with the provisions of this section after (i) written notice to the student and the student's parent that the student will be required to attend an alternative education program and (ii) notice of the opportunity for the student or the student's parent to participate in a hearing to be conducted by the superintendent or the superintendent's designee

regarding such placement. If the student or parent wants to participate in a hearing regarding the placement, the student or parent must notify the superintendent or superintendent's designee within 5 days of receiving the written notice of the student's assignment to the alternative education program. The decision of the superintendent or superintendent's designee regarding such alternative education placement is final unless altered by the Board upon written petition by the student or student's parent for a review of the record by the School Board. Such petition must be received by the superintendent or superintendent's designee within 5 days after receiving written notice of the decision after the hearing.

A principal or principal's designee may impose a short-term suspension, pursuant to Va. Code § 22.1-277.04, upon a student who has been charged with an offense involving intentional injury enumerated in Va. Code § 16.1-260.G, to another student in the same school pending a decision as to whether to require that such student attend an alternative education program.

As used in this section, "charged" means that a petition or warrant has been filed or is pending against a pupil.

VII. REPORTING

- A. Except as may otherwise be required by federal law, regulation, or jurisprudence, reports are made to the superintendent and to the principal or principal's designee on all incidents involving
- (1) the assault, or assault and battery, without bodily injury, of any person on a school bus, on school property or at a school-sponsored activity;
 - (2) the assault and battery which results in a bodily injury, sexual assault, death, shooting, stabbing, cutting, or wounding of any person, abduction of any person as described in Va. Code § 18.2-47 or Va. Code § 18.2-48, or stalking of any person as described by Va. Code § 18.2-60.3, on a school bus, on school property or at a school-sponsored activity;
 - (3) any conduct involving alcohol, marijuana, a controlled substance, imitation controlled substance, or an anabolic steroid on a school bus, on school property or at a school-sponsored activity, including the theft or attempted theft of student prescription medications;

- (4) any threats against school personnel while on a school bus, on school property or at a school-sponsored activity;
 - (5) the illegal carrying of a firearm as defined in Va. Code § 22.1-277.07 onto school property;
 - (6) any illegal conduct involving firebombs, explosive materials or devices or hoax explosive devices, as defined in Va. Code § 18.2-85, or explosive or incendiary devices, as defined in Va. Code § 18.2-433.1, or chemical bombs, as described in Va. Code § 18.2-87.1, on a school bus, on school property or at a school sponsored activity;
 - (7) any threats or false threats to bomb, as described in Va. Code § 18.2-83, made against school personnel or involving school property or school buses;
 - (8) the arrest of any student for an incident occurring on a school bus, on school property or at a school-sponsored activity, including the charge therefor and
 - (9) any illegal possession of weapons, alcohol, drugs or tobacco products.
- B. The superintendent and the principal or principal's designee may receive reports made by local law enforcement authorities on offenses, wherever committed, by students enrolled at the school if the offense would be a felony if committed by an adult or would be a violation of the Drug Control Act, Va. Code § 54.1-3400 et seq., and occurred on a school bus, on school property, or at a school-sponsored activity, or would be an adult misdemeanor involving any incidents described in the clauses (1) through (8) of subsection VII.A. of this Policy, and whether the student is released to the custody of the student's parent or, if 18 years of age or more, is released on bond. A superintendent who receives notification that a juvenile has committed an act that would be a crime if committed by an adult pursuant to subsection G of Va. Code § 16.1-260 reports such information to the principal of the school in which the juvenile is enrolled.
- C. The principal or principal's designee submits a report of all incidents required to be reported pursuant to subsection VII.A.(1-8) of this Policy to the superintendent. The superintendent annually reports all such incidents to the Department of Education.
- In submitting reports of such incidents, principals and superintendents accurately indicate any offenses, arrests, or charges as recorded by law-enforcement authorities and required to be reported by such authorities pursuant to subsection VII.B. of this Policy.
- D. The principal or principal's designee also notifies the parent of any student involved in an incident required by this subsection to be reported, regardless of whether disciplinary action is taken against such student or the nature of the disciplinary action. Such notice relates to only the relevant student's involvement and does not include information concerning other students.
- E. Whenever any student commits any reportable incident as set forth in this subsection, such student shall be required to participate in such prevention and intervention activities as deemed appropriate by the superintendent or superintendent's designee.
- F. Except as may otherwise be required by federal law, regulation, or jurisprudence, a principal immediately reports to the local law-enforcement agency any act enumerated in clauses (2) through (7) of subsection VII.A. of this Policy that may constitute a felony offense and may

report to the local law enforcement agency any incident described in clause (1) of subsection VII.A. of this Policy.

In addition, except as may be prohibited by federal law, regulation, or jurisprudence, the principal also immediately reports any act enumerated in clauses (2) through (5) of subsection VII.A of this Policy that may constitute a criminal offense to the parents of any minor student who is the specific object of such act. Further, the principal reports whether the incident has been reported to local law enforcement pursuant to this subsection and if the incident is so reported, that the parents may contact local law enforcement for further information, if they so desire.

- G. For purposes of this section, "parent" or "parents" means any parent, guardian or other person having control or charge of a child.

VIII. RE-ADMISSION OF SUSPENDED AND/OR EXPELLED STUDENTS

Any student who has been suspended from a school of this division is not eligible to attend any other school within the division until eligible to return to the student's regular school.

Any student who has been expelled or suspended for more than thirty days from attendance at school by a school board or a private school in this Commonwealth or in another state or for whom admission has been withdrawn by a private school in this Commonwealth or in another state may be excluded from attendance in the GREENE COUNTY Schools, in accordance with Policy JEC School Admission. In the case of a suspension of more than thirty days, the term of the exclusion may not exceed the duration of such suspension.

In excluding any such expelled student from school attendance, the GREENE COUNTY School Board may accept or waive any or all of any conditions for readmission imposed upon such student by the expelling school board pursuant to Va. Code § 22.1-277.06. The School Board shall not impose additional conditions for readmission to school.

