“All Roads Lead to College”

Student and Family Handbook

2026-2027

GEO NEXT GENERATION HIGH SCHOOL

Grades 9-12

2355 N Sherwood Forest Dr.

Baton Rouge, LA 70814

(225) 314-2044

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Founder's Message

Dear Scholars and Families –

Welcome to ***GEO Next Generation High School***, a proud member of the GEO Academies family of schools. We are glad to have you!

Our schools provide the highest quality education to all students. While many schools say that, to us it means finding extraordinary teachers, equipping them with the latest technology, and training them well in the techniques and curriculum that provide our students with the best chances of success. We want to see them excel!

Thanks again for choosing our school to help with this educational journey. We pledge to give our best every day, and in return, we expect students to give us their best, too.

Have a wonderful school year!



Kevin D. Teasley, Founder and CEO
GEO Foundation and GEO Academies

Principal's Message

Hello TIGER NATION!

I am honored to serve as the principal of GEO (Greater Educational Opportunities) Next Generation High School of Baton Rouge! We are currently serving students in grades 9 - 12 for the 2026 - 2027 school year and are excited that you have chosen to be a part of our GEO family.

We are committed to providing a quality and relevant educational experience for your child(ren). At GEO Next Generation High School, we believe that all roads lead to college and career readiness! As a result, we will offer a rigorous college preparatory program that includes, tier one curriculum, an early college model, 1:1 classroom, technology-enhanced resources, certified teachers, clubs, enrichment activities, sports and more!

We are looking forward to your child(ren) leading and excelling in education for the 2026 - 2027 school year!

Your Partner in Education,

Ms. Breonna Scott

Principal, 9-12

School Leadership Team

Name	Email Address
Kevin Teasley, Founder/CEO	kteasley@geoacademies.org
Clint Ebey - Executive Director	cebey@geoacademies.org
Dana Teasley, President/Superintendent of Schools	dteasley@geoacademies.org
Shirlon Norman, Chief Academic Officer - La.	sclay@geoacademies.org
Trayvonia Duhe, Deputy Academic Officer - La	tduhe@geoacademies.or
Pamela White, ESS Director	pwhite@geoacademies.org
Breonna Scott, *Principal*	*bscott@geoacademies.org*
Tremaine Mithell, Associate Principal	trmitchell@geoacademies.org

School Board Members

Name	
Bruce Lily	Board President
Jada Lewis	Member
Dr. Norma Frank	Treasurer
Dr. Daisy Slan	Member
Debra Dixon	Member
Rev Derrick Todd Williams	Member

2026 - 2027 School Calendar

GEO ACADEMIES GBR | 2026-2027 CALENDAR

6 Independence Day
23- 31 Employees Return/Teacher Inservice

JULY 2026

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2027

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4-5 Employees In-service
6 Students Return
8 Report Cards Issued
18 Dr. Martin Luther King Day (Schools Closed)

3-5 Employee In-Service
6 First day of school for Students

AUGUST 2026

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2027

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

12 Progress Reports Issued
8 - 10 Mardi Gras Holiday

7 Labor Day
11 Progress Reports issued

SEPTEMBER 2026

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH 2027

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

12 End of 3rd Nine Weeks
18 Report Cards Issued
25 Early Dismissal/Parent Conference
26-31 Good Friday and Spring Break

9 End of 1st Nine Weeks
15 Report Cards Issued
9 Professional Development (No School Scholars)
12-13 Fall Break (School System Closed)

OCTOBER 2026

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2027

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1-2 Spring Break
1-LEAP testing window opens

3 Election Day
13 Progress Reports Issued
23-27 Thanksgiving Break

NOVEMBER 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2027

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

7-Last Day for Seniors
12-LEAP testing window closes
19-20 ½ day for scholars
21 Last Day Teachers
31-Memorial Day (No School)

18 (½ day for scholars; Early Dismissal)
18 End of 2nd Nine Weeks
21-31 Winter Break

DECEMBER 2026

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE 2027

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1 Teachers 1st Day of Summer School
2 Students first day for Summer School
21 Juneteenth
30 Last day of Summer School

NONDISCRIMINATION POLICY

No school operated by GEO Academies shall discriminate against any scholar, teacher, or employee based on race, color, religion, gender, national origin, disability, sexual orientation, family situation, or political affiliation.

Furthermore, our schools admit scholars of any race, color, religion, gender, national origin, disability, sexual orientation, family situation, or political affiliation to all the rights, privileges, programs, and activities generally accorded or made available to scholars at the school.

Our schools do not discriminate based on race, color, religion, gender, national origin, disability, sexual orientation, family situation, or political affiliation in administration of its educational policies, admissions policies, scholarship and loan programs, or athletic or other school administered programs.

MISSION STATEMENT

THE GEO ACADEMIES MISSION is to EMPOWER students to ACCELERATE their academic pathways to ADVANCE their social mobility and ACHIEVE their career and life-long goals.

SCHOOL HOURS

Monday – Friday (Scholars Report to School) ..... 7:20 AM – 2:42 PM
Instruction begins ..... 7:30 AM

Extended Day Hours

Monday – Friday ..... 6:30 AM – 7:20 AM
Monday – Friday ..... 2: 50 PM – 5:00 PM

Before-school Tutoring

- Scholars may arrive at school as early as 6:30 AM and enter through the assigned school doors. All scholars must report directly to the early morning class and remain there until they are dismissed for breakfast. Sign up required
- Breakfast is served from 6:45 AM - 7:20 AM.
- Scholars will be dismissed to their classrooms at 7:20 AM. There will be 10 minutes for cell phone collection to adhere to Act 313. All classes begin promptly at 7:30 AM. Scholars are considered tardy at 7:30 AM.

Exiting the building

- Scholars must leave the school building immediately following our 2:42 PM dismissal unless under the direct supervision of a teacher for after school tutoring.
- If scholars are staying for after-school tutoring, they will be dismissed to their designated area by 2:45 PM.
- Once scholars leave the school, they are not allowed to re-enter the school building.

NOTE: NO STUDENT CHECK OUTS AFTER 1:30 PM.

After School Tutoring Pick Up

Scholars are expected to be picked up by 5:15 PM. Scholars not picked up by 5:15 PM, after three late pick-ups, will be in jeopardy of being dismissed from after school tutoring.

Parents that are late must park and walk in to get scholars. Parents will be asked to sign the late pick-up form and given a copy. The original copy will be placed on the file of the after-school tutoring program.

IF PICKING UP AND/OR DROPPING OFF AT ANY OTHER TIME: *When a student comes to school at a non-standard pick up and/or drop off time, the student must be brought/picked up at the front office by an authorized adult and signed in/out.*

ENROLLMENT

Returning students are not required to re-enroll from year-to-year. However, parents/guardians must complete the Intent to Return form each year that is sent out in March.

New Students must submit an Inquiry through EnrollBR. If parents would like for their child to be added to the waiting list they must contact the school registrar,

ATTENDANCE POLICY

A scholar's attendance is essential to learning. Every scholar and parent must ensure that the scholar attends class regularly to take full advantage of the educational opportunities offered by GEO Academies. The responsibility for a scholar attending school lies with the parent or legal guardian. **If the scholar is chronically absent or chronically late (tardy) to school,** the parent and/or scholar may be referred to the Attendance Clerk. To support academic growth, the school has put in place the following attendance policies and procedures:

Time Missed from School – Such absences, tardies, or early release times may be considered excused or unexcused under the following conditions:

Excused: a scholar is considered to have an excused absence under the following conditions:
A parent calls the school's attendance line, GEO Next Generation High School, before 8:30am on the day of the absence to report the nature of the absence for the following reasons:

1. Death in the immediate family
2. Medical, dental, court, and/or other required appointments. Statement from the doctor, dentist, etc., required upon return to school.
3. Personal illness or injury
4. Major religious holiday
5. Early releases also require a parent to come to the front office and sign the student out.

Please note a scholar to be excused, a scholar must submit an excuse upon return back to school. A scholar who is absent from school on a given day may not participate in any extracurricular activity on that day.

Unexcused: Any absence, lateness, or early release that does not meet the above conditions shall be considered unexcused.

CONSEQUENCES

If a student meets the following criteria, he/she will be referred to Truancy Court:

- Elementary School Students (Grades K - 5): Elementary School students who exceed a total of 10 days absent and who do not provide a valid excuse according to the criteria for extenuated circumstances as listed above, will be referred to Truancy Court.
- Middle School Students (Grades 6 - 8): Middle School students who exceed a total of 10 days absent and who do not provide a valid excuse according to the criteria for extenuated circumstances as listed above, will be referred to Truancy Court.
- High School Students (Grades 9 - 12): High School students who exceed 5 days absence per semester and who do not provide a valid excuse according to the criteria for extenuated circumstances as listed above, shall be referred to Truancy Court.

CAFETERIA

All meals during the 2026 - 27 school year will be served free of charge to all scholars.
Chartwell Food Services will provide quality breakfast and lunch for our scholars. The menus will be distributed monthly and posted in the lunch area and on the school's website. Scholars may bring their lunch to school if they choose to do so. Soda and fast-food lunches are discouraged.
Note: Food cannot be heated at school.

CELL PHONE/ELECTRONIC DEVICES

Act 313 **- School Cell Phone Restrictions:** Beginning with the 2025 - 26 school year, all public-school students, including charter school students, are prohibited from possessing an electronic telecommunications device (i.e., a cell phone) throughout the instructional day. If a student brings such a device to school, the device must either be turned off and properly stowed for the duration of the instructional day or prohibited from being turned on and used during the instructional day.

Act 313 *does not apply to students with an IEP, IAP, Section 504 Plan, or Individualized Health Plan that requires the student to use an electronic telecommunication device.*

No scholar may use a cell phone/electronic device on school property during the instructional day. Cell phone devices will be checked in during homeroom/advisory and returned at the end of the day. Using a cell phone/electronic device may include text messaging, taking pictures or watching videos, playing games, and listening to music. Scholars using or having cell phones/electronic devices visible during the school day shall have their cell phone/electronic device confiscated. School personnel and/or administration are not responsible for the loss or damage of any cell phone/electronic device brought onto school property. In cases where a cell phone/electronic device is lost or stolen, school personnel will not investigate. **Confiscated devices will be returned only to a parent or guardian.** Additional cell phone/electronic information is found under Discipline Philosophy.

NOTE: Classroom telephones are to be used only with teacher permission and under direct teacher supervision

CHANGE OF ADDRESS/TELEPHONE NUMBER

If you have any address, home or work phone number changes during the school year, it is especially important that families notify your child's teacher and the office. The office needs current telephone numbers in case you need to be reached during the day. Also, these changes will be used to keep school district census information up to date. Families will then be assured of receiving all school-related mailings.

CHILD PROTECTION GUIDELINES

All adult employees and volunteers must pass a national criminal background check, including all applicable sex-offender registries, prior to beginning work.

Adults who have been convicted of either sexual or physical abuse of children/youth and/or those who have a history of inappropriate conduct with children will not be employed and shall not volunteer service in any activity and/or program involving minors at GEO Academies.

Employees and volunteers who work with children and youth shall observe the "two-person rule" or the "open door policy" at ALL times. Any situation where one person is alone with a child or youth must be avoided.

Reporting Incidents: Reports shall be documented in writing with the date of the report, the time of the report, the telephone number and name of the recipient to whom the report was made, name of person making the report, and a brief synopsis of the report. If possible, oral reporting will be recorded with a witness.

