Golden Rule Schools

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Elementary and Secondary Student Handbook and Code of Conduct 2026-2027

Board Approved
October 20, 2026

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Welcome letter from the Superintendent

Welcome to another exciting school year at **Golden Rule Schools**! This year, we remain committed to making *“Every Second Count”* for every child as we prepare them for success in college, career, and life. We are excited about the opportunities ahead, opportunities to provide relevant, engaging instruction for our students, ongoing training and support for our dedicated staff, and meaningful ways for parents and community members to be involved in our mission.

We warmly invite you to partner with us as we continue building long-range plans for the positive growth of our schools. Your participation, encouragement, and support make a lasting difference in the lives of our students.

This Student Handbook and Student Code of Conduct (“Handbook”) is a key resource in that partnership. Inside, you’ll find the policies, rules, expectations, and procedures that guide our daily work. It outlines what we expect from students and parents, what you can expect from us, and how we will work together to achieve our educational goals. We’ve worked to make the language as clear and straightforward as possible. Please note, the term “parent” refers to any parent, legal guardian, or other adult who has agreed to take on school-related responsibilities for a student.

The Handbook is organized into six sections:

1. General School Policies and Procedures
2. Health and Safety Information
3. Academics and Grading
4. Student Code of Conduct – required by state law to promote safety and a positive learning environment.
5. Parent Information – including your rights and opportunities for involvement.
6. Important Notices – regarding student information, technology use, and electronic communication devices.

You can also access the Student Code of Conduct in each campus office or on our website at www.goldenruledallas.org.

This Handbook aligns with Board Policy, though policies may be updated throughout the year. If any updates occur that impact this Handbook, we will share them with families through newsletters or other communications. In the event of a conflict between Board Policy and this Handbook, the most recent Board-approved policy will take precedence.

Thank you for taking the time to review this important resource and for showing your commitment to your child’s education. With the combined efforts of our parents, students, educators, and community partners, we will continue to provide the high-quality education that defines Golden Rule Schools.

In the spirit of education,
Jose Gallardo

Board of Education Members	
Sarah Elizondo	Board President
Jeannette Tweedy Thomas	Board Vice-President
Eva Cisneros	Board Secretary
Norma Garcia	Board Member
Lorenzo Elizondo	Board Member

SECTION 1: GENERAL INFORMATION

Mission

The mission of Golden Rule Schools, Inc. ("Golden Rule") is to establish a safe and student-centered environment where knowledge and literacy are encouraged through learning activities that are developmentally appropriate, individually paced, and attuned to each student's academic performance and interests. Golden Rule honors and respects the cultural and ethnic differences of our students. As students develop the problem-solving skills needed for the 21st Century, they will be encouraged to live, study, and strive together to be effective and productive citizens in the diverse and technology-driven global economy.

Statement of Non-Discrimination

Golden Rule does not discriminate on the basis of race, religion, color, national origin, sex or gender, disability, or age in providing educational services, activities, and programs, including vocational and career technology programs. Golden Rule complies with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; Title II of the Americans with Disabilities Act of 1990 ("ADA"), as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; and any other legally-protected classification or status protected by applicable law.

Any questions or concerns about Golden Rule's compliance with these federal programs should be brought to the attention of the following persons designated as being responsible for coordinating compliance with these requirements:

- The Title IX Coordinator, for concerns regarding discrimination on the basis of sex/gender, is Diana Mireles, Human Resource Director, 135 W. Wintergreen Rd. DeSoto, TX 75115, 469- 248-4463.
- The ADA/Section 504 Coordinator, for concerns regarding discrimination on the basis of disability, is Lina Freeman, Special Education/504 Director, 2602 W. Illinois Ave. Dallas, TX 75233, 214)333-9330.
- The Age Discrimination Coordinator, for concerns regarding discrimination on the basis of age, is Diana Mireles, Human Resource Director, 135 W. Wintergreen Rd. DeSoto, TX 75115, 469- 248-4463.
- All other concerns regarding discrimination may be directed to Diana Mireles, Human Resource Director, 135 W. Wintergreen Rd. DeSoto, TX 75115, 469-248-4463.