No suspended student is admitted to the regular school program until such student and the student's parent have met with school officials to discuss improvement of the student's behavior, unless the school principal or principal's designee determines that re-admission, without parent conference, is appropriate for the student.

If the parent fails to comply with this Policy or Policy JEC School Admission, the School Board may ask the Juvenile and Domestic Relations Court to proceed against the parent for willful and unreasonable refusal to participate in efforts to improve the student's behavior.

Upon the expiration of the exclusion period for an expulsion or a withdrawal of admission, which period shall be established by the School Board Disciplinary Committee or superintendent or superintendent's designee, as the case may be at the relevant hearing, the student may re-petition the School Board for admission. If the petition for admission is rejected, the School Board shall identify the length of the continuing exclusion period and the subsequent date upon which such student may re-petition the School Board for admission.

The School Board may permit students excluded pursuant to this subsection to attend an alternative education program provided by the School Board for the term of such exclusion.

IX. DISCIPLINING STUDENTS WITH DISABILITIES

Students with disabilities are disciplined in accordance with Policy JGDA Disciplining Students with Disabilities.

Adopted: April 9, 2009
Revised: August 4, 2021

Legal Refs.: 20 U.S.C. § 7961.

Code of Virginia, 1950, as amended, §§ 15.2-915.4, 16.1-260, 18.2-119, 18.2-308.1, 18.2-308.7, 18.2-308.2:2, 22.1-200.1, 22.1-254, 22.1-276.01, 22.1-276.2, 22.1-277, 22.1-277.04, 22.1-277.05, 22.1-277.06, 22.1-277.07, 22.1-277.07:1, 22.1-277.08, 22.1-277.2, 22.1-277.2:1, 22.1-279.3:1.

8 VAC 20-560-10.

Cross Refs.: BCEA	Disciplinary Committee
IGBH	Alternative School Programs
JEC	School Admission
JFC	Student Conduct
JFCD	Weapons in School
JGDA	Disciplining Students with Disabilities
JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury
KG	Community Use of School Facilities

DISCIPLINING STUDENTS WITH DISABILITIES

Students with disabilities, who violate the student code of conduct, or engage in conduct for which they may be disciplined, will be disciplined in accordance with this policy. Additionally, the regular disciplinary procedures must be followed. School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability as a result of discipline.

I. Long-Term Suspensions, Expulsions or Short-Term Suspensions Which Constitute a Pattern are Long Term Removals and Considered a Disciplinary Change in Placement

For the purpose of removing students with disabilities from their current educational placements, a disciplinary change in placement occurs when:

- (1) the removal is for more than 10 consecutive school days at a time; or
- (2) Pattern analysis: there is a series of removals during the school year, each of which is for 10 days or less and they cumulate to more than 10 days in a school year and constitute a pattern because of:
 - (a) the length of each removal,
 - (b) the proximity of the removals to each other,
 - (c) the total time the student is removed, and
 - (d) the child's behavior is substantially similar to the child's behavior in the series of removals for previous incidents in the school year.
- (e) The pattern analysis determination is made and documented by the administration.

If the disciplinary action will result in a long term removal, the student's parents must be sent notice of the recommendation of discipline the same day as the decision is made for the disciplinary change in placement and must be provided with a copy of the procedural safeguards. The procedures outlined in Section IV must also be followed.

A parent may request a due process hearing to challenge the pattern analysis determination. For any disciplinary change in placement, a Manifestation Determination Review ("MDR") must be held and the Individualized Education Program (IEP) team must meet to determine the educational services to be provided during the long-term removal.

II. Short-Term Suspensions

A short-term suspension is a suspension of 10 consecutive days or less at a time.

School authorities may remove a student with a disability from the student's current educational setting for 10 school days cumulative in a school year to the extent that such removals would be applied to students without disabilities and for additional short-term

suspensions during the school year provided no pattern exists. Short term suspensions which constitute a pattern will be handled through long term removal procedures.

No MDR or IEP meeting is required for a short term removal, although an IEP meeting may be held if needed. Educational services are provided for each day of removal after the first ten days of removal in a school year. Educational services should also be provided during the first ten days of removal if services are provided to a student without disabilities in the same circumstances.

III. Functional Behavior Assessments and Behavior Intervention Plans

If the MDR team members determine that a manifestation exists, the IEP team must:

- conduct a Functional Behavioral Assessment (FBA) and implement a Behavioral Intervention Plan (BIP), if no FBA was conducted previously; or,
- if the student already has an FBA and a BIP in place, review and modify the BIP, as necessary to address the behavior.

If a manifestation is found, the school division and the parent may still agree to a change in placement made through the IEP process. Without this agreement, the student must return to the placement from which the student was removed. Nothing in this section limits the authority of the school division for the first ten days of removal in a school year or for applicable forty-five school day removals.

If the MDR team members determine that there is no manifestation, then the IEP team should decide whether there is a need to conduct or review an FBA and BIP.

IV. Educational Services While Disciplined

For the first 10 days of removal in a school year, the School Board is not required to provide educational services to the student with a disability if services are not provided to students without disabilities who have been similarly removed.

After the first 10 days of removal in a school year, the School Board shall provide educational services to the student during the period of removal. The services must enable the student to:

- 1) continue to progress in the general curriculum, although in another setting, and
- 2) make progress toward meeting the goals set out in the student's IEP.

The determination of the educational services is made by the IEP team if the discipline constitutes a change in placement. For a short term removal which is not a change in placement, the determination of the education services is made by school personnel in consultation with the student's special education teacher.

V. Manifestation Determination Review

When a disciplinary action is proposed that will result in a disciplinary change of placement, an MDR shall be conducted within 10 school days after the date on which the decision to take disciplinary action is made. This review shall be conducted by the Manifestation Team which consists of a local educational agency representative, the parent(s) and relevant members of the IEP team (as determined by the parent and the school division).