SUSPICION OF ABUSE REPORTING POLICY

Louisiana Law requires a person to immediately report suspected and reported child abuse to the authorities and in organizations such as schools, to the appropriate individual in charge. A person who fails to do so can be prosecuted for a Class B misdemeanor or, in extreme circumstances, may be subject to civil liability for monetary damages. All employees and volunteers at GEO Academies must adhere to the following procedures:

In case of suspected, reported or discovered child abuse or violation of the Child Protection Guidelines of GEO Academies, the employee or volunteer shall immediately notify the principal. In the event of suspected, reported or discovered child abuse or neglect, the principal will also immediately make a report to the local child protection service or law enforcement agency.

Primary Contact: Breonna Scott Ph Number 225-314-2044

School Counselor: Alexis Johnson Ph Number 225-314-2044

At the beginning of each school administrative year, all employees and volunteers working with minor children will receive training regarding the signs of child abuse, including child sexual abuse, and will receive instruction regarding reporting procedures for all suspected child abuse.

COMMUNICATING WITH THE SCHOOL

We believe that parents should be actively involved in school. It is our intention to provide timely information in the areas of program, curriculum, special events, procedures, policies, etc.

A school newsletter and communications with individual teachers will be the primary sources of school news. You are encouraged to contact us by:

- Emailing the teacher/Parent Square
- Writing a note. It is the student's responsibility to share all parent notes with the teacher.
- Calling the school to leave a message for the teacher. All calls will be returned within a 24-hour period.

You can also find pertinent school information on our website at:
https://www.geonextgenerationhighschool.org/

CANCELLATIONS AND EMERGENCY CLOSINGS

When school is closed or canceled due to inclement weather or emergency situations, an official announcement will be issued through the news media, via email, text message, and Parent Square.

Parents should monitor local media, check their email or messages outlets to determine if school has been canceled or closed early.

FERPA (FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT)

The Family Educational Rights and Privacy Act (FERPA) affords parents and scholars over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights apply to all schools.

These rights are:

- The right to inspect and review the scholar's education records within 45 days of the day GEO Academies receives a request for access. Parents or eligible students should submit to the principal or designee a written request that identifies the record(s) they wish to inspect. The principal will arrange access and notify the parent or eligible student of the time and place where the records may be inspected.
- The right to request the amendment of the scholar's education records that the parent or eligible scholars believe are inaccurate, misleading, or otherwise in violation of the scholar's privacy rights under FERPA. Parents or eligible scholars who wish to ask the school to amend a record should write to the school's principal to clearly identify the part of the record they want changed and specify why it should be changed. If the School decides not to amend the record as requested by the parent or eligible scholars, 19 the school will notify the parent or eligible scholars 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.
- The right to privacy of personally identifiable information in the scholar'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 School as an 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 School has outsourced services or functions it would otherwise use its own employees to perform (such as an attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, scholars, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if they need to review an education record to fulfill their professional responsibility. Upon request, the school discloses education records without consent to officials of another school district in which a scholar seeks or intends to enroll or is already enrolled if the disclosure is for purposes of the scholar's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or scholars of the records request unless it states in its annual notification that it intends to forward records on request.]
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office U.S. Department of Education,
400 Maryland Avenue, SW,
Washington, DC 20202

COMMUNICATION

If you have a question concerning your child, please follow the chain of command below unless directed otherwise:

1. Teacher
2. Associate Principal or Dean of Students
3. Principal
4. Deputy Chief Academic Officer
5. Chief Academic Officer

IMAGE AND CONTACT INFORMATION OPT-OUT DESIGNATION

Throughout the school year, the district or school might take pictures or videos and release personal information about students. Examples might include but are not limited to:

A special event or program at school that might be covered by a newspaper or television station, resulting in student interviews and pictures. The district or school might post pictures of school activities on webpages and social media. If a parent or guardian **DOES NOT** want his or her child's image or information shared for this purpose, please complete, sign, and return the **GEO Next Generation High School** Image/Contact Information Opt-Out form to your child's teacher.

PARENT – TEACHER CONFERENCES

Achieving maximum progress for your child necessitates a close line of communication and understanding between teacher and parent. Parent-teacher conferences are the best means of accomplishing this goal. The teacher or the parent can initiate such a conference by calling for an appointment. Conferences can be held in person or by phone. The dates for regularly scheduled conferences are noted on the school calendar. Parents must attend each of the four scheduled parent conferences throughout the year.

If, as a parent, you are concerned about something that happened at school, or if you feel there is a situation causing your child to perform below par, please contact the proper person at school. **Please contact the child's teacher first**. If the problem is not resolved, then contact the principal. We welcome the opportunity to talk with you about any of your concerns.

FIELD TRIPS

Scholars will go on field trips within and outside the city limits as a general part of their education. Details concerning field trips will be shared with parents/guardians as the trips are planned. Permission slips will be issued for field trips away from the school when the bus transportation is used. Teachers and administrators have the right to withhold field trips from scholars because of Level 3 behaviors on the school-wide discipline plan. Parents may be asked to chaperone their child on field trips if the child has behavior issues.

PARENT VISITATION AND PARTICIPATION

We will maintain an open-door policy for parents, who may come into the school at any time after gaining office clearance and enter any classroom for observation if there is no disruption. Please check in at the front office to be issued a visitor badge and to sign in. Visitors/Parents will be issued a Visitors badge upon presentation of a valid picture ID. Visitors/Parents must sign out upon leaving the building. Parents who would like to conference with their child's teacher should make a scheduled appointment.

PARENT VOLUNTEERS

Families, community organizations, businesses, and other groups are encouraged to apply to volunteer at GEO Academies. Background checks must be completed for any volunteer to work with students in our school at any time. The Louisiana Code requires that a limited criminal history check be on file in the school office for each volunteer, each year. A parent volunteer can be any parent who freely offers their time, skills and/or expertise to contribute to the lives of scholars in the school. A parent volunteer is someone who performs a task(s) at the direction of and on behalf of the school but does not hold sole responsibility for students. Parent volunteers are welcomed to share their skills and/or expertise within the teaching, learning, and well-being programs of the school; however, they cannot be contracted or have any permanent roles. Parent volunteers can assist teachers and/or support staff inside and outside of the classroom and can also be involved in school community-related projects. If you'd like to volunteer, please contact the principal or designee to share your interest.

STUDENT LAPTOP AGREEMENT

Students utilizing the school's computer or laptop may be required to accept responsibility through a laptop agreement, outlining the care and handling and expectations for student use of district laptops. Included in this agreement is an acknowledgement that students will be responsible for damage to the laptop. Laptop related incidents that occur at school involving multiple parties will be investigated by the school administration.

TECHNOLOGY USE POLICY

Use of technology is essential to the curriculum and learning at **GEO Next Generation High School**. Scholars will participate in various lessons and activities using computers, printers, scanners, and other digital equipment. Scholars will receive training to use technology at school and home. Scholars are expected to follow and agree to the "Acceptable Use Policy" signed by all scholars and parents upon acceptance of enrollment. Appropriate use of technology is outlined below.

Acceptable Use Policy

Regardless of the circumstance, each scholar is expected to be responsible and honest, use common sense, and practice proper etiquette. Significant funding has been invested in hardware and software in schools to prepare scholars for today and tomorrow's world. It is important that scholars help protect investment. To comply, the following rules are in effect:

- It is a federal crime to unlawfully copy software; any scholar attempting to copy the school's software and/or multi-media materials will be referred to the school's administration and law enforcement for disciplinary consequences according to the scholar handbook for vandalism.
- Tampering with or vandalizing any part of the hardware or software will result in disciplinary consequences according to the student handbook for vandalism.
- Using any commands on the computer that could alter the operations of any part of the computer system, including the default settings, will result in disciplinary consequences according to the student handbook for vandalism.
- The downloading of programs from any source is strictly prohibited. Failure to comply will be treated as vandalism.
- Use of computers outside of class period and after school is at the teacher's discretion. No student is to use computers without an authorized faculty or staff member or parent (at home) present. Failure to comply will be treated as vandalism.
- Students are not allowed to take computers out of the school without the teacher's approval. Failure to comply will be treated as theft.

Consequences for misuse

- First Offense: Changing computer configuration, deliberately accessing another scholar's account, deliberately harming any of the equipment, or surfing the web without an educational assignment will result in the parent being called and the scholar losing all computer privileges for a specified period outside of the usage necessary for the basic curriculum.
- Repeat offenders and/or scholars who deliberately access pornographic materials from the Internet will lose all computer privileges and will be processed through expulsion procedures. Scholars will be immediately suspended out of school for any such infraction.

MEDICATION POLICY

1. Generally, medication shall not be given at school unless certified in writing by the attending physician or other licensed prescriber licensed in Louisiana and such medication cannot be administered before or after school. Antibiotics and other short-term medications, including non-prescription medication, shall not be given at school, except such medications may be given at schools with assigned full-time Nurse.

2. Possible medication exceptions to the general principle:

    - Behavior modification
    - Insect sting allergy
    - Anticonvulsant (e.g. Dilantin, Phenobarbital)
    - Asthmatic conditions
    - Insulin

3. Scholars shall not be allowed to have medications in their possession on the school grounds. Prescriptions are required for controlled substances and the possession of such prescriptions by a student at school, on the school bus, or other school function is prohibited except students shall be allowed to carry and possess auto-injectable epinephrine (e.g., Epi pens) and asthma medication (e.g., inhalers) provided that:
    - Written authorization/certification from the licensed medical physician or other authorized prescriber and from the scholar's parent or guardian are on file and communication with the prescriber has been established.
    - The school nurse has evaluated the situation and deemed it safe and appropriate; documented this on the scholar's cumulative health record; and developed a plan for general supervision. The plan may include observation of the procedure, student health counseling, and health instruction regarding the principles of self-care.
    - The principal and appropriate staff are informed that the student is self-administering the prescribed medication.
    - The medication is handled safely.
    - Such medication is transported to the school and maintained under the scholar's control in accordance with the school policy.
    - The Board of Education's policy on self-medication by scholars and the school Drug Free Zone policy permits.
    - The school principal and the school-employed registered nurse determine a safe place for storing the medication for the individual scholar. The medication must be accessible if the scholar's health needs require it; this information is included in the medication administration plan.
    - Some medication should have a backup supply readily available (such as an inhaler).
    - The scholar records the medication administration and reports unusual circumstances.
    - The school-employed nurse, and/or the designated employee monitors the scholar.

- Self-administration is included in the medication administration plan.
- The plan includes any or all the following: teaching correct administration; reminding the student to take the medication; visual observation of the student taking the medication; recording the procedure; and notifying the school nurse, parent, or prescriber of any side effects, unusual occurrences, or noncompliance.

4. Prior to administering other medications during school hours, the following will be required.

- An order from a licensed medical physician or other authorized prescriber and parental consent. (Forms are available at each school).
- Medication must be brought to the school by the parent or guardian.
- The medication container shall contain clear instructions identifying the student's name, prescription numbers, if any, date, frequency, name of the medication, dosage, route, and physician's or another Louisiana-licensed prescriber's name.
- At the beginning of each school year and anytime there is a change in medication, a new form from the physician or other licensed prescriber licensed in Louisiana must accompany the new prescription.
- No more than one month's supply (twenty-five school days) of the medication shall be kept at school.

5. This policy follows La. R.S. 17:436.1 and the Joint Policy of LSBN (Louisiana State Board of Nursing) and SBESE (State Board of Elementary and Secondary Education), La. Admin. Code, Title 28, Part CXV, Section 1129, Bulletin 741, Louisiana Handbook for School Administrators.

6. Disposition of medication at the end of the school year - medication shall be picked up by the parent/guardian within 5 days of the end of the academic year. Medication not picked up will be destroyed by the principal or otherwise disposed of in accordance with the law.