Public Notification of Nondiscrimination in Career and Technical Education Programs

Golden Rule Charter Schools offer career and technical education programs in Business Industry and Public Services. Admission to these programs can be found in our Student Handbook.

It is the policy of Golden Rule Charter Schools not to discriminate on the basis of race, color, national origin, sex or handicap in its vocational programs, services or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended.

It is the policy of Golden Rule Charter Schools not to discriminate on the basis of race, color, national origin, sex, handicap, or age in its employment practices as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975, as amended; and Section 504 of the Rehabilitation Act of 1973, as amended. Golden Rule Charter Schools will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs.

For information about your rights or grievance procedures, contact the Title IX Coordinator, Diana Mireles, at dmireles@goldencharter.org , and/or the Section 504 Coordinator, Lina Freeman, at lfreeman@goldencharter.org . You can also call our district offices at 469-248-4463.

General Admissions and Enrollment Information

Admission and enrollment of students shall be open to persons who reside within the geographic boundaries stated in the Golden Rule charter, and who are eligible for admission based on lawful criteria identified in the charter and in state law. The total number of students enrolled in Golden Rule shall not exceed the number of students approved in the charter or subsequent amendments. Total enrollment may further be limited by Golden Rule based on occupancy limitations, code compliance, and staffing requirements as deemed necessary.

In accordance with state law, Golden Rule does not discriminate in its admissions policy on the basis of sex; national origin; ethnicity; religion; disability; academic, artistic, or athletic ability; or the district the child would otherwise attend.

Exclusion from Admission

As authorized by the Golden Rule charter and Texas Education Code § 12.111(a)(5)(A), students with a documented history of a criminal offense, a juvenile court adjudication, or other discipline problems listed under Texas Education Code Chapter 37, Subchapter A may be excluded from enrollment in Golden Rule.

Submission of Applications and Admissions Lottery

Students wanting to attend Golden Rule should submit an application during the school's open enrollment period as designated by the administration. Enrollment forms are available at each campus and online through the Golden Rule website.

If fewer applications than spots available are received, students will be offered admission on a first-come, first-served basis. If Golden Rule receives more applications than it has spots available in any grade level, it will conduct a random lottery. Each applicant selected during the lottery (up until all open seats are filled) will be offered admission. Once all enrollment spots have been filled by the lottery, the lottery will continue and applicants will be placed on a waiting list in the order in which they are drawn. If a vacancy arises before the commencement of the next school year, the individual on the waiting list with the lowest number assignment will be offered admission and then removed from the waiting list.

If an application is received after the application period has passed, the applicant's name will be added to the waiting list behind the names of the applicants who timely applied.

Families offered an enrollment seat will be sent a registration packet with instructions for registering. Families must complete and return the registration packet by the published deadline in order to secure enrollment. If an enrollment offer is declined or if you do not complete the registration packet by the established deadline, your child's seat will be offered to the next potential student on the waiting list.

Exceptions to Lottery Process: Federal guidelines permit Golden Rule to exempt from the lottery students who are already attending Golden Rule; siblings of students already admitted to or attending Golden Rule; and children of Golden Rule's founders, teachers, and staff, so long as the total number of students allowed under this exemption constitutes only a small percentage of Golden Rule's total enrollment.

McKinney-Vento Homeless Education Assistance Act of 2001

Homeless children and youth are ensured specific educational rights and protections. A listing of these specific rights may be obtained from Golden Rule by contacting Rosa Rodriguez, Counselor, 2602 W. Illinois Ave. Dallas, TX 75233, and 214-333-9330.

"Homeless children and youth" as defined and covered by the McKinney-Vento Homeless Education Assistance Act of 2001:

- This means individuals who lack a fixed, regular, and adequate nighttime residence.
- Includes children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason.
- Are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative accommodations.

- Are living in emergency or transitional shelters.
- Are abandoned in hospitals, or are awaiting foster care placement.
- Children and youth who have a primary nighttime residence that is a public or private place not designed as a regular sleeping accommodation for human beings.
- Children and youth who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations.

Parents of students in homeless situations can keep their students in their schools of origin (the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled even if the student is now residing outside the school attendance area or school district) or enroll them in any public school that students living in the same attendance area are eligible to attend.