The Manifestation Team may determine that the behavior of the student was not a manifestation of such child's disability only if the Team:

- 1) considers all relevant information in the student's file, including the student's IEP, any teacher observations, and any relevant information supplied by the parents; and
- 2) determines that:
 - (a) the conduct in question was not caused by, or did not have a direct and substantial relationship to, the student's disability; and
 - (b) the conduct in question was not the direct result of the school division's failure to implement the IEP.

VI. Disciplinary Action Following an MDR Determination that there is No Manifestation

If the behavior is not a manifestation of the student's disability, the disciplinary procedures will be applied in the same manner as applied to students without disabilities. The student must continue to receive the educational services necessary to enable the student to continue to participate in the general curriculum, although in another setting, and to progress toward meeting the goals set out in the student's IEP. In addition, the special education and disciplinary records of the student must be made available to the person who makes the final decision regarding the imposition of discipline.

A parent may request an expedited due process hearing if the parent disagrees with the determination that the behavior was not a manifestation of the student's disability or if the parent disagrees with any decision regarding the placement of the student while

disciplined. During any appeal, the student will remain in the interim alternative education setting unless reversed by decision of the hearing officer; provided, however, the student may still serve the balance of any applicable forty-five school day removal. The placement may also be changed through the IEP process with the consent of the parent.

VII. Disciplinary Action Following MDR Determination that there is a Manifestation

A student with a disability whose behavior is determined to be a manifestation of the student's disability may not be disciplined except to the extent a removal is otherwise permitted by law. The student may be removed to a more restrictive placement by following change in placement procedures through the IEP process. The IEP team must conduct or review an FBA and/or BIP as provided in Section III.

VIII. Interim Alternative Educational Settings for Weapons, Drugs and Infliction of Serious Bodily Injury

Students with disabilities 1) who carry or possess a weapon to or at school, or on school premises, or to or at a school function under the jurisdiction of a state or local educational agency; 2) who knowingly possess or use illegal drugs or sell or solicit the sale of a controlled substance, while at school, on school premises, or at a school function under the jurisdiction of a state or local educational agency; or 3) who inflict serious bodily injury upon another person at school, on school premises, or at a school function under the jurisdiction of a state or local educational agency may be disciplined pursuant to Policies JFCD Weapons in School, JFCF Drugs in School or JGDB Discipline of Students with Disabilities for Infliction of Serious Bodily Injury and may be placed in an interim alternative educational setting for up to forty-five school days. These options are available even if a manifestation exists. If no manifestation is found, the student may be disciplined to the extent a student without disabilities would be disciplined.

Weapons, controlled substance and serious bodily injury have the meaning given under state regulations in 8 VAC 20-81-10.

Any interim alternative educational setting shall be selected, by the IEP team, so as to enable the student to continue to progress in the general curriculum, although in another setting, and to progress toward meeting the goals set out in the student's IEP. The student must also receive, as appropriate, an FBA, behavioral intervention services and modifications designed to address the behavior so it does not recur.

IX. Change of Placement by Hearing Officer

In addition to the other options for removal, a hearing officer through an expedited due process hearing requested by the school division, may order a change in the placement for a student with a disability to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the hearing officer determines that maintaining the current placement of such student is substantially likely to result in injury to the student or others. Additional forty-five (45) school day removals may be authorized by the hearing officer as appropriate.

X. Placement During Appeals

During the course of any appeals, the student's placement shall be in accordance with the provisions of state and federal law unless the parent and the school division agree otherwise. Students with disabilities are also entitled to the due process rights available to a non-disabled student who is subject to discipline. In addition, students with disabilities are entitled to the due process procedures available under the Individuals with Disabilities Education Act, as amended, and any state procedures.

XI. Students Not Yet Identified as Disabled

Students for whom the parents assert there is a disability but who have not yet been identified as disabled may be subjected to the same measures applied to students without disabilities if the school division did not have knowledge of the disability before the behavior that precipitated the disciplinary action occurred. A school division will be found to have knowledge of the student's disability if, before the behavior that precipitated the disciplinary action occurred, one of the following occurred:

- (1) the parent expressed concern in writing to supervisory or administrative personnel of the school division, or to a teacher of the student, that the student is in need of special education and related services; or
- (2) the parent requested an evaluation of the student for special education eligibility; or
- (3) the student's teacher or other school personnel expressed specific concerns about a pattern of behavior demonstrated by the student directly to the director of special education or to other supervisory personnel of the school division that suggests the presence of a disability.

A school division would not be found to have knowledge of a student's disability if:

- (1) the parents refused to allow an evaluation of the student or refused special education services; or
- (2) the student was evaluated and found not eligible for special education services.

If a request for an initial evaluation is made during the period a student is subject to disciplinary measures, the evaluation shall be conducted in an expedited manner. If the student is found eligible as a child with a disability, taking into consideration information from the evaluation conducted by the school division and information provided by the parents, then the student must be provided special education and related services, although in another setting. Pending the results of the evaluation, the student shall remain in the educational placement determined by the school authorities which placement can include suspension or expulsion without services.

XII. Disciplining Certain Section 504 Students Who Violate Alcohol and Drug Policies

Students who are identified as disabled solely under Section 504 of the Rehabilitation Act, and who are currently engaging in the illegal use of drugs or alcohol, may be disciplined for violating the division's alcohol and drug policies to the same extent as non-disabled students. The student is not entitled to a due process hearing under special education procedures in this circumstance but does retain the protections afforded to regular education students.

XIII. Reporting of Crimes

Nothing in these procedures prevents the reporting of a crime to appropriate authorities or prevents state law enforcement and judicial authorities from exercising their responsibilities.

Adopted: July 12, 2000

Revised: August 4, 2021

Legal Refs.: 20 U.S.C. § 1415.

29 U.S.C. § 705.

34 C.F.R. 300.530-300.536.

Code of Virginia, 1950, as amended, § 22.1-279.6.