7. La. R.S. 17:436.1 - Self-Administration of Medications and the associated regulations at Bulletin 741, Section 1129 allow a scholar with asthma to self-administer asthma medication or the use of auto-injectable epinephrine by a scholar at risk of anaphylaxis provided that the scholar's parent or other legal guardian provides the school in which the scholar is enrolled with the following documentation:

a. Written authorization for the scholar to carry and self-administer such prescribed medications.
b. Written certification from a licensed medical physician or other authorized prescriber that the scholar:
    1. Has asthma or is at risk of having anaphylaxis.

    2. Has received instruction in the proper method of self-administration of the scholar's prescribed medication to treat asthma or anaphylaxis.

c. A written treatment plan from the scholar's licensed medical physician or other authorized prescriber for managing asthma or anaphylactic episodes. The treatment plan must be signed by the scholar, the scholar's parent or other legal guardian, and the scholar's licensed medical physician or other authorized prescriber and shall also contain the following information:

    1. The name, purpose, and prescribed dosage of the medications to be self-administered.
    2. The time or times the medications are to be regularly administered and under what additional circumstances the medications are to be administered.

3. The length of time for which the medications are prescribed.

d. Any other documentation required by the School Board:

1. The documentation required above shall be kept on file in the office of the school nurse or other designated school official.
2. The school and its employees shall incur no liability due to any injury sustained by the student from the self-administration of medications used to treat asthma or anaphylaxis. The parent of other legal guardian of the scholars shall sign a statement acknowledging that the school shall incur no liability and that the parent or other legal guardian shall indemnify and hold harmless the school and its employees against any claims that may arise relating to the self-administration of medications used to treat asthma or anaphylaxis.
3. For the purposes of this Subsection:
    a. Auto-injectable epinephrine‖ means a medical device for the immediate self-administration of epinephrine by a person at risk for anaphylaxis.
    b. Inhaler means a medical device that delivers a metered dose of medication to

    alleviate the symptoms of asthma.
4. A scholar granted permission to self-administer medication shall be allowed to carry and store with the school nurse or other designated school official an inhaler or auto-injectable epinephrine, or both.
5. Permission for the self-administration of asthma medications or use of auto injectable epinephrine by a scholar shall be effective only for the school year in which permission is granted. Permission for self-administration of asthma medications or the use of auto-injectable epinephrine by a scholar shall be granted each subsequent school year, provided all the requirements of this Subsection are fulfilled.
6. Upon obtaining permission to self-administer asthma medication or to use auto injectable epinephrine pursuant to this Subsection, a scholar shall be permitted to possess and self-administer such prescribed medication at any time while on school property or while attending a school sponsored activity.
7. A scholar who uses any medication permitted pursuant to this Subsection in a manner other than as prescribed shall be subject to disciplinary action; however, such disciplinary action shall not limit or restrict such scholar's immediate access to such prescribed medication.
8. Pursuant to Act 624 of 2012, as defined in La. R.S. 17:436.1(J)(4)(a), school does not have general use epinephrine available at the school.be under a standing. Parents are asked to notify the scholar's teacher and principal, in writing, if the scholar has an allergy or other condition which puts them at risk of anaphylaxis. If the scholar is at risk of anaphylaxis, the parent must provide an M.D. order for administration, parent consent form and the mediation with pharmacy labels.

COMMUNICABLE DISEASE-CONTROL

Current and satisfactory evidence of immunization (e.g., immunization records) is required for all students entering school for the first time (including kindergarten), for students transferring from another school system, and for all students entering the sixth grade. Such evidence shall comply with the immunization schedules established by the Louisiana Legislature in La. R.S. 17:170 and

17:170.4, unless compliance is waived pursuant to statute. School personnel shall cooperate with public health personnel in completing and coordinating all immunization data, waivers and exclusions, including the forms required by the Louisiana Department of Health and Hospitals to facilitate control of preventable communicable diseases.

In the event of an outbreak of a vaccine-preventable disease at school system facility, the school administration may, upon the recommendation of the office of public health, exclude from attendance unimmunized students until the appropriate disease incubation period has expired or the unimmunized student presents evidence of immunization.

If the scholar's physical condition indicates that the health of the scholar does not safely allow his/her continued attendance at school, the scholar will remain away from school until the scholar's physician verifies that the scholar can safely return to the regular school environment.

Infected scholars shall inform appropriate school officials of the infection so that proper precautions for the protection of the other scholars, employees, and the infected scholar can be taken. If the scholar's physician and/or a physician of the Board's choice's statement indicates that the health of the scholar does not allow his continued attendance in the regular education program, education services will be provided in a setting that is appropriate to the health status of the child. The identity of an infected individual or an individual who there is reasonable cause to believe is an infected individual, shall be revealed only to those who have a need to know. If an infected individual is permitted to remain in the school setting after a determination has been made, employees who will have regular personal contact with the individual shall be informed of information as to the individual's medical condition. They also should be informed of public health precautions which should be taken. Persons informed of the identity of an infected person shall not disclose such information to others except as authorized under this policy.

The determination of whether an infected scholar shall be permitted to remain in school in a capacity that involves contact with scholars or employees shall be made on a case-by-case basis as determined by school nursing staff.

STUDENTS WITH DIABETES

For parents of a scholar with diabetes who seek care for the scholar’s diabetes while at school or while participating in a school related activity, the parents shall submit a diabetes management and treatment plan, which plan must be updated on an annual basis. Such a plan shall be developed by a physician or other licensed health provider recognized by the Centers for Medicare and Medicaid services who is selected by the parent or guardian to be responsible for such scholars and diabetes treatment and a current copy of such plan shall be kept on file at the school in which the scholar is enrolled.

A scholar’s diabetes management and treatment plan shall contain:

1. An evaluation of the scholar’s level of understanding of its conditions and its ability to manage his diabetes.
2. The diabetes related healthcare services the scholar may receive or self-administer at school or during a school related activity.
3. A timetable, including dosage instructions, of any type of diabetes medication to be administered to the scholar or self-administered by the scholar.

4. The signature of the scholar, the scholar's parents or legal guardian and the physician responsible for the scholar's diabetes treatment.

The school nurse shall provide care to the scholar with diabetes or assist the scholar with self-care of his or her diabetes, in accordance with the scholar's diabetes management and treatment plan on file with the school. If the school nurse is unavailable, an unlicensed diabetes care assistant may provide care to a scholar with diabetes or assist a scholar with self-care of his or her diabetes. ―unlicensed diabetes care assistant‖ shall mean as such a school employee who volunteers and is trained in accordance with provisions of La. R.S. 17:436.3 (Act 858 of Regular Session 2012).

MONEY

It is strongly suggested that scholars are not allowed to carry significant amounts of money to school unless there is a specific purpose for which it is to be used. In cases where money is lost or stolen, school personnel will not investigate.

PARENT RIGHTS TO STUDENT RECORDS

Parents have the right to see all educational records that pertain to their individual scholar (under the age of 18). If you desire to view your child's records, contact the principal. Scholar records may not leave the office area. You will be given a private area to view the records. By law, scholarly records must be kept confidential and viewed only by school personnel dealing with the child directly. No information can be shared publicly without the parent or guardian's written permission.

NON-CUSTODIAL PARENT RIGHTS

Unless a court order is on file preventing a parent from visiting or receiving information concerning a child, non-custodial parents have the right to visit children, view records, and take part in communications regarding the child. Please contact the principal concerning any problems with custodial and non-custodial parents that would affect our school.

PARENTS OF STUDENTS WITH DISABILITIES

Educational Rights are given to parents annually at IEP meetings as well as an opportunity for an oral explanation. If an additional copy is needed parents may contact the office for a copy of those rights and educational safeguards.

GRADING SYSTEM

Teachers will enter grades into Power Teacher weekly. Parents will be provided with information and/or training on how to access and review their child's grades. Report cards will be sent home at the end of each nine-week period. Scholars will receive a progress report card every 4 ½ weeks.

Grading Scale (9-12)

100% - 90% = A
89.99% - 80% = B
79.99% - 70% = C
69.99% - 60% = D
59.99% - 0% = F

MID-NINE WEEKS PROGRESS REPORTS AND REPORT CARDS

- Progress Reports and Report Cards will be sent home according to dates specified on the school calendar.

- Report Cards shall be completed using the electronic grading system.

FOUR AND ½ WEEK PROGRESS REPORT DATES

Send Home to Parents
September 11, 2026
November 13, 2026
February 12, 2027
April 15, 2027

REPORT CARD DATES

Send Home to Parents
October 15, 2026
January 8, 2027
March 18, 2027
May 21, 2027

*Final *Report cards will be sent home with the scholars on the last day of school. If scholars do not report on the last day, parents should pick up their child's report card from the school.*

CARE OF SCHOOL PROPERTY

Scholars will be held responsible for the proper care of all books, supplies, devices, accessories or equipment furnished to them by the district. Scholars who deface, damage or lose school property shall be required to pay for the damage or loss. If a scholar does not return a textbook or resource, the scholar who was issued the resource is responsible for its replacement cost. The teacher and scholars will note the condition of books before checking them out. Scholars are then responsible for the condition of the books until they are returned to the teacher. If a book is damaged, the scholars will be assessed the cost of repair or replacement of the text. Scholars with outstanding fines may incur consequences in the form of loss of privileges as determined by the school on a case-by-case basis.

COUNSELING SERVICES

The guidance counselor's duties may consist of but not limited to:

- Guidance curriculum supports academic, career and personal and social development through classroom and group activities.
- Individual plans include counseling activities that assist scholars to plan, monitor and manage their own 21st-century learning.
- Responsive services include counseling or referral activities to meet the immediate needs and concerns of scholars.
- System support includes indirect guidance services that manage and promote the academic developmental needs of scholars.

The school guidance counselor has the right to speak with each scholar unless otherwise noted by the parent or legal guardian.

EXCUSED PARTICIPATION FROM PHYSICAL EDUCATION CLASSES

If your child is to be excused from activity participation in physical education classes for health reasons, a written doctor's recommendation is required. Scholars will be required to attend the classes for the instructional component and observation and complete an alternative assignment or to complete missed activities when physically able to participate.

UNIFORM POLICY

The dress code policy at GEO Academies is essential for learning by removing unnecessary distractions. ***Each family that accepts enrollment in the school also accepts the dress code as mandatory.*** If there is a change in dress code for a field trip or special event, parents will be notified of the change before the event. Otherwise, the dress code must be followed.

We rely on our parents to help reinforce our uniform policy. The following guidelines for our uniform policy will be strictly enforced beginning **the first day of school**. Our uniform attire may be purchased from**, "LA Uniforms" Florida Blvd. and Fashion Era, Florida Blvd.**

Additionally, **ALL** students may wear a GEO spirit shirt or TEAM shirt **ANY** day of the week with uniform bottoms.

New this year: Dress for Success Wednesday

Dress for Success Days will be weekly on Wednesday. Scholars will only incorporate a white button-down shirt and a school neck or bow tie. This must be accompanied by their required uniform bottoms. **This is mandatory for 6th-8th Grade Scholars.**

Elementary Grades (K – 5)

UNIFORM TOPS:

- Red polo style collared shirt with the school's logo. Spirit shirts may be worn on Friday's.
- **No hats, scarves, or hair wraps may be worn inside the buildings for any scholar.** ***Males cannot wear earrings.***

UNIFORM BOTTOMS:

- All students must wear **Navy** pants/slacks or shorts, with no embellishments/designs.
- Girls may wear plaid skirts (Fashion Era) or navy skirts/jumpers.
- All students must wear a belt.
- Shoes must be closed toe and either with a back or strap. (No sandals, flip flops, crocs, foam runners or light ups)
- Bottoms must not exceed 4 inches above the knee for all.
- **Clear or mesh backpacks are mandatory for all students.**

Grades 6 - 8

- Navy blue polo style collared shirt with school's logo and khaki uniform bottoms. Spirit shirts may be worn on Fridays. *Earrings may not be larger than a quarter.*
- **Clear or mesh backpacks are mandatory for all students.**

Grades 9 – 12

- Grade 9 – white shirt and khaki pants bottoms
- Grades 10 Gray shirt and khaki pants bottoms
- Grades 11 Maroon shirt and khaki pants bottoms
- Grade 12 –Black Shirt and khaki pants bottoms
- **Clear backpacks are mandatory for all students.**

THIS DRESS CODE WILL BE STRICTLY ENFORCED THE FIRST DAY OF SCHOOL

PERSONAL PROPERTY

GEO Academies is not responsible for recovery, reimbursement or replacement of lost, stolen or damaged personal property brought to school by students and strongly recommends that valuable personal property remain at home. Personal property examples include purses, wallets, watches, jewelry, band instruments, electronic devices, credit cards, cash, checks, books, notebooks and book bags.