Student Information

Any student admitted to Golden Rule must have records, such as a report card and/or transcript from the previous school attended, to verify his or her academic standing. Verification of residency and current immunization records are also required. Every student enrolling in Golden Rule for the first time must present documentation of immunizations as required by the Texas Department of State Health Services.

No later than 30 days after enrolling in Golden Rule, the parent and school district in which the student was previously enrolled shall furnish records that verify the identity of the student. These records may include the student's birth certificate or a copy of the student's school records from the most recently attended school. Students will not be denied enrollment because they failed to meet this requirement.

Golden Rule will forward a student's records on request to a school in which a student seeks or intends to enroll without the necessity of the parents' consent.

Food Allergy Information

The parent of each student enrolled in Golden Rule must complete a form provided by Golden Rule that discloses (1) whether the child has a food allergy or a severe food allergy that should be disclosed to the school to enable it to take any necessary precautions regarding the child's safety and (2) specifies the food(s) to which the child is allergic and the nature of the allergic reaction.

For purposes of this requirement, the term "severe food allergy" means a dangerous or life-threatening reaction of the human body to a food-borne allergen introduced by inhalation, ingestion, or skin contact that requires immediate medical attention.

Golden Rule may also require information from a child's physician if the child has food allergies.

Food allergy information forms will be maintained in the child's student records and shall remain confidential. Information provided on food allergy information forms may be disclosed to teachers, school counselors, school nurses, and other appropriate school personnel only to the extent consistent with Board policy and as permissible under the Family Educational Rights and Privacy Act of 1974 ("FERPA").

Establishing Identification

Any of the following documents are acceptable for proof of identification and age: birth certificate; driver's license; passport; school ID card; records, or report card; military ID; hospital birth records; adoption records; church baptismal record; or any other legal document that establishes identity.

Undocumented Students

Enrollment may not be denied to children who are not legally admitted into the United States.

Residency Verification

The Texas Education Code authorizes schools to obtain evidence that a person is eligible to attend public schools. To be eligible for continued enrollment in Golden Rule, each student's parent must show proof of residency at the

time of enrollment. Residency may be verified through observation, documentation, and other means, including, but not limited to:

1. A recently paid rent receipt,
2. A current lease agreement,
3. The most recent tax receipt indicating home ownership,
4. A current utility bill indicating the address and name of the residence occupiers,
5. Mailing addresses of the residence occupiers,
6. Visual inspection of the residence,
7. Interviews with persons with relevant information, or
8. Building permits issued to a parent on or before September 1st of the school year in which admission is sought (permits will serve as evidence of residency for the school year in which admission is sought only).

False Information

Falsification of enrollment information or the presentation of false information or false records for identification is a criminal offense under the Texas Penal Code. If a student is enrolled on the basis of false information, the student and/or parent may be liable for a tuition fee in accordance with the Texas Education Code.

School Calendar

Golden Rule operates according to the school calendar adopted annually by the Board of Directors. Holidays may be used as school make-up days for days lost due to bad weather. The latest changes to the calendar will be available on the district website.

School Day

Please consult with your specific campus in regard to regular school day hours and early release hours.

Grade Level	Instructional Hours	Breakfast Hours	Early Release Hours
Pre-Kindergarten A.M.	8:00 a.m. - 12:00 p.m.	7:15 a.m. - 7:45 a.m.	8:00 a.m. - 10:30 a.m.
Pre-Kindergarten P.M.	11:45 a.m. - 3:30p.m.		10:00 a.m. - 12:30 p.m.
Kindergarten - 5th grade	8:00 a.m. - 3:30 p.m.	7:15 a.m. - 7:45 a.m.	8:00 a.m. - 12:30 p.m.
6th - 8th grade	8:30 a.m. - 4:00 p.m.	7:45 a.m. - 8:15 a.m.	8:30 a.m. - 1:00 p.m.
6th - 8th grade (DeSoto Only)	8:00 a.m. - 3:30 p.m.	7:15 a.m. - 7:45 a.m.	8:00 a.m. - 12:30 p.m.