8 VAC 20-81-160.

Cross Ref.:	JFC	Student Code of Conduct
	JFCD	Weapons in School
	JFCF	Drugs in School
	JGD/JGE	Student Suspensions/Expulsions
	JGDB	Discipline of Students with Disabilities for Infliction of Serious Bodily Injury

BULLYING

1. **Purpose**

The School Board of Greene County, Virginia, is committed to protecting its students, employees, and applicants for admission from bullying, harassment, or discrimination for any reason and of any type. The School Board believes that all students and employees are entitled to a safe, equitable, and harassment-free school experience. Bullying, harassment, or discrimination will not be tolerated and shall be just cause for disciplinary action.

2. **Definitions**

A. “Bullying” means systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees.

Bullying may involve, but is not limited to:

- 1) Verbal:** Hurtful name-calling, teasing, gossiping, making threats, making rude noises, or spreading hurtful rumors.
- 2) Nonverbal:** Posturing, making gang signs, leering, staring, stalking, destroying property, using graffiti or graphic images, or exhibiting inappropriate and/or threatening gestures or actions.
- 3) Physical:** Hitting, punching, pushing, shoving, kicking, tripping, strangling, hair pulling, fighting, beating, biting, spitting, or destroying property.
- 4) Emotional (psychosocial):** Rejecting, terrorizing, extorting, defaming, humiliating, blackmailing, manipulating friendships, isolating, ostracizing, using peer pressure, or rating or ranking personal characteristics.
- 5) General.** Hazing, taunting, teasing, confinement, assault, demands for money, extortion, theft of valued possessions, ridicule, slurs, jokes, innuendos, demeaning comments, and ostracism.

It is further defined as any unwanted and repeated purposeful gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e.; internet, cell phone or wireless handheld device) that is reasonably perceived as being motivated either by any actual or perceived characteristic, such as race, ethnicity, color, religion, ancestry, national origin, gender, sex, sexual orientation, gender identity and expression, marital status, socio-economic background, social/family background, linguistic preference political beliefs, or a mental physical, or sensory disability, difference, or impairment; or by any other distinguishing characteristic or because of one’s association with a particular person or group of persons.

Bullying involves actions that are carried out repeatedly; or are sufficiently severe and persistent or pervasive; or are systematically and chronically abusive.

Bullying occurs when the actions:

- 1) create an intimidating, hostile, threatening, abusing, or offensive educational or work environment;
- 2) cause long term damage;
- 3) cause discomfort or humiliation;
- 4) unreasonably interfere with the individual's school performance or participation;
- 5) place the individual in reasonable fear of harm or damage to a person's property; or,
- 6) have the effect of substantial, negative impact on the person's emotional or mental well-being.

B. "Cyber bullying" is defined as the willful and repeated harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, texting on cell phones, social websites (e.g., MySpace, Facebook, Twitter, etc.), chat rooms, "sexting", instant messaging, or video voyeurism.

C. "Cyber stalking" means to engage in a course of conduct to communicate or cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at or about a specific person, causing substantial emotional distress to that person and serving no legitimate purpose.

D. "Prohibited Harassment" includes, but is not limited to, oral, written, psychological, physical (both climate and contact), and other demonstrative actions with regard to race, creed, ethnic origin, religious preference, gender, disability, or sexual orientation that is harassing.

E. "Accused" is defined as any District employee, consultant, contractor, agent, visitor, volunteer, student, or other person in the school or outside the school at school-sponsored events, on school buses, and at training facilities or training programs sponsored by the District who is reported to have committed an act of bullying, whether formally or informally, verbally or in writing, of bullying.

F. "Complainant" is defined as any individual who has a complaint or concern.

G. "Victim" is defined as any District employee, consultant, contractor, agent, visitor, volunteer, student, or other person in the school or outside the school at school sponsored events, on school buses and at training facilities or training programs sponsored by the District, who is reported to have been the target of an act of bullying during any educational program or activity conducted by GCPS.

3 **Expectations**

The Board expects students and staff to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities with a proper regard for the

rights and welfare of other students and school staff, the educational purpose underlying all school activities, and the care of school facilities and equipment.

The Board believes that standards for student behavior must be set cooperatively through interaction among the students, parents and guardians, staff and community members, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for the school and community property.

Since bystander support of bullying can support these behaviors, GCPS prohibits both active and passive support for acts of harassment or bullying. The staff should encourage students to support students who walk away from these acts when they see them, constructively attempt to stop them, or report them to the designated authority.

The school district upholds that bullying of any student or employee is prohibited:

- A. During an education program or activity;
- B. During any school-related or school-sponsored program or activity;
- C. On a school bus or going to and from school;
- D. Through the use of data or computer software that is accessed through a computer, computer system or computer network; or
- E. Any instance that occurs outside of school but causes a disruption during the school day.

4. **Procedures to Address Bullying**

The following actions will be taken when bullying is reported:

A. **Investigate** - Upon receipt of any report of bullying, schools will direct an immediate investigation involving appropriate personnel. The investigation should begin no later than the following school day. The investigation shall include interviewing the alleged perpetrator(s) and victim(s), identified witnesses, teacher(s) and staff members and reviewing video surveillance if available. School Resource Officer, school counselors, school psychologist and/or other support staff should be utilized for their expertise as determined by the circumstances of the matter.

B. **Notify** - At an appropriate time during or after the investigation, parents/guardians of the accused and the victim must be notified. If the incident involves an injury or similar situation, appropriate medical attention should be provided and the parent/guardian should be notified immediately.

C. **Concluding the Investigation** – Absent extenuating circumstances, the investigation should be completed within ten school days from the date of the report; however, the principal or designee shall take additional time if necessary to complete a thorough

evaluation. The principal or designee shall prepare a written report of the investigation, including a determination of whether bullying occurred, and send a copy to the Office of Student Achievement and Accountability for data collection and reporting purposes.

D. Discipline - Upon confirming that bullying has occurred, the accused student should be given an age-appropriate consequence which shall include, at minimum and without limitation, disciplinary action or counseling, as appropriate under the circumstances. The principal shall convene the school's Intervention Team (IT) for the purpose of developing a plan of action/interventions for the victim and/or perpetrator, even if the investigation concludes that the conduct did not rise to the level of bullying under this policy.