LOST AND FOUND

Please label all items of clothing. Students always have access to the lost and found area at school. Parents are encouraged to look through the lost and found items on conference days and times they visit the school. If you do not find a lost item, please ask in the office. Unclaimed items will be donated.

ARRIVAL AND DISMISSAL PROCEDURES

Arrival Procedures

Bus Riders: Upon arrival, students will exit the bus one student at a time and enter the gym to sit in their designated areas or report directly to their classroom.

Car Riders: Parents shall drive around the building following the school carpool signs to enter the carpool line. Parents will be directed to pull under the covered driveway to drop off their scholars. ***We ask that all parents stay in their vehicles during arrival to ensure the safety of everyone.*** Staff members will be on duty to monitor and make sure all scholars are going to their appropriate destination.

Dismissal procedures

Bus Riders: Students will be dismissed from the gym and escorted to the bus at 2:42 p.m.

Car Riders: Parents shall drive around the building following the school carpool signs to enter the carpool line. Parents will be directed to pull under the covered driveway to pick up their scholar. A staff member will escort each scholar to their vehicle. ***We ask that all parents stay in their vehicles during dismissal to ensure the safety of everyone.***

Scholars participating in our before and after school tutoring programs will report to the gymnasium or designated classroom areas between 2:55-3:00 PM.

CLASSROOM TREATS

To protect the health and safety of our children, parents may bring ***pre-packaged treats that are purchased from a store and sealed*** to school to share with classmates in recognition of birthdays and other celebrations as deemed by the teacher and administration. Parents must drop treats off to the front office/teacher. Teachers will share those treats with students during the last 15-20 minutes of the day. To address any known allergy concerns, a label listing ingredient should be affixed to the package. ***Homemade treats will not be distributed to students.*** *Due to allergies, other food intolerances, and our instructional schedule* ***parents MUST consult with your classroom teacher at least one week in advance before the pre-packaged treats are brought to school.***

Party invitations are only to be brought to school if they are distributed to the entire class.

PARTIES

Social events are planned to help scholars develop and mature socially. Events are planned according to the maturity and age level of the students who participate. All social events are sponsored and chaperoned by the school staff. Principals are responsible for determining when special events, parties or special activities are to occur.

ITEMS FROM HOME

Students are not to bring toys, games, sports equipment or electronic devices to school unless special permission has been granted. In case of special permission, only E-rated games will be allowed. Other electronic items, such as cell phones, should not be seen, heard or used in the school building during school hours without permission. If a scholar violates this rule, the scholar is subject to disciplinary action, and the item will be held in the office until the parent/guardian can pick it up. Scholars should not carry extra money to school. Scholars are not allowed to sell items at school, except in school-sponsored activities. GEO Academies is not responsible for valuables scholars bring to school.

ACTIVITIES/ATHLETICS EXTRA-AND-CO-CURRICULAR ACTIVITIES

The district's extracurricular activities program is intended to provide opportunities for scholars' participation in activities designed to meet leisure, recreational, social and emotional interests and

needs. Extracurricular activities will be those district-recognized and supervised activities, occurring outside academic class time, for which no grades or units of academic credit are awarded. These activities shall provide for individual, small group and student body participation. All extracurricular activities must have an appointed sponsor, supervisor or coach.

EXCLUSION FROM ACTIVITIES OR BUS TRANSPORTATION

When a scholar's conduct in school results in a suspension of any type, the scholar may be excluded from the activities program for a specific length of time. Parents/guardians may become responsible for their scholar's intramural or after-school activities transportation when a bus conduct notice has been issued for a disciplinary problem.

BOOK BAGS AND BACKPACKS

All students must wear a clear backpack daily. Girls can wear a small clear purse.

WITHDRAWAL

Any parent seeking to withdraw their child from school must complete a withdrawal/drop slip prior to enrolling their child at another school. **A minimum of 24 hours is needed to process a student's withdrawal.*

GRIEVANCE POLICY

GEO Academies are public charter schools, and as such, supports the voluntary and professional resolution of any conflicts that may arise between scholars, staff, parents, or other related parties to foster a positive and healthy environment for learning for all.

The school's Board of Directors recognizes that, unfortunately, some issues require additional assistance to reach a satisfactory resolution for all concerned.

Therefore, to support all parties involved, the Board hereby establishes the following Conflict Resolution Policies:

1. One-On-One Resolution

Each issue should first be addressed between those directly involved. Should a scholar, parent, or staff member fail to begin the process at the lowest level, and instead attempt to go directly to the Head of School, to GEO Academies, or to a Board Member, that person at the higher level shall direct the complainant back to the affected person at the appropriate level in the process. Scholars may ask for the assistance of a teacher in mediating their discussion.

2. Head of School Resolution

If an appropriate resolution is not reached through direct conversation between the conflicting parties, it may be brought to the attention of the Head of School, in writing, for further discussion. The Head of School will bring all affected parties together within 48 hours (when possible) and will facilitate communication and develop a plan for conflict resolution.

Parents and staff members should expect that all legal rules regarding scholars and employee privacy and safety will be respected and followed, for the protection of their children and others.

Should the issue concern the Head of School, this step may be skipped, and a parent or staff member may directly contact the school superintendent, Dana Teasley, at GEO Academies, at **dteasley@geoacademies.org.** At this stage, all concerns regarding the Head of School shall be communicated in writing so the Superintendent may investigate thoroughly.

The written concern should include the following information:

1. Describe the incident, decision, or practice that gave rise to the concern.
2. Cite the contract, policy, or procedure that has been violated and/or rationale for concern.
3. Describe what conflict resolution strategies were attempted in prior steps; and
4. Explain what corrective action is being requested.

3. Superintendent/Board of Directors

If no resolution is reached at the school level, parties may put their concerns in writing (following the steps outlined above) and contact the School Superintendent, Dana Teasley at dteasley@geoacademies.org. The Superintendent will investigate the issue with all parties involved using the information provided and will facilitate a resolution within 7 days (where possible).

If a resolution is still not reached to all parties' satisfaction, a written complaint may be sent to the Board of Directors at the school's address. The written complaint shall contain the information above and additional information from the resolution session with the School Superintendent.

The Board President, or designee, shall review the grievance, and shall ensure that all steps have been followed before adding the complaint to the Board agenda. While any member of the public is always welcome to speak in an open meeting, no formal complaint shall be addressed by the Board without it first having followed these proper procedures. Issues of employee or student privacy may be addressed in an Executive Session, as is legally proper.

The board, in regular or executive session, shall review any conflict(s) brought before it as requested and as permitted by law. The board shall do one or all the following:

a. Remand the conflict back to the Head of School or Superintendent, with a directive to find a reasonable and quick resolution.
b. Remand the conflict back to the two parties, with the Head of School or Superintendent
c. mediating the conflict.
d. Mediate the conflict and render a decision to resolve the conflict.
e. All decisions of the Board of Directors shall be final.

4. Exceptions

a. Criminal situations will be referred to the proper authorities.
b. Issues of suspension and expulsion will be handled according to the School Discipline Policy and relevant state law.

SCHOOL BOARD MEETINGS

School Board meetings will be announced, and parents/guardians are encouraged to attend whenever possible. You can review School Board meetings and minutes at the following link: https://app2.boardontrack.com/public/mmS8PR/year?syid=2025 -07

HOMEWORK POLICY

The business of your child's education is a joint venture that involves school personnel, scholars, and parents. Each has a vital role. Homework promotes the development of self-discipline, good study habits, a sense of responsibility, mastery of skills, and comprehension of subject content. It is assigned regularly and will vary according to the grade, subject, and instructional needs of the scholar. Providing a place and time for study and letting your child know your expectations regarding homework is one of the most important ways for parents to be involved in school.

GEO Academies scholars should expect a homework assignment to be given just about every night. Homework is an essential part of the learning process and is part of the student's daily responsibility.

State Library of Louisiana and their local public library,
Online Homework Assistance Services – www.homeworkla.org

STUDENT DELIVERIES

Balloons, flowers, lunch, anything associated with birthdays etc. cannot be delivered during the school day to the student directly. Lunch money, projects, etc., may be left with the receptionist for students to retrieve.

STUDENT FEES

Pursuant to R.S. 17:177, GEO Academies deems it necessary or beneficial for all scholars to receive items such as an identification badge, use of a technology device, textbooks, and instructional materials and does not charge for any item that could violate the guarantee of a free public education to each scholar. All books and instructional materials free of charge. The school will only charge for replacement items or the cost of repairing damage due to scholar misuse.

SUMMER SCHOOL

A summer remediation program will be provided during the summer for all students needing additional support if funding is available. The school will adhere to state mandates for remediation programs for tested grades.

SCHOOL WIDE DISCIPLINE PLAN

A systematic approach to discipline enhances learning outcomes for all students. By reinforcing desired behavioral outcomes students will clearly understand expectations. Scholars are explicitly taught what the desired behavior should be. This attention to expectations leads to a more positive classroom experience, a stronger learning community and an increase in scholars' learning.

Discipline Philosophy

Discipline is the demonstration of responsible behavior academically, socially, physically and ethically. Our goal is to establish an educational climate that is safe, secure and orderly. Discipline appears as a subject because it is the foundation of the educational structure. Scholars are expected to behave consistent with allowing the learning process to proceed efficiently. This means that scholars' behaviors must show consideration for other scholars, faculty and staff. Behavior which inhibits the learning of others or negatively affects their safety will not be tolerated and will result in consequences appropriate to the offenses committed.

GEO Academies Discipline Goals

- To help students develop self-respect.
- To help students develop respect for others and their property.
- To help students see the need for self-discipline.
- To guide students toward choices which lead to improved behavior.

GEO Academies Core Values

All Members of the GEO Academies Community will:
Be Respectful
Be Responsible
Be Safe

SCHOOL-WIDE EXPECTATIONS

School-Wide Expectations			
	Be Responsible	Be Respectful	Be Safe
Classroom	• Bring Homework folder to school. • Keep area clean. • Participate and complete class assignments	• Use quiet voices. • Use kind words and actions. • Follow directions. • Be a STAR	• Always walk. • Keep hands and feet to yourself. • Remain in your seat. • Use classroom materials appropriately
Hallway	• Pick up trash and throw it away	• Use quiet voices. • Use kind words and actions. • Follow directions.	• Always walk. • Keep hands and feet to yourself. • Eyes in front
Lunch	• Leave a clean, table, seat, and floor. • Throw trays and utensils in garbage after eating	• Use quiet voices. • Use kind words and actions. • Follow directions.	• Always walk. • Keep hands and feet to yourself. • Remain in your seat. • Eat ONLY your food
Playground	• Report any problems or incidents to teachers	• Use kind words and actions. • Follow directions. • Share and take turns	• Keep hands and feet to yourself. • Use playground equipment appropriately
Restroom	• Keep Clean • Report any problems or incidents to teachers	• Only 1 person in each stall	• Always walk. • Flush toilet • Wash your hands

2026 - 2027 DISCIPLINE POLICY

Discipline is the demonstration of responsible behavior academically, socially, physically, and ethically. Our goal is to establish an educational climate that is safe, secure, and orderly. Discipline appears as a subject because it is the foundation of the educational structure. The ultimate responsibility for student conduct rests with the student and the parents. Students must behave consistently, allowing the learning process to proceed efficiently. This means that students' behaviors must show consideration for other students, faculty, and staff. To preserve the proper atmosphere for teaching and learning, behavior which inhibits the learning of others or negatively affects their safety will not be tolerated and will result in consequences appropriate to the offenses committed.