Students arriving after the designated time must receive a tardy pass from the front office prior to arrival in class. At the elementary level, students are considered tardy beginning at 8:01 a.m. For the middle school level, students are counted tardy at 8:31 a.m. Unexcused early dismissals result in missed instructional time and students may be required to make up missing assignments. Students with five or more unexcused absences may be required to attend in-school suspension. Texas Education Code 25.085 – 25.0952 and Texas Family Code 65.001 will govern compulsory school attendance, truancy, and minimum class attendance.

It is imperative students come to school prepared to learn, equipped with the necessary tools, and given priority to their daily class work and homework. Daily attendance and minimal tardiness are imperative for academic success.

Release of Students from School

A student will not be released from school at times other than at the end of the school day except with permission from the Campus Principal or designee, and in accordance with campus sign-out procedures. Additionally, state rules require that parental consent be obtained before a student under the age of 18 may leave campus at any point in the school day.

Because class time is important, doctor's appointments or meetings with other professionals should be scheduled at times when the student will not miss instructional time, if possible.

Attendance

Regular school attendance is essential for a student to make the most of his or her education – to benefit from

teacher-led and school activities, to build each day's learning on the previous days, and to grow as an individual. Official attendance is taken each day and recorded each instructional period. Tardiness and early checkouts are also recorded each day.

Absences from class may result in serious disruption of a student's mastery of the instructional materials; therefore, the student and parent should make every effort to avoid unnecessary absences. Additionally, state law mandates compulsory attendance for children of a certain age, and Golden Rule policy deals with attendance for course credit and a student's final grade. These items are discussed below.

Tardy procedures are as follow:
Students are considered tardy when they arrive at a class after it has begun without any prior administrator or teacher approval. A tardy more than 15 minutes to any class becomes an absence. Students more than five minutes late to any class will be considered "skipping" class. All tardies will be subject to disciplinary consequences according to campus procedure. Secondary students must be in the building with their class in their designated area at the campus-specific start time.

Texas Compulsory Attendance Law
The state compulsory attendance law requires that a student between the ages of six and 19 must attend school, as well as any applicable accelerated instruction program, extended year program, or tutorial session, unless the student is otherwise excused from attendance or legally exempted or excused. (per section 25.085 of the TEC)

School employees must investigate and report violations of the state compulsory attendance law. A student absent from school without permission from any class; from required special programs; from additional instruction assigned by a placement/attendance committee; or from required tutorials or required summer school/remediation will be considered "truant" and subject to disciplinary action for both parent/student under TEC 25.093/FC 65.001

A student who voluntarily attends or enrolls before their 6th birthday or after his or her 19th birthday is required to attend each school day. If a student 19 years of age or older has more than five unexcused absences in a semester, Golden Rule may revoke the student's enrollment, except that Golden Rule may not revoke the enrollment on a day on which the student is physically present at school. The student's presence on school property thereafter would be unauthorized and may be considered trespassing. Prior to revoking the student's enrollment Golden Rule shall issue a warning letter to the student after the third unexcused absence stating that the student's enrollment may be revoked for the remainder of the school year if the student has more than five unexcused absences in a semester. As an alternative to revoking enrollment, Golden Rule may impose a behavior improvement plan.

Notice to Parents: Under Texas Education Code § 25.095(a), you are hereby notified that if a student is absent from school on ten or more days or parts of days within a six-month period in the same school year, the student's parent is subject to prosecution under Texas Education Code § 25.093; and the student is subject to referral to a truancy court for truant conduct under Texas Family Code § 65.003(a).

Golden Rule shall notify a student's parent if the student has been absent from school, without excuse, on three days or parts of days within a four-week period. The notice will inform the parent that it is the parent's duty to monitor the student's school attendance and require the student to attend school; the student is subject to truancy prevention measures under Texas Education Code § 25.0915; and that a conference between school officials and the parent is needed to discuss the absences. missing part of the beginning of the day i.e. tardy or leaving before the day of instruction has completed will be considered a "parts of day" under Texas Statute.

Attendance for Course Credit or Final Grade

To receive credit or a final grade in a class, a student must attend at least 90% of the days the class is offered. These days include both excused and unexcused absences. A student who attends at least 75%, but fewer than 90% of the days the class is offered may receive credit for the class if he or she completes a principal's plan, which allows the student to fulfill the instructional requirements for the class.