E. Follow Up - Follow up is important to the accused and the victim. Implement a planned method to provide after-care and follow up. Reiterate to all the previously stated prohibition on retaliation.

5. **Confidentiality**

To the greatest extent possible, GCPS shall respect the privacy of the complainants, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation.

6. **Appeals Process**

If the Intervention Team and administrator determine that no bullying occurred, the employee or student who was allegedly subjected to harassment may appeal this finding to the Superintendent or designee within 5 calendar days of receiving the decision.

Adopted: February 8, 2012

ADMINISTERING MEDICINES TO STUDENTS

Self-Care and Self-Administration of Medication

Each enrolled student who is diagnosed with diabetes, with parental consent and written approval from the prescriber, is permitted to

- carry with him and use supplies, including a reasonable and appropriate short-term supply of carbohydrates, an insulin pump, and equipment for immediate treatment of high and low blood glucose levels, and
- self-check his own blood glucose levels on school buses, on school property, and at school-sponsored activities.

A School Board employee, as defined in Va. Code § 22.1-274.E, who is a registered nurse, licensed practical nurse, or certified nurse aide and who has been trained in the administration of insulin, including the use and insertion of insulin pumps, and the administration of glucagon may assist a student who is diagnosed with diabetes and who carries an insulin pump with the insertion or reinsertion of the pump or any of its parts. Prescriber authorization and parental consent shall be obtained for any such employee to assist with the insertion or reinsertion of the pump or any of its parts. Nothing in this policy requires any employee to assist with the insertion or reinsertion of the pump or any of its parts.

Self-Administration of Asthma Medications and Auto-Injectable Epinephrine

Students with a diagnosis of asthma or anaphylaxis, or both, are permitted to possess and self-administer inhaled asthma medications or auto-injectable epinephrine, or both, as the case may be, in accordance with this policy during the school day, at school-sponsored activities, or while on a school bus or other school property. A student may possess and self-administer asthma medication, or auto-injectable epinephrine, or both, when the following conditions are met:

- Written parental consent that the student may self-administer inhaled asthma medications or auto-injectable epinephrine, or both, is on file with the school.
- Written notice from the student's health care provider is on file with the school, indicating the identity of the student, stating the diagnosis of asthma or anaphylaxis, or both, and approving self-administration of inhaled asthma medications or auto-injectable epinephrine, or both, that have been prescribed for the student; specifying the name and dosage of the medication, the frequency in which it is to be administered and the circumstances which may warrant its use; and attesting to the student's demonstrated ability to safely and effectively self-administer the medication.
- An individualized health care plan is prepared, including emergency procedures for any life-threatening conditions.
- There is a consultation with the student's parent before any limitations or restrictions are imposed on a student's possession and self-administration of inhaled asthma medications and auto-injectable epinephrine, and before the permission to possess and self-administer inhaled asthma medications and auto-injectable epinephrine at any point during the school year is revoked.
- Self-administration of inhaled asthma medications and auto-injectable epinephrine is consistent with the purposes of the Virginia School Health Guidelines and the

- Guidelines for Specialized Health Care Procedure Manual, which are jointly issued by the Virginia Department of Education and the Virginia Department of Health.
- Information regarding the health condition of the student may be disclosed to school board employees in accordance with state and federal law governing the disclosure of information contained in student scholastic records.

Permission granted to a student to possess and self-administer asthma medications or auto-injectable epinephrine, or both, will be effective for a period of 365 calendar days, and must be renewed annually. However, a student's right to possess and self-administer inhaled asthma medication or auto-injectable epinephrine, or both, may be limited or revoked after appropriate school personnel consult with the student's parents.

Epinephrine

Pursuant to an order or standing protocol issued by the prescriber within the course of his professional practice, any school nurse, School Board employee, employee of a local appropriating body or employee of a local health department who is authorized by a prescriber and trained in the administration of epinephrine may possess epinephrine and administer it to any student believed to be having an anaphylactic reaction.

Albuterol Inhalers

Albuterol inhalers and valved holding chambers are stocked in each school in the division to be administered by any school nurse, employee of the School Board, employee of a local appropriating body, or employee of a local health department who is authorized by the local health director and trained in the administration of albuterol inhalers and valved holding chambers for any student believed in good faith to be in need of such medication.

Regulation

The superintendent shall develop a regulation for administration of medicines to students. The regulation shall include provisions for the handling, storage, monitoring, documentation and disposal of medication.

Adopted: July 12, 2000

Revised: August 4, 2021

Legal Refs.: Code of Virginia, as amended, §§ 22.1-78, 22.1-274, 22.1-274.01:1, 22.1-274.2, 54.1-2952.2, 54.1-2957.02, 54.1-3408.

Cross Refs.:	EBBA	Emergency First Aid, CPR and AED Certified Personnel
	JHCE	Recommendation of Medication by School Personnel
	JO	Student Records

STUDENT TRANSCRIPTS

Generally

Secondary school transcripts contain information as specified by the Virginia Board of Education.

Test Record

The superintendent is responsible for establishing a procedure by which parents, guardians or others with legal control of a student can elect in writing to have the student's test record excluded from the student transcript. The test record includes at least the highest score earned, if applicable, on college performance-related standardized tests such as SAT and ACT, excluding Standards of Learning (SOL) test scores.

High School Credit-Bearing Courses Taken in Middle School

For any high school credit-bearing course taken in middle school, parents may request that grades be omitted from the student's transcript and the student not earn high school credit for the course. The superintendent specifies, by regulation, the deadline and procedure for making such a request. Notice of this provision is provided to parents.

Adopted: May 10, 2017

Revised: August 4, 2021

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-16, 22.1-23.3, 22.1-253.13:3.