The administration, faculty and staff at GEO Academies will treat each student with respect and dignity. We will also provide a safe and friendly environment. In return, we expect that all students will follow all rules and have respect for their classmates, teachers, and administrators. Every teacher is authorized to hold every student to a strict accountability for any disorderly conduct in school or on the playground of the school or on any street, road, or school bus going to or returning from school, and during intermissions or recesses (La R.S. 17:416). It is the final authority of the principal or a designee to maintain discipline during the school day and at any school function. Disciplinary offenses shall result in disciplinary action.

BULLYING POLICY

- We insist on a professional, safe, and respectful environment at GEO Academies.
- Bullying towards students, teachers, staff, or others will NOT be tolerated. Bullying can take many forms, including slurs, rumors, jokes, innuendos, demeaning comments, drawing cartoons, pranks, gestures, physical attacks, threats, or any other oral, written, or physical actions that make our school feel like an unsafe place. Bullying is prohibited within our buildings, on our buses, and to and from school events or field trips.) Bullying is also prohibited on all student social media sites, including Facebook, Twitter, Tumblr, Instagram, or any other social media site.
- Students who engage in bullying on social media sites outside of school are still subject to all disciplinary policies, up to and including suspension and expulsion.
- Students have the right to expect respect from all fellow students and to be free from any form of bullying by another student.
- Engaging in bullying may result in suspension or expulsion, including possible criminal consequences and loss of driver's license as provided in La. R.S. 17:416.1.
- Any student that believes that he or she is the subject of bullying, shall report the incident to his/her teacher and/or to the principal as soon as possible and cooperate in an investigation of any such incident.
- Any student, or any parent or guardian, who witnesses bullying of a student or students or has good reason to believe bullying is taking place, may report the situation to the principal. A student, parent or guardian may also report bullying concerns to a teacher, counselor, other school employee, or to any parent chaperoning or supervising a school function or activity. A report of bullying shall remain confidential.
- Any teacher, counselor, bus operator or other school employee and any parent chaperoning or supervising a school function or activity: (1) who witnesses bullying of a student by a student or (2) who learns of bullying from a student shall report the incident to the principal or designee. A verbal report shall be submitted on the same day as witnessed. A written report shall be filed no later than two days thereafter. La. R.S. 17:416.13(D)(2)(c).

- The principal/assistant principal or designee shall investigate any report of bullying in accordance with La. R.S. 17:416.13 and Bulletin 741, Section 1303 - Bullying or any report on dating violence and as required by applicable policies or regulations provided by the Louisiana Department of Education. An investigation shall include an interview of the reporter, the victim, the alleged bully, and any witnesses and shall include obtaining copies or photographs of any audiovisual evidence. Before any student under the age of eighteen is interviewed, his or her parents or legal guardians shall be notified by the principal or designee of the allegations made and shall have the opportunity to attend any interviews with their child conducted as part of the investigation. In the event, after three documented attempts in a 48-hour period, the parents or legal guardians for a student involved in a bullying incident cannot be reached or do not respond, then the student may be interviewed without a parent or guardian present. The principal shall file all reports as required by the Louisiana Department of Education. If the principal or designee determines an act of bullying, the principal shall take prompt and appropriate disciplinary action pursuant to La. R.S. 17:416 and 17:416.1. If appropriate, the conduct shall be also reported to law enforcement. The principal should review La. R.S. 17:416.13 for all requirements. In case of dating violence, counseling may be required.

Each student will be required to sign the GEO Academies Anti-Bullying pledge.

Searches – Students and School Property

The school is the exclusive owner of all public-school buildings, desks, lockers, and other areas of school buildings or grounds, including parking lots set aside specifically for the personal use of the students. The principal and/or his/her designees may search any building, desk, locker, area, or grounds for any items which violate school board policy or other school regulations, either randomly or specifically, when he or she has a reasonable belief that the items sought will be found. School principals and/or designees may search (which could include the use of metal detectors) the person and/or personal property including, but not limited to, handbag, briefcase, purse, school bag, vehicle, or other object in the possession of any person on school property either randomly or specifically when he/she has a reasonable belief that items violating school board policy or other school regulations will be found. Refusal to submit to searches may result in disciplinary actions.

Student Offenses and Discipline Charts

- The consequences adhere to discipline standards as prescribed by the Louisiana School Discipline Law (R.S. 17:416). Only suspensions and expulsions may be appealed.
- Families In Need of Services (FINS) is a program that coordinates collaborative resources for the purpose of helping families. If applicable, a referral will be made as an intervention for the student and family.

Minor Infractions

Minor infractions are those that can usually be managed by teachers in their classrooms. Repeated or excessive minor infractions can become major infractions and result in administrative referral. Minor infractions may result in your child's teacher re-teaching expectations, changing class structure to prevent misbehavior, observing and monitoring more consistently, increasing positive interactions, referral to the school counselor or mental health professional, seeking to conference with you and your child, and as a last resort seeking the support/assistance of administration.

INTERVENTIONS FOR MINOR DISCIPLINE OFFENSES <u>MAY</u> INCLUDE:

- Tier 1 school-wide interventions and supports.
- Parent conference
- Detention

- In-school suspension (TOR)
- Up to suspension

Minor Student Offenses	Grades 9 - 12	RL
Academic dishonesty/Cheating R.S.17:416 A(3)(a)(xvii)	-Parent conference -Up to expulsion recommendation	√
Cutting class/Leaving campus/ Skipping school R.S.17:416 A(3)(a)(xv) R.S.17:416 A(3)(a)(xiv	-Parent conference	√
Disrespect for authority R.S.17:416 A(3)(a)(ii)	-Parent conference -Up to suspension	√
Disturbs the school and habitually violates any rule R.S.17:416 A(3)(a)(vii)	-Parent conference -Up to suspension	√
Misuse of electronic/ telecommunication devices/ Unauthorized use of technology: (iPod, MP3, e-reader, laptop, etc.) during school hours. Devices must be powered off and turned in during homeroom/advisory for the duration of the school day. Devices are returned to students at the end of the school day. **Refusal to relinquish the device will result in a suspension/ assignment to the Discipline Center. The device must be relinquished according to district procedures prior to student's reinstatement to school.** R.S.17:416 A(3)(a)(vii) R.S.17:239	1st: Confiscate device. Parent conference with administrator. The parent signs an acknowledgement & the device is returned to the parent after 24 hours. 2nd: Confiscate device- up to 10 school days, parent conference with administrator, device is returned to parent. 3rd: Confiscate device, device is returned to parent at end of the school year	√
Improper dress/Habitual dress code violation R.S.17:416 A(3)(a)(i)	-Parent conference -Up to suspension	√ *
Failure to serve assigned consequence	-Parent conference -Up to suspension	√
False report/Falsifying information R.S.17:416 A(3)(a)(xvii)	-Parent conference -Up to suspension	√
Habitually tardy and/or absent R.S. 17:416 A(3)(a)(xvi)	-Parent conference -Detention -FINS referral	√
Pass violation (High School)	Detention/In-School	N/A

Major Infractions

Major infractions are those that require intervention beyond the classroom teacher. Major infractions involve isolated serious and/or harmful behaviors or repeated behaviors despite restorative interventions and supports. If a student's behavior violates the safety of others, or if the student demonstrates defiance of school staff, or disrupts the learning of others, the student may be dismissed from class and referred to an appropriate administrator.

INTERVENTIONS FOR MAJOR DISCIPLINE OFFENSES MAY INCLUDE:

- Parent conference
- Tier 2 & 3 Response to Intervention (RTI) supports.
- Referral to School Building Level Committee (SBLC)
- Referral to school counselor
- Referral to mental health professional (if available)
- FINS referral
- Suspension up to expulsion recommendation

*****Mandatory Expulsion for 3x Suspension: Any student in grades 6-12 who is suspended a third time within the same school year for any offense, except those related to dress code or tardiness, shall be recommended for expulsion.**

Major Student Offenses	Consequence	RL
Alcohol R.S.17:416 A(3)(a)(vi)	-Parent conference -Suspension up to expulsion recommendation	√
Arson R.S.17:416 A(3)(a)(viii)	-Parent conference -Suspension up to expulsion recommendation - Restitution	N/A
Assault/Battery	-Parent conference -Suspension up to expulsion recommendation/ possible arrest	N/A
Assault/Battery of school employee R.S.17:416 A(1)(c)(vii)(aa)	-Immediate Removal/Parent conference -Expulsion recommendation/ possible arrest	N/A
Bodily injury-serious	-Parent conference -Expulsion recommendation/ possible	N/A

	arrest	
Body armor (excluding bullet resistant backpacks) R.S.14:95.9	-Expulsion recommendation	N/A
Bullying/Harassment/Intimidation On school property by another student R.S.17:416.13	-Parent conference -Suspension up to expulsion recommendation	√
Burglary	-Parent conference -Suspension up to expulsion recommendation -Restitution if applicable	N/A
Cyberbullying-includes harassment/intimidation/bullying of a student on school property using a computer, phone, or other interactive/digital technology or harassment/intimidation/bullying of a student off school property using such means when the action/actions are intended to have an effect on the student when the student is on school premises R.S.17:416.13(C)(D)	-Parent conference -Suspension up to expulsion recommendation -Referral to FINS	√

Major Student Offenses	Consequence	RL
Computer/Internet misuse/ Violation of technology policy/ agreement R.S.17:416 A(3)(a)(vii)	-Parent conference -Up to expulsion recommendation -Restitution if applicable (consequences further defined in Technology User Agreement)	√
Criminal damage to property	-Parent conference -Suspension up to expulsion recommendation -Restitution prior to return to school	N/A

Discharge of a weapon(s) prohibited by law	-Parent conference -Expulsion recommendation	√
Drugs: illegal narcotic, drug, other dangerous controlled substance (prescription drugs): possession of, knowledge of, use of, and/or distribution R.S.17:416 A(3)(a)(vi)	Students in Grades 6 - 12 -Parent conference -Expulsion recommendation for a minimum of 2 complete consecutive school semesters - Expulsion recommendation for a minimum of 4 complete consecutive school semesters R.S.17:416 C(2)(b)(ii) R.S.17:416 C(2)(a)(ii)	√
Drugs: use/possession of over-the-counter (OTC) nonprescription drugs or substances: distribution, possession, misrepresentation (e.g. aspirin, cough syrup, Tylenol, etc.), or use of medication in a manner other than prescribed/authorized	-Parent conference -Up to expulsion recommendation -Possible FINS referral	√
Extortion R.S.17:416 A(3)(a)(xvii)	-Parent conference -Suspension up to expulsion recommendation	N/A
Fighting R.S.17:416 A(3)(a)(xii) **-A student who is the aggressor or who brings on difficulty cannot claim the right of self-defense.**	-Parent conference -Up to suspension -Possible summons for violation of the Violence Prevention Program as determined by Sheriff's Office	N/A
Instigates a fight	-Parent conference -Up to suspension	√
Participates in a fight	-Parent conference 1st: 5-day suspension & Mandatory Violence Prevention Intervention Program (VPIP) participation • Academics • Attendance • Restorative	N/A

	intervention(s) • Counseling • SEL lesson(s) • Transportation Agreement required 2nd: 7-day suspension and referral to the Child Welfare & Attendance Student Advocates 3rd: 9-day suspension expulsion recommendation	
Fighting: school employee intervenes in active fight and unintentionally hit R.S.17:416 A(3)(a)(xvii)	-Parent conference -Suspension to expulsion recommendation	N/A
Firearms possession R.S.17:416 A(3)(a)(x)	Expulsion recommendation for a minimum of 4 complete consecutive school semesters/ referral to district attorney R.S.17:416C(2)(b)(i)	√
Fireworks/Stink bombs/Poppers: possession or use R.S.17:416 A(3)(a)(vii)	-Parent conference -Suspension to expulsion recommendation	√
Forgery	-Parent conference -Suspension up to expulsion recommendation	√
Gambling R.S.17:416 A(3)(a)(vii)	-Parent conference -Suspension up to expulsion recommendation	√
Hazing R.S.17:1801 R.S.17:416 A(3)(a)(v)	-Parent conference -Expulsion recommendation	N/A
Inciting or participation in a riot or group (three or more) fight	-Parent conference -Suspension up to expulsion recommendation	N/A