If the student attends fewer than 75% of the days a class is offered and is failing the course, the student will be

deemed as ineligible for attendance recovery, thus recommended for retention or credit not earned.

If a student attends fewer than 75% of the days a class is offered and is passing the course(s), the student will be referred to the Attendance Review Committee to determine whether the absences were due to extenuating circumstances and how the student may regain credit or earn a final grade.

The Attendance Review Committee will consider the following factors when determining whether there are extenuating circumstances for the absence:

1. All absences, whether excused or unexcused, must be considered, with consideration given to special circumstances as defined by the Texas Education Code.
2. For a student transferring into Golden Rule after school begins, including a migrant student, only those absences after enrollment will be considered.
3. In reaching consensus about a student's absences, the committee will attempt to ensure that its decision is in the best interest of the student.
4. The committee will consider whether the absences were for reasons over which the student or parent could exercise control.
5. The committee will consider the acceptability and authenticity of documentation expressing reasons for the student's absences.
6. The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
7. The student, parent or other representative will be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit.

If the committee determines there are no extenuating circumstances and that credit or a final grade may not be earned, regardless of passing, the student or parent may appeal the committee's decision by filing a written request with the Superintendent or designee. The appeal notice must be postmarked to the following address within 10 days following the last day of instruction in the semester for which credit was denied:

Golden Rule Charter School Attn: Superintendent of Schools 135 W. Wintergreen Rd.
DeSoto, TX 75115

The appeal will then follow a level II grievance policy and should include the committee's decision. The Superintendent or designee shall inform the student or parent of the date, time, and place of the meeting.

Absence and Tardiness

When a student must be absent from school, parents are asked to call the school each day the student will be absent. Upon returning to school, the student must bring a note, signed by the parent, or a medical excuse signed and dated by a provider that describes the reason for the absence. Notes should be submitted to the school registrar, and may be returned in person or faxed to the school. If a note is not received within 3 school days of absence, the absence will be recorded as unexcused. A maximum of three school days per school year may be excused with parent notes. These three days may be covered by one, two, or three parent notes. Any absences beyond the three-day limit will be recorded as unexcused.

Because excessive absences are considered truancy under state law, Golden Rule reserves the right to take extreme absence cases to court.

Golden Rule recognizes two kinds of absences: excused and unexcused. Students and parents should read this section carefully to understand the school's expectations. Students and parents should also be aware of the school's policy regarding homework, quizzes, and tests following an absence.

Excused Absences

State law allows exemptions to the compulsory attendance requirements for several types of absences if the student makes up all work. These include the following activities and events:

- Religious holy days
- Required court appearances.

- Activities related to obtaining United States citizenship.
- Service as an election clerk.
- Documented health-care appointments for the student or a child of the student, including absences for recognized services for students diagnosed with autism spectrum disorders. If a student returns to school the same day or attends part of the day prior to a doctor's appointment and then presents a doctor's note verifying the appointment, the absence is excused, and the student is counted present.
- For students in the conservatorship (custody) of the state.
- Mental health or therapy appointments.
- Court-ordered family visits or any other court-ordered activity provided it is not practicable to schedule the student's participation in the activity outside of school hours.
- Student in grades 6–8 for purposes of sounding "Taps" at a military honors funeral held in Texas for a deceased veteran.

Absences of up to five days will be excused for a student to visit with a parent, stepparent, or legal guardian who has been called to duty for, is on leave from, or immediately returned from certain deployments.

For religious holy days, required court appearances, activities related to obtaining citizenship, and service as an election clerk, one day of travel to the site and one day of travel from the site shall also be excused by Golden Rule.

Unexcused Absences

Any absence not listed above or approved in advance by the Campus Principal due to extenuating circumstances will be considered an unexcused absence.

Tardiness and Late Arrival(Parts of Days)

Nearly all tardiness is avoidable. If a student arrives late to school, the student must report to the school office to receive a tardy slip prior to going to class. Any student who misses more than 25% of a school day will be considered absent and not tardy.

Make-up Work

If a student misses class for any reason, a teacher may assign make-up work that incorporates the instructional objectives for the class and that will assist the student to master the essential knowledge and skills necessary to meet subject or course requirements.