8 VAC 20-131-90.

8 VAC 20-160-30.

Cross Refs.: JO

Student Records

ACCEPTANCE OF ELECTRONIC SIGNATURES AND RECORDS

Policy Statement

Electronic or digital signatures can take many forms and can be created using many different types of technology. The authenticity and reliability of electronic signatures relating to transactions are dependent on the accompanying processes, supplemental records and the overall context in which records are created, transferred, and signed. The GREENE COUNTY School Board adopts the following policy with respect to the use of electronic records and signatures in connection with its communications with parents, guardians, or other persons having control over a child enrolled in this division.

Definitions

“Attribution” – An electronic record or electronic signature is attributable to a person if it was the act of the person. The act of the person may be shown in any manner, including a showing of the efficacy of any security procedure applied to determine the person to which the electronic record or electronic signature was attributable.

“Electronic Signature”- An electronic sound, symbol or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record.

“Electronic Record” – Any record created, generated, sent, communicated, received or stored by electronic means.

Applicability

This policy applies to parents, guardians, and other persons having control or charge of a child enrolled in the division; and also to individuals affiliated with the division, whether paid or unpaid, including but not limited to teachers, administrators, staff, students, affiliates, and volunteers.

Electronic Records

Electronic records created or received by the division shall be appropriately attributed to the individual(s) responsible for their creation and/or authorization or approval. The division shall utilize available technology to implement reliable methods for generating and managing

electronic records. Any electronic record filed with or issued by the division may be given full force and effect of a paper communication if the following conditions are satisfied:

1. The communication is an electronic filing or recording and the GREENE COUNTY School Board agrees to accept or send such communication electronically; and
2. If a signature is required on the record or communication by any statute, rule or other applicable law or School Board policy, the electronic signature must conform to the requirements set forth in this policy governing the use of electronic signatures.

Electronic Signatures

An electronic signature may be used if the law requires a signature unless there is a specific statute, regulation, or policy that requires records to be signed in non- electronic form. The issuance and/or acceptance of an electronic signature by the School Board may be permitted in accordance with the provisions of this policy and all applicable state and federal law. If permitted, such electronic signature shall have the full force and effect of a manual signature only if the electronic signature satisfies all of the following requirements:

1. The electronic signature identifies the individual signing the document by the individual's name and title;
2. The identity of the individual signing with an electronic signature is capable of being validated through the use of an audit trail;
3. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been affixed;
4. The electronic signature conforms to all other provisions of this policy.

Acceptance, Use and Issuance of Electronic Records and Signatures

The School Board shall maintain an electronic recordkeeping system that can receive, store, and reproduce electronic records and signatures relating to communications and transactions in their original form. Such system should include security procedures whereby the School Board can (a) verify the attribution of a signature to a specific individual, (b) detect

changes or errors in the information contained in a record submitted electronically, (c) protect and prevent access, alteration, manipulation or use by an unauthorized person, and (d) provide for nonrepudiation through strong and substantial evidence that will make it difficult for the signer to claim that the electronic representation is not valid.

The School Board shall ensure that all electronic records and signatures are capable of being accurately reproduced for later reference and retained until such time as all legally mandated retention requirements are satisfied.

The School Board shall maintain a secure hard copy log of the PIN/password or actual signature of any individual authorized to provide an electronic signature in connection with School Board business.

The School Board may receive and accept as original, electronic records and signatures so long as the communication, on its face, appears to be authentic.

Adopted: July 10, 2013

Revised: August 4, 2021

Legal Ref.: Code of Virginia, 1950, as amended, § 22.1-79.3, 59.1-479 et seq.

Cross Ref.: JO Student Records

ACCEPTABLE COMPUTER SYSTEM USE

The School Board provides a computer system, including the internet, to promote educational excellence by facilitating resource sharing, innovation and communication. The term computer system includes, but is not limited to, hardware, software, data, communication lines and devices, terminals, display devices, printers, CD, DVD and other media devices, tape or flash drives, storage devices, servers, mainframe and personal computers, tablets, laptops, telephones, cameras, projectors, multimedia devices, workstations, the internet and other electronic services and internal or external networks. This includes any device that may be connected to or used to connect to the school division's network or electronically stored division material.

All use of the division's computer system must be (1) in support of education and/or research, or (2) for legitimate school business. Use of the computer system is a privilege, not a right. Inappropriate use may result in cancellation of those privileges, disciplinary action, and/or legal action. Any communication or material generated using the computer system, including electronic mail, social media posts, instant or text messages, tweets, and other files, including communications and materials deleted from a user's account, may be monitored, read, and/or archived by division staff.

This policy applies to all users of the division's computer system. By using or accessing the computer system, the user agrees to abide by this policy and the Technology Use Guidelines established by the superintendent.

The superintendent is responsible for establishing Technology Use Guidelines, containing the appropriate uses, ethics and protocols for use of the computer system. The superintendent is also responsible for reviewing and updating, as necessary, the Guidelines at least every two years. It is the user's responsibility to know and follow this policy and the Technology Use Guidelines.

The Guidelines include:

- (1) a prohibition against use of the division's computer equipment and communications services for sending, receiving, viewing or downloading illegal material via the internet;
- (2) provisions, including the selection and operation of a technology protection measure for the division's computers having internet access to filter or block internet access through such computers, that seek to prevent access to:
 - a. child pornography as set out in Va. Code § 18.2-374.1:1 or as defined in 18 U.S.C. § 2256;
 - b. obscenity as defined by Va. Code § 18.2-372 or 18 U.S.C. § 1460; and
 - c. material that the school division deems to be harmful to juveniles as defined in Va. Code § 18.2-390, material that is harmful to minors as defined in 47 U.S.C. § 254(h)(7)(G), and material that is otherwise inappropriate for minors;

- (3) provisions establishing that the technology protection measure is enforced during any use of the division's computers;
- (4) provisions establishing that all usage of the computer system may be monitored;
- (5) provisions designed to educate students and employees about appropriate online behavior, including interacting with students and other individuals on social networking websites, blogs, in chat rooms, and cyberbullying awareness and response;
- (6) provisions designed to prevent unauthorized online access by minors, including "hacking" and other unlawful online activities;
- (7) provisions requiring every user to protect the security of information necessary to access the computer system, such as usernames and passwords, and prohibiting the sharing of passwords;
- (8) provisions prohibiting the unauthorized disclosure, use, and dissemination of photographs and/or personal information of or regarding minors; and
- (9) a component of internet safety for students that is integrated in the division's instructional program.