Indecent behavior/Immoral or vicious practices R.S.17:416 A(3)(a)(v	-Parent conference -Suspension up to expulsion recommendation	√
Conduct/Habits injurious to one's associates R.S.17:416 A(3)(a)(v)	-Parent conference -Expulsion recommendation	√

Major Student Offenses	Consequence	RL
Kidnapping	-Parent conference -Expulsion recommendation	N/A
Knife: possession of a blade less than 2.5 inches R.S. 17:416 B(1)(b)(ii)(bb)	-Parent conference -Up to suspension R.S.17:416 B(1)(b)(ii)(bb)	√
Knife: possession of a blade 2.5 inches or longer R.S.17:416 B(1)(b)(ii)(cc	-Parent conference -Expulsion recommendation R.S.17:416 B(1)(b)(ii)(cc) **Mandatory Expulsion** Grades 6-12: Lowers the mandatory expulsion provision to students in grades 6-12 (regardless of age) for those found guilty of being in possession of a firearm, a knife with a blade equal to or greater than 2.5 inches, or any illegal narcotic, drug, or other controlled substance.	√
Misappropriation with violence to the person	-Parent conference -Suspension up to expulsion recommendation	N/A
Murder	Expulsion recommendation	N/A

Obscene behavior or possession of obscene/pornographic material (includes possession of pornography-images/photos/text messages, etc.) R.S. 17:416 A(3)(a)(v	-Parent conference -Suspension up to expulsion recommendation	√
Profanity/Obscenity/Inappropriate Language: verbal. R.S.17:416 A(3)(a)(iv) -Vulgar verbal messages, words including swearing or name calling as well as words considered indecent or offensive	-Parent conference -Up to suspension	√
Profanity/Obscenity: written/ drawn/gestures R.S.17:416 A(3)(a)(ix) -Writes or draws pictures, words or images considered indecent or offensive (e.g., graffiti, letters, notes, posters, etc.)	-Parent conference -Up to suspension	√
Public indecency	-Parent conference -Possible FINS referral -Up to expulsion recommendation	√
Rape and/or sexual battery	-Parent conference -Expulsion recommendation	N/A
Sexual harassment: verbal, physical, non-verbal R.S.17:416 A(3)(a)(v	-Parent conference -Up to expulsion recommendation	√
Smoking R.S.17:416 A(3)(a)(vi)	-Parent conference -Up to suspension	√
Possession of tobacco products, matches, lighters, etc	-Parent conference -Up to suspension	√
Possession of vapes/electronic smoking devices/facsimiles, etc	Parent conference 1st: 3-day suspension & vaping/E-Cigarette deterrent education course (mandatory) 2nd: 5-day suspension	√

	3rd: 7-day suspension	
Terrorizing/Bomb threat/Fire alarm activation/False alarm LA School and Student Safety Law R.S.17:409 R.S.17:416 A(3)(a)(xvii)	-Expulsion recommendation and restitution if applicable -Acts of terrorizing may require judicial ordered mental health evaluation and judicial clearance prior to return to school	√
Theft/Stealing/Possession of stolen property – Value: less than $200	-Parent conference -Suspension -Restitution	√

Major Student Offenses	Consequence	RL
Theft/Stealing/Possession of stolen property – Value: greater than $200	-Parent conference -Suspension up to expulsion recommendation -Restitution	√
Threatening student R.S.17:416 A(3)(a)(v)	-Parent conference -Up to expulsion recommendation	√
Throwing missiles liable to injure others R.S.17:416 A(3)(a)(xi)	Parent conference -Up to suspension	N/A
Violates traffic and safety regulations (Student Drivers) R.S.17:416 A(3)(a)(xiii)	-Parent conference -Revocation of privileges	N/A
Trespassing violation	-Parent conference -Up to expulsion recommendation	N/A
Makes an unfounded charge against authority R.S. 17:416 A(3)(a)(iii)	-Parent conference -Up to expulsion recommendation	√
Vandalism: value less than $200	-Parent conference	√

R.S.17:416 A(3)(a)(viii) Refers to school board property	-Up to expulsion recommendation -Restitution prior to return to school	
Vandalism: value greater than $200 R.S.17:416 A(3)(a)(viii) Refers to school board property	-Parent conference -Up to expulsion recommendation -Restitution prior to return to school	√
Verbal confrontation-serious R.S.17:416 A(3)(a)(v)	Up to suspension	√
Weapons other than statutory knives or firearms or misrepresentation of any weapon R.S.17:416 B(1)(b)(i)	-Parent conference -Up to expulsion recommendation	√
Willful disobedience (refusal to follow directions) R.S.17:416 A(3)(a)(i)	-Parent conference -Up to suspension	√
Other serious offense R.S.17:416 A(3)(a)(xvii)	-Parent conference -Up to expulsion recommendation	√

- All discipline procedures for students with disabilities will adhere to the guidelines of the Individuals with Disabilities Act (IDEA) and the Americans with Disabilities Act (ADA)/Section 504.

BUS TRANSPORTATION POLICIES AND PROCEDURES

The school bus is an extension of the school building; therefore, all school bus behavior incidents shall be reported to school administration within one school day. The School's Discipline Policy is in effect for all students when being transported on school buses to and from school or school activities. Accordingly, while students may lose the privilege to ride the bus due to their misconduct, the student may also be disciplined according to the school's Discipline Policy, up to and including suspensions, recommendation for expulsion and/or notification to law enforcement. In the case of students with disabilities, school officials are required to follow certain steps prior to imposing a disciplinary action on students with disabilities.

- Behavior incidents are characterized as either major or minor offenses. The offenses are documented by the bus driver and submitted to the school level administrator. Consequences for documented behaviors are issued by the school principal or the principal's designee.
- At no time shall the bus driver assume authority for suspending bus privileges or taking disciplinary action.
- Major bus offenses such as fighting, drugs, weapons, inappropriate bodily contact may warrant more severe consequences that may include but are not limited to suspension from the bus, out of school suspension or recommended for alternative placement from school.

The full 2026 - 2027 School Bus Transportation Policy and Procedures document can be accessed here: 2025 - 2026 SCHOOL BUS TRANSPORTATION POLICY AND PROCEDURES .docx

SUPPORT ACADEMY

Any student in grades 6 - 12 suspended or expelled from school pursuant to the provisions of R.S. 17:416, shall be assigned to the Support Academy. GEO - EBR Support Academy is designed to provide educational and social development for students whose behavior places them at risk of failing in the traditional school structure and/or adult life without positive interventions. Parents of students referred to the Support academy can use the link below to access the program handbook for all information regarding assignment to the alternative program.

GEO Support Academy Alternative Program Handbook

Due Process applies to all in-person and remote learners. Only out of school suspensions and/or expulsions are appealable.

Suspension/Expulsion Procedures

OUT-OF-SCHOOL SUSPENSION

- Principal/Designees shall inform the student of the misconduct of which he or she is accused as well as the basis of the accusation, and the student shall be given an opportunity at that time to explain his or her version of the facts.
- Principal/Designees shall make reasonable effort to investigate all aspects of a discipline problem including review of student referral and information from adult and student witnesses.
- Students shall be suspended if it is determined by the administration that the nature of offense demands suspension. Students will be given credit for classwork successfully completed after returning to school from an out-of-school suspension.
- Principal/Designees shall contact the student's parent/guardian to notify them of the suspension. Should the student's presence disrupt the school's orderly operations, immediate removal from school to parent/guardian custody shall occur.

DUE PROCESS FOR SUSPENSION APPEAL AT THE SCHOOL LEVEL

The principal or principal's designee not involved with the case shall conduct a further investigation of the suspension. Interviews of additional witnesses (if applicable) and information gathered from the appeal documentation are used to determine if the appeal is to be upheld or denied. If the appeal is upheld, the process ends, and the suspension is removed from the student's records. Notification of the removal shall be sent to the Child Welfare and Attendance Department.

DUE PROCESS FOR SUSPENSION BEYOND THE PRINCIPAL LEVEL

- The principal shall forward the denied suspension appeal form to the Expulsion hearing officer.
- A hearing date, time, and place shall be scheduled, and the parent/guardian is notified by certified mail within 5-10 school days.
- The student can return to school before the hearing once a suspension appeal is filed.
- The principal/designee shall be present at the suspension appeal hearing to present the school's case.
- The decision of the hearing officer is final.

EXPULSION

- Pursuant to Act 337, any student in grades six (6) through twelve (12) who is found guilty of being in possession of a firearm, a knife with a blade 2 ½ " or longer, tobacco, alcohol, vaping product, any illegal narcotic, drug, or other controlled substance on school property, a school bus, or at a school-sponsored event, pursuant to a hearing, shall be expelled from school for a minimum of four (4) complete school semesters and be referred to the district attorney for appropriate action. The superintendent may modify the length of the minimum required expulsion on a case-by-case basis.
- Pursuant to Act 337, a student in grades six (6) through twelve (12) who is suspended a third time within the same school year for any offense, excluding those related to dress code or tardiness, shall be recommended for expulsion.
- The principal may recommend expulsion to the Superintendent for any student in grades **pre-kindergarten through five who is found carrying or possessing a knife with a blade 2 ½" in length or longer.**
- **Any student in pre-kindergarten through grade five (5), after being suspended on three (3)** occasions for committing drugs or weapons offenses during the same school year, shall, upon committing the fourth offense, be expelled from all the public schools of the system until the beginning of the next regular school year, and the student's reinstatement shall be subject to the review and approval of the School Board.
- Louisiana law states that any student after a third suspension shall on a fourth suspension from school be recommended for expulsion. A student who has been recommended for expulsion shall be assigned to the Support Academy Discipline Center until a proper hearing has been held and a decision rendered. The principal may recommend a student at any time for expulsion if the offense is of such serious nature as to deny other students' safety and the school's ability to conduct business in an orderly fashion.
- Any student conviction of a felony or incarceration for an act, which had it been committed by an adult would be a felony, shall be cause for expulsion.