Use of the school division's computer system must be consistent with the educational or instructional mission or administrative function of the division as well as the varied instructional needs, learning styles, abilities and developmental levels of students.

The division's computer system is not a public forum.

Users of the division's computer system have no expectation of privacy for use of the division's resources or electronic devices including non-division owned devices while connected to division networks or computer resources.

Software and/or services may not be installed or downloaded on the division's computer system without the prior approval of the superintendent or superintendent's designee.

The failure of any user to follow the terms of this policy or the Technology Use Guidelines may result in loss of computer system privileges, disciplinary action, and/or appropriate legal action.

The School Board is not responsible for any information that may be lost, damaged or unavailable when using the computer system or for any information retrieved via the internet.

Furthermore, the School Board is not responsible for any unauthorized charges or fees resulting from access to the computer system.

The School Board reviews and amends, if necessary, this policy every two years.

Adopted: April 13, 2005

Revised: August 4, 2021

Legal Refs: 18 U.S.C. §§ 1460, 2256.

47 U.S.C. § 254.

Code of Virginia, 1950, as amended, §§ 18.2-372, 18.2-374.1:1, 18.2-390, 22.1-70.2, and 22.1-78.

Cross Refs.:	EGAA	Reproduction and Use of Copyrighted Materials
	GBA/JHFA	Prohibition Against Harassment and Retaliation
	GCPD	Professional Staff Discipline
	GCQB	Staff Research and Publishing
	JFC	Student Conduct

BookPolicy Manual SectionSection K:
School-Community Relations
Title: School Visitors
CodeKK
StatusActive
AdoptedAugust 6, 1998
Last RevisedApril 14, 2021
Prior Revised Dates8/8/2018

SCHOOL VISITORS

Generally

Visitors are welcome in the schools as long as their presence is not disruptive. Upon arriving at a school, all visitors must report to the administrative office. Potential visitors, including parents, who are registered sex offenders, should consult Policy KN Sex Offender and Crimes Against Minors Registry Information before arriving at school property or school sponsored activities. The school division expects mutual respect, civility and orderly conduct from all individuals on school property and at school events. Unauthorized persons, including suspended and expelled students, will be requested to leave school grounds by the building administrator. Unauthorized persons who fail to leave the school grounds or school activity as requested will be considered trespassers. The School Board authorizes the superintendent to take all necessary actions regarding the safety, order and preservation of the educational environment on School Board property or at school division sponsored activities. Law enforcement may be called to enforce this policy.

Anyone, including students, who enters a school at nighttime without the consent of an authorized person except to attend an approved meeting or service or who enters or remains on any school property, including school buses, in violation of (i) any direction to vacate the property by an authorized individual or (ii) any posted notice which contains such information, posted at a place where it reasonably may be seen may be prosecuted.

Parents

Parents are encouraged to visit the schools on scheduled days for conferences with teachers, assemblies, PTA meetings, volunteer service and other school programs. Noncustodial parents are not denied, solely on the basis of their noncustodial status, the opportunity to participate in any of the student's school or day care activities in which such participation is supported or encouraged by the policies of the School Board.

Board Members

Periodically, Board members may visit schools within the division. The purpose of these visits is to assist in fulfilling their responsibilities and increase understanding of actual educational practices. School Board members follow the same procedures applicable to all other visitors when visiting a school.

Legal

Code of Virginia, 1950, as amended, §§ 18.2-128; 18.2-415, 22.1-4.3, 22.1-79.

Cross References

DJG - Vendor Relations

ECA - Inventory and Reporting of Loss or Damage

IGBC - Parent and Family Engagement

KGB - Public Conduct on School Property

KN - Sex Offender Registry Notification

KNA - Violent Sex Offenders on School Property

KP - Parental Rights and Responsibilities

TOBACCO PRODUCTS AND NICOTINE VAPOR PRODUCTS

Generally

Students are prohibited from possessing any tobacco product or nicotine vapor product on a school bus, on school property, or at an on-site or off-site school sponsored activity.

In addition, the use or distribution of any tobacco product or nicotine vapor product, on a school bus, on school property, or at an on-site or off-site school-sponsored activity is prohibited.

The superintendent is responsible for developing a regulation which contains

- provisions for the enforcement of this policy among students, employees, and visitors, including the enumeration of possible sanctions or disciplinary actions, and
- referrals to resources to help staff and students overcome tobacco addiction.

Definitions

"Nicotine vapor product" means any noncombustible product containing nicotine that employs a heating element, power source, electronic circuit, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from nicotine in a solution or other form. "Nicotine vapor product" includes any electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device and any cartridge or other container of nicotine in a solution or other form that is intended to be used with or in an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, or similar product or device. "Nicotine vapor product" does not include any product regulated by the FDA under Chapter V (21 U.S.C. § 351 et seq.) of the Federal Food, Drug, and Cosmetic Act.

"Tobacco product" means any product made of tobacco and includes cigarettes, cigars, smokeless tobacco, pipe tobacco, bidis, and wrappings. "Tobacco product" does not include any nicotine vapor product, alternative nicotine product, or product that is regulated by the FDA under Chapter V (21 U.S.C. § 351 et seq.) of the Federal Food, Drug, and Cosmetic Act.

Adopted: March 14, 2001
Revised: August 14, 2019

Legal Refs.: 20 U.S.C. §§ 6083, 7183.

Code of Virginia, 1950, as amended, § 18.2-371.2, 22.1-79.5, 22.1-279.6.

Cross Refs.:	CLA	Reporting Acts of Violence and Substance Abuse
	GBEC/KGC	Tobacco Products and Nicotine Vapor Products
	JFC-R	Standards of Student Conduct
	KG	Community Use of School Facilities
	KGB	Public Conduct on School Property

Allergy Management Information for Parents and Students Of Greene County Public Schools:

Within our school community there are individuals who have potentially life threatening allergies to food(s).

Eating or having contact with food allergens can lead to a life-threatening reaction called anaphylaxis. Signs of anaphylaxis include; hives, difficulty breathing, vomiting and diarrhea, swelling of the lips, mouth, and throat, itching and sneezing, loss of consciousness, and death due to shock.

Allergy safe zones will be available, as an option, for students with food allergies, during meal times at school.

You can help staff and the school by taking advantage of opportunities to learn more about food allergies, and by helping your child understand the foods they freely enjoy can be dangerous to others.

Here are a few suggestions for you as a parent:

- Never take food allergies lightly; they can be serious and life-threatening
- Ask your child's friends what they are allergic to and help them avoid it.
- Tell your child, "do not share food or eating utensils."
- Talk with your child about the need for hand washing, with soap and water, after eating. This is an essential step in preventing accidental exposure.

We do not have a ban on any food(s) within Greene County Public Schools. Employees and students can pack any food they choose for their lunch and snacks. We do ask that only prepackaged foods, that have the ingredients clearly labeled, be sent in for classroom celebrations, class projects, after school activities, or any activity where food is brought in for a group.

If you have any questions, please contact your child's school nurse. Thank you!

School Buses

Transportation: Greene County Public Schools offer transportation by school bus to and from each school. If your child will be riding the bus to and from school, please provide the office with the following information: the bus number and physical address to the stop. The bus number information and pick up/ drop off times can be obtained by calling our Transportation Department at 434-939-9000 or looking online at <http://greenecounty.va.schoolwebpages.com/>

These regulations apply to all students who ride Greene County Public School buses to and from school, on fieldtrips, and on extracurricular trips. Parents/Guardians and students are required to read this information and sign the *Acknowledgement Form* in this handbook.

ON THE BUS

The bus is considered school property and students shall follow all rules and policies as recorded in the school handbook

The bus driver is the authority on the bus, obey them and be courteous – the driver has the authority to assign seats to maintain order and promote safety

Any student who damages or defaces the vehicle, will be responsible for any costs of required parts, repairs, and labor to repair the vehicle

Students should go directly to their seat and remain seated unless directed to do otherwise by the driver

Students shall speak appropriately – no profanity, yelling, inappropriate conversations or talking to the driver unless it is an emergency

Students are not to tamper with emergency exits, fight with other students, extend body parts outside of the bus, throw objects, have unsafe objects or glass containers, or cause any disturbance to distract the bus driver from safely driving the bus

Avoid bringing oversized objects on the bus that could block the aisles or exits

Glass items and balloons are PROHIBITED

Drugs, Alcohol, Tobacco, and Weapons are PROHIBITED

Students may use electronic devices, but the driver has the authority to prohibit them if they become a distraction or safety issue

When it is time to exit the bus, please remain seated until it comes to a complete stop and leave in an safe and orderly manner

GENERAL INFORMATION

Parents/Guardians are “strongly” encouraged to accompany elementary age students to and from the bus stop

Please arrive at the bus stop at least 5 minutes before regular pick up time; buses will not wait on students

When waiting at the “bus stop”, it is considered school property, and students should behave in accordance to school rules If a student needs to cross the road in order to board or leave the bus, they must wait for the driver’s signal to know that it is safe to cross in front of the bus – always cross at least 10 feet in *front* of the bus; never behind the bus

Students should immediately report any injuries sustained on or around the bus to the bus driver or school staff

A bus pass issued by the school is required for students to get off at any location other than their normal stop

Changes to bus routes and bus stops will only be made with approval from the Transportation Office

These regulations are designed to keep our students safe. Any student who fails to follow the above rules will be subject to disciplinary action to include suspension of bus riding privileges. Instances where a student losses their bus riding privileges, parents/guardians will be responsible for providing transportation for their child to or from school, and any extracurricular activities.



Book	Policy Manual
Section	Section J: Students
Title	Student Records and Release of Student information (Notification to Parents and Students)
Code	JO-E
Status	Active

STUDENT RECORDS AND RELEASE OF STUDENT INFORMATION (NOTIFICATION TO PARENTS AND STUDENTS)

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

1. The right to inspect and review the student's education records within 45 days of the day the division receives a request for access. Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the Greene County Public School Division to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the records they want changed, and specify why it is inaccurate or misleading. If the division decides not to amend the record as requested by the parent or eligible student, the division will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the division as a administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the division has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the division discloses educational records without consent to officials of another school division in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the division to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

**FAMILY POLICY COMPLIANCE OFFICE
U.S. DEPARTMENT OF EDUCATION 600 INDEPENDENCE AVENUE, S.W. WASHINGTON, DC 20202-4605
GREENE COUNTY PUBLIC SCHOOLS**

Notable GCPS Policies that can be found on our website.

<https://va01918659.schoolwires.net/domain/36>

Section I - Instruction

- IGAH - Family Life Education
- IGBGA - Online Courses and Virtual School Programs
- IIBEA - Acceptable Computer System Use
- IKF - Graduation Requirements, Standards of Learning

Section J - Students

- JEA - Compulsory Attendance
- JED - Student Absences/Excuses/Dismissal
- JFC - Student Conduct
- JFCB - Sportsmanship, Ethics, and Integrity
- JFCD - Weapons in School
- JFCE - Gang Activity or Association
- JFCF - Drugs in School
- JFCH - Tobacco Free School for Staff and students
- JFG - Search and Seizure
- JFHA/GBA - Prohibition Against Harassment and Retaliation
- JGD/JGE - Student Suspension/Expulsion
- JHCD - Administering Medicines to Students
- JN - Student Fees, Fines, and Charges
- JO - Student Records
- JOA - Student Transcripts

Section K - School Community Relations

- KP - Parental Rights and Responsibilities
- KG - Community Use of Facilities
- KGB - Public Conduct on School Property