DUE PROCESS FOR EXPULSION AT THE SCHOOL LEVEL

- A recommendation for expulsion is made by the principal. For IDEA and 504 eligible students, a manifestation determination or worksheet must be completed prior to administrative recommendations. This form along with the expulsion documents are forwarded to the Expulsion Officer.
- A hearing date, time, and place will be scheduled.
- Notification of student's right to counsel will be given.
- Notification to parent/guardian by certified mail will occur.
- Parent/Legal guardian will notify the hearing officer if their child is represented by legal counsel at the expulsion hearing.
- A hearing is conducted by the Superintendent/designee.
- A determination of whether to expel the student is made by the Superintendent/ designee.
- The principal/designee shall be present at the expulsion hearing to present the case.
- A witnessing school employee may be represented by an employee advocate of the Superintendent's choice at this hearing. An aggrieved employee has the right to advocate for consultation and/or representation at the expulsion hearing.
- Until the hearing takes place, the student shall remain suspended and/or in the Success Academy Discipline Center

DUE PROCESS FOR EXPULSION BEYOND THE SCHOOL LEVEL

- The parent or guardian of the student may request in writing to the Superintendent that the School Board review the findings of the Superintendent or their designee within 5 working days after the decision to expel and the consequence determination have been received. Otherwise, the decision of the Superintendent shall be final.
- The Board, in reviewing the case, may affirm, modify, or reverse the action previously taken.
- If the Board upholds the decision of the Superintendent, the parent or guardian of the student may, within 10 days, appeal to the district court for the parish in which the student's school is located.
- Until the hearing takes place, the student shall remain suspended and/or in the Success Academy Discipline Center

Due Process Rights

- No student shall be disciplined for committing any offense, except in accordance with law and regulations. Every student shall be afforded due process of law.
- The principal and/or a designee shall advise the student of the misconduct, rule, regulation, or law that has been violated and the reasons for such accusation. The student must be given the opportunity to respond to the accusation. The right of due process is more fully described in La. R.S. 17:416, et seq., of the laws of the State of Louisiana and in this handbook.
- Students attending alternative schools or programs as a direct consequence of a hearing for long-term suspension or expulsion from the original school have already been afforded due process of law. If behavior warranting expulsion occurs at the alternative school, due process has already occurred, and no additional hearing is required.

Family Educational Rights & Privacy Act (FERPA)

NOTE TO HIGH SCHOOL PARENTS: In compliance with federal (FERPA) and state (R.S. 17:3913) laws and School Board Policy 6.13 Student Records, parents may refuse permission for their child's personally identifiable information to be accessed by the Louisiana Office of Student Financial Assistance (LOSFA) and/or military recruiters. Parents/guardians who wish to revoke permission must inform the school principal in writing.

I. NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY INSTITUTIONS

The Family Educational Rights and Privacy Act (FERPA) affords parents and students 18 or older ("eligible students") certain rights with respect to the student's education records. They are:

- The right to inspect and review the student's education records within 45 days of the day the district 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 arrange access and notify the parent or eligible student of the time and place where the records may be inspected.
- 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 GEO Academies to amend a record that they believe is inaccurate or misleading. They should write to the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If it is decided not to amend the record as requested by the parent or eligible student, they will be notified of that decision and advised of their right to a hearing regarding the request for amendment.

- The hearing procedures will be provided to the parent or eligible student at the time of the decision's notification along with the right to a hearing.
- 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 district as an 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 district 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 a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if they need to review an education record to fulfill their professional responsibility. Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA are:

  Family Policy Compliance Office
  U.S. Department of Education
  400 Maryland Avenue, SW
  Washington, DC 20202-4605

II. RIGHTS OF NON-CUSTODIAL PARENTS IN THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

The Family Educational Rights and Privacy Act (FERPA) sets out requirements designed to protect the privacy of parents and students. In brief, the law requires a school district to: 1) provide a parent access to the records that are directly related to the student; 2) provide a parent an opportunity to seek correction of the record he or she believes to be inaccurate or misleading; and 3) with some exceptions, obtain the written permission of a parent before disclosing information contained in the student's education record. The definition of parent is found in the FERPA implementing regulation under 34 CFR 99.3. "Parent" means a parent of a student and includes a natural parent, guardian, or an individual acting as a parent in the absence of a parent or a guardian. Section 99.4 gives an example of the rights of parents.

An educational agency or institution shall give full rights under the act to either parent, unless the agency or institution has been provided with evidence that there is a court order, state statute, or legally binding document relating to such matters as divorce, separation, or custody, that specifically revokes these rights. This means that, in the case of divorce or separation, a school district must provide access to both natural parents, custodial and non-custodial, unless there is a legally binding document that specifically removes that parent's FERPA rights. In this context, a legally binding document is a court order or other legal paper that prohibits access to the education record or removes that parent's right to have knowledge about his or her child's education.

Custody or other residential arrangements for a child do not, by themselves, affect the FERPA rights of the child's parents. One can best understand the FERPA position on parents' rights by separating

the concept of custody from the concept of rights that FERPA gives parents. Custody, as a legal concept, establishes where a child will live and often the duties of the person(s) with whom the child lives. The FERPA, however, establishes the parents' right of access to and control of education records related to the child.

WHERE IS STUDENT RECORD INFORMATION KEPT?

While a student is enrolled in a GEO Academies - EBR school, official school records are kept at the home school in the student's cumulative record folder. This folder holds the official student records and other data school officials believe is needed to provide the best instructional services for each student.

WHO MAY SEE STUDENT RECORDS?

Access is limited to parents or legal guardians who present proper identification.

GEO ACADEMIES IS COMMITTED TO COMPLIANCE WITH ALL REGULATIONS AND THE IMPLEMENTATION OF ANY AND ALL ADDITIONS TO FERPA AS THEY ARE RELATED TO EDUCATION.

For further information, please refer to: www2.ed.gov/ferpa.

Complaints

GEO Academies values all concerns and questions of parents and students. As advocates for their children, parents are encouraged to seek answers and resolutions regarding all complaint issues through their child's principal. If such efforts are not satisfactory, parents should then contact the appropriate supervisor at the School Board Office. The names of the principals' and supervisors' names along with their school/district addresses, phone numbers, and email addresses may be found on the school's website.

Anti-Discrimination Policy

It shall be the policy of the GEO Academies EBR School Board that the school district shall place equal emphasis upon the nondiscriminatory provision of educational opportunities for children, and no person shall be denied the benefits of any educational program or activity based on race, color, handicap, creed, national origin, age, religion, or gender. All programs offered by schools within the district shall be open to all students in compliance with statutory and judicial requirements.

Title IX & Sexual Harassment

- No GEO Academies student shall be excluded from participation in, be denied the benefits of, or be subject to discrimination under any education program or activity receiving federal financial assistance based on sex or gender.
- Sexual harassment is a form of sex discrimination under Title IX.
- Sexual harassment qualifies as one of "the most heinous offenses" that one individual may perpetrate against another as it impedes the equal educational access that Title IX was enacted to protect.

DEFINITIONS

1. **ARSON** - The damage to property using an explosive substance or the setting fire to any school or personal property.
2. **ASSAULT** – An attempt to commit a battery or intentional placing of a person in reasonable apprehension of receiving a battery or making statements threatening

physical harm to a person.

3. **BATTERY** – The use of force or violence upon a person if actual contact is made.
4. **BULLYING**
    - A pattern of any one or more of the following:
        - Gestures, including obscene gestures and making faces.
        - Written, electronic, or verbal communications, including calling names, threatening harm, taunting, malicious teasing, or spreading untrue rumors. Electronic communication includes communication or image transmitted by email, instant message, text message, blog, or social networking website using a telephone, mobile phone, pager, computer, or other electronic device.
        - Physical acts, including hitting, kicking, pushing, tripping, choking, damaging personal property, or unauthorized use of personal property.
        - Repeatedly and purposefully shunning or excluding from activities.
    - Where the pattern of behavior as provided in Paragraph (1) of this Subsection is exhibited toward a student, more than once, by another student or group of students and occurs, or is received by a student while on school property, at a school-sponsored or school-related function or activity, in any school bus or van, at any designated school bus stop, in any other school or private vehicle used to transport students to and from schools, or any school-sponsored activity or event.
    - The pattern of behavior as provided in Paragraph (1) of this Subsection must have the effect of physically harming a student, placing the student in reasonable fear of physical harm, damaging a student's property, placing the student in reasonable fear of damage to the student's property, or must be sufficiently severe, persistent, and pervasive enough to either create an intimidating or threatening educational environment, have the effect of substantially interfering with a student's performance in school, or have the effect of substantially disrupting the orderly operation of the school. La. R.S. 17:416.13(C).
5. **BURGLARY**- The unauthorized entry of property.
6. **COMMUNICATING OF FALSE INFORMATION OF PLANNED ARSON OR BOMB THREATS** - The intentional stating, or causing a statement using the mail, telephone, telegraph, the Internet, word of mouth, or other means of communication, of any threat or false information knowing the same to be false, including bomb threats or threats involving fake explosive devices, concerning an attempt or alleged attempt being made, or to be made, to commit either aggravated or simple arson.
7. **COMPLETE SEMESTER**- If the offense occurs on or before the 45th school day of a semester, the minimum expulsion period shall be for the remainder of the semester during which the offense occurred. If the offense occurs after the 45th school day of a semester, the minimum expulsion period shall consist of the remainder of the semester during which the offense occurred and the school semester immediately following.
8. **COMPUTER HACKING** - accessing or causing to be accessed of any computer, computer system, computer network, or any part thereof with intent to view, alter, delete, or insert programs or data without authority.
9. **CONTROLLED SUBSTANCE** – A drug or other substance identified under schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act (21 U.S.C. 812(c)) or State law.
10. **CORPORAL PUNISHMENT** – Means using physical force to discipline a student, with or without an object. Corporal punishment includes hitting, paddling, striking, spanking, slapping or any other physical force that causes pain or physical discomfort. *Corporal punishment is prohibited at GEO Next Generation High School.* See La. R.S. 17

416.1(B)(1)(a).

11. **CYBERBULLYING** – Bullying of a student by another student using a computer, mobile phone, or other interactive or digital technology while on school property, at a school-sponsored or school-related function or activity, in any school bus or van, at any designated school bus stop, in any other school or private vehicle used to transport students to and from schools, or bullying of a student while off school property by another student using any such means when the action or actions are intended to have an effect on the student when the student is on school property. See La. R.S. 17:416.13(C)(1)(b).
12. **DATING VIOLENCE** – Is violence that includes but is not limited to physical or sexual abuse and any offense against a person as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one dating partner against the other partner. Dating violence can be physical, sexual, or psychological/emotional violence within a dating relationship, as well as stalking. It may be in person or electronically between a current or former dating partner.
13. **DISABILITY HARASSMENT** - Consists of physical or verbal conduct relating to an individual's physical or mental impairment or perceived physical or mental impairment when the conduct has the purpose or effect of creating an intimidating, hostile, or offensive school environment.
14. **DISRESPECT FOR AUTHORITY** - Any unprovoked act of aggression which demonstrates a disregard or interference with authority or supervising personnel.
15. **DISTURBANCE -**
    a. Minor Disturbance - An act of misconduct that disrupts the orderly process of educational activities in that area that is confined to a limited area, and/or which jeopardizes the safety of children.
    b. Major Disturbance - A serious act of misconduct that interrupts the orderly process of educational activities that is not confined to a limited area, and/or which jeopardizes the safety of children.
16. **DRUG (ILLEGAL)**- 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 of Federal law or State law.
17. **DRUG PARAPHERNALIA** - Any equipment, products and materials of any kind which are used with drugs such as roach clips, rolling papers, pipes, etc.
18. **EMANCIPATION - Results when a child reaches the age of eighteen or is emancipated by a notarial act, marriage or judicial decision before reaching 18.**
19. **EMERGENCY** - An actual or threatened existence of conditions of disaster or peril to the safety of students and staff in a school or school bus due to an accident, fire, storm, or similar conditions requiring police or medical assistance or lock down of a school site.
20. **EXCUSED TARDY** - Acceptable reason for not being in class on time, including but not limited to accidents, illness, emergencies, or natural disasters.
21. **EXPLOSIVE DEVICES** - Including fireworks, bullets, bombs, and incendiary devices.
22. **EXTORTION** - The taking of property or services from another person by threats, force, or intimidation, with or without that person's consent.
23. **FIGHTING** - The exchange of blows between two or more students with the intent of harming one another.
24. **FIREARM** - The term has the same meaning as given in 18 U.S.C. § 921(a). It means (a) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; or (d) any destructive device. A destructive device means any explosive, incendiary, or poison gas (1) bomb;

(2) grenade; (3) rocket having a propellant charge of more than four ounces; (4) missile having an explosive or incendiary charge of more than one-quarter ounce; (5) mine or (6) any device similar to any of the devices described in the preceding clauses.

25. **GAMBLING** - To play a game of chance where a reward is expected.
26. **HABITUAL OFFENDER** - One who has committed several offenses, not necessarily of the same type.
27. **HAZING** - A. "Hazing" is any intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against another when both of the following apply:
    a. The person knew or should have known that the act endangers the physical health or safety of the other person or causes severe emotional distress. (2) The act was associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization.
    b. “Hazing" includes but is not limited to any of the following acts associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization:
        i. Physical brutality, such as whipping, beating, paddling, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity.
        ii. Physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics, that subjects the other person to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress.
        iii. Activity involving consumption of food, liquid, or any other substance, including but not limited to an alcoholic beverage or drug, that subjects the individual to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual or causes severe emotional distress.
        iv. Activity that induces, causes, or requires an individual to perform a duty or task that involves the commission of a crime or an act of hazing.
    c. A physical activity that is normal, customary, and necessary for a person's training and participation in an athletic, physical education, military training, or similar program sanctioned by the education institution is not considered "hazing" for purposes of this Section.
    d. “Organization” means a fraternity, sorority, association, corporation, order, society, corps, cooperative, club, service group, social group, band, spirit group, athletic team, or similar group whose members are primarily students or former students of an elementary or secondary school of the EBRPSS. La. R. S. 14:40.8(C).
28. **INDECENT BEHAVIOR** – Involves the commission of acts as defined in La. R. S. 14:81 with the intention of arousing or gratifying the sexual desires of either person.
29. **INDIVIDUALIZED ACCOMMODATION PLAN (IAP)** – A written statement for a student with disabilities who qualify for services under Section 504 of the Rehabilitation Act of 1973 and its implementing regulations.
30. **INDIVIDUALIZED EDUCATION PROGRAM (IEP)** - A written statement for a student with disabilities eligible for special education and related services under the Individuals with Disabilities Education Improvement Act of 2004 (IDEA) that contains an overview of instructional needs that is developed, reviewed, and revised in a meeting in accordance with 34 C.F.R. 300.320-300.328, IDEA Regulations.

31. **INSTRUCTIONAL MATERIALS** – Content that conveys the knowledge or skills of a subject in the school curriculum through a medium or a combination of media for conveying information to a student. It also includes any non-secure test, nonsecure assessment, or survey administered to a student. The term also includes books, supplementary materials, teaching aids, computer software, magnetic media, DVD, CD-ROM, computer courseware, online material, information or services, or an electronic medium or other means of conveying information to a student or otherwise contributing to the learning process. La. R.S. 17:355(D)(1).
32. **INTIMIDATION** - To make timid or fearful; intentional unlawful threat by word or act to do violence to the person or property of another person.
33. **LOOK-ALIKE** - Similar to; appear to be.
34. **MOLESTATION** - To make indecent advances in which physical contact is made.
35. **PORNOGRAPHY**-Material (such as books, writing, or photographs) that show erotic behavior and are intended to cause sexual excitement.
36. **POSSESSION** - The exercise of dominion or control over a thing or substance even though not in a person's physical dominion or control, a thing or substance is subject to his dominion or control; joint possession occurs when a thing or substance is in the physical custody of another person who willfully and knowingly shares with the other the right to control the thing or substance.
37. **PROBATION** - A condition in which students are temporarily placed to assist them in adjusting to a normal school setting.
38. **PROVOKING A FIGHT** - To purposely cause or invite either verbally or physically a student or students to fight.
39. **REASONABLE BELIEF** - A suspicion founded upon circumstances sufficiently strong to warrant a belief in a reasonable person that something is true.
40. **ROBBERY** - Taking anything of value belonging to another by using force or intimidation.
41. **SCHOOL BUILDING LEVEL COMMITTEE (SBLC)** – A group of knowledgeable people comprising school staff and parents who meet in response to a student's needs.
42. **SELF-DEFENSE** - An act of protecting oneself from an aggressor where the force used is only sufficient to repel the aggressor.
43. **SERIOUS BODILY INJURY** - Serious bodily injury has the meaning given to the term "serious bodily injury" under 18 U.S.C. § 1365(h)(3). Section 1365(h)(3) defines "serious bodily injury" as "bodily injury which involves—(A) a substantial risk of death; (B) extreme physical pain; (C) protracted and obvious disfigurement; or (D) protracted loss or impairment of the function of a bodily member, organ, or mental faculty."
44. **SEXTING** - knowingly and voluntarily use a computer or telecommunication device to transmit an indecent visual depiction of a person.
45. **SEXUAL BATTERY** – The touching without consent as defined in La. R.S. 14:43.1.
46. **SEXUAL HARASSMENT** -
    a. Student to Student, Student to Staff, or Staff-to Student Harassment -In this context, sexual harassment is defined as any harassment based on someone's sex, gender, or sexual orientation and includes, but is not limited to, unwelcome sexual advances, requests for sexual favors or other inappropriate verbal, nonverbal, visual, written or physical conduct of a sexual nature and/or based on an individual's sex, gender or sexual orientation at school or a school sponsored event.
    b. Extended Definition - Sexual harassment may also include but is not limited to:
        i. Verbal harassment or abuse.
        ii. Uninvited letters, telephone calls, or materials of a sexual nature.
        iii. Uninvited or inappropriate leaning over, cornering, patting, or pinching.

iv. Uninvited sexually suggestive looks or gestures.
v. Intentional brushing against a student's or school employee's body.
vi. Uninvited pressure for dates.
vii. Uninvited sexual teasing, jokes, remarks or questions.
viii. Any sexually motivated unwelcome touching.
ix. Any conduct resulting in an intimidating, hostile, or offensive educational environment; or
x. Attempted or actual rape or sexual assault.

47. **TARDY** - When one is not in his or her classroom or other assigned area when the tardy bell rings.
48. **TERRORIZING** - The intentional communication of information, known by the offender to be false, that the commission of a crime of violence is imminent or in progress or that a circumstance dangerous to human life exists or is about to exist, thereby causing any person to be in sustained fear for his or another person's safety; causing evacuation of a building, a public structure, or a facility of transportation; or causing other serious disruption to the public.
49. **THEFT** – Taking property of another without permission, by stealing, fraud or trickery.
50. **THREAT** - A communication in person, in writing or using the Internet to injure a person or to kill a person, who is a teacher, an employee of the school system or a student at the school system.
51. **THREAT OF TERRORISM** – communication, whether oral, visual, or written, including but not limited to electronic mail, letters, notes, social media posts, text messages, blogs, or posts on any social networking website, of any crime of violence that would reasonably cause any student, teacher, principal, or school employee to be in sustained fear for his safety, cause the evacuation of a building, or cause other serious disruption to the operation of a school.
52. **THREAT OF VIOLENCE** -- communication, whether oral, visual, or written, including but not limited to electronic mail, letters, notes, social media posts, text messages, blogs, or posts on any social networking website, of any intent to kill, maim, or cause great bodily harm to a student, teacher, principal, or school employee on school property or at any school function.
53. **TRESPASSING -** Unauthorized entry on a school campus other than the one a student normally attends except when the student has been assigned to an alternative program.
54. **TRUANT/HOOKY -** Means the repeated or habitual unauthorized absence or tardiness of a child from school or classes.
55. **USE OF CELL TELEPHONE** – The use or operation of a cellular telephone or any electronic telecommunications device occurs when the device is visible, turned on, rings, makes a sound, or is in a mode capable of receiving or transmitting signals.
56. **VANDALISM -**defacing, damaging, and/or breaking of others' property through willful misconduct.
57. **WEAPON** - Any object which, under the circumstances, may be used to inflict bodily injury or damage to property. For the purposes of students with disabilities, "weapon" has the meaning given to the term "dangerous weapon" under 18 U.S.C. § 930(g)(2). Section 930(g)(2) defines "dangerous weapon" as "a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocketknife with a blade less than 2 1⁄2 inches in length."
58. **WILLFUL DISOBEDIENCE** - The intentional refusal to follow a reasonable request of a teacher, administrator, or an adult authority figure on campus which has an impact on the effective or safe functioning of the school (student exhibits repeated disobedience when interventions have not modified behavior).

59. **ZERO TOLERANCE –** An anti-violence policy making school a safer place for learning. School principals shall call the police authorities for a fight involving students who are 14 years of age or older.

Notice of Receipt of School-Wide Discipline Plan

The school-wide Discipline Plan has been written so that staff, scholars, and family members know what behaviors are expected. It is helpful when parents/guardians/families are aware of school expectations so they can help support our school from home. Please sit down and talk about these school expectations with your scholar.

Failure to return this notice of receipt will not relieve scholars or parents/guardians from the responsibility for knowledge of the GEO Next Generation High School School-Wide Discipline Plan.

I have read the **GEO Next Generation High School** School-Wide Discipline Plan and discussed it with my scholar and family.

I understand my scholar is responsible for abiding by the GEO Academies School-Wide Discipline Plan.

_____

Parent/Guardian Signature Date

_____

Student Signature (if applicable) Date

Student Compact

I pledge to fulfill the responsibilities and uphold the expectations outlined in the School Discipline Policy. GEO Next Generation High School is dedicated to ensuring that communication between the school and parents is continual, on-going, and uniform.

Your signature in the appropriate spaces below will indicate your commitment to helping fulfill the school's primary mission—rigorous academic learning.

As the parent of _____ _____, I pledge:

- to maintain high expectations for my child and the school
- to demonstrate consistent interest in my child's progress at school
- to support my child's best efforts
- to support and work with school staff to promote my child's learning.

Parent Signature: _____ Date: _____ /_____ /_____

As a student at GEO Next Generation High School, I pledge:

- to be respectful to myself and others, to attend school faithfully, complete my assignments on time, and work to my highest potential.
- To behave in a way that does not disrupt classroom learning or the school's operation.
- to obey requests by any authorized adult in the school. to refrain from aggressive or threatening behavior towards fellow students, teachers, and staff.
- to refrain from the possession or use of any weapons, illegal drugs, alcohol, or tobacco.

Student Signature: _____ Date:_____ /_____ /_____

I have read the Behavior Management Discipline Plan for GEO Next Generation High School and support the rules and expectations outlined herein.

Parent Signature: _____ Date: _____ /_____ /_____

Student Signature: _____ Date:_____ /_____ /_____

*****Please return the signed contract to your homeroom teacher*****

Teacher/Student/Parent Commitment Form

Please detach and return the signed form to your child's teacher.

I have read the 2025 - 2026 **GEO Next Generation High School** Handbook which includes Teacher/Student/Parent Compact and School Policies. I will support and adhere to all information included in the Handbook.

_____

Print Student's Full Name | Student Signature

_____

Print Parent/Guardian's Full Name | Parent/Guardian Signature

_____

Teacher | Grade | Teacher Signature

GEO Academies Next Generation High School Image/Contact Information Opt-Out Form

I have read the 2025 - 2026 **GEO Next Generation High School** Handbook which includes Image Sharing and Contact Release Information.

I DO NOT wish for my child's Image or Contact Information to be shared or released by the district or school for the purpose of school events, programs at school, newspaper, television, webpages, and/or social media.

Print Parent/Guardian's Full Name Parent/Guardian Signature Date

Teacher Grade

Please sign and return to your child's teacher if you would like to OPT- OUT of Image/Contact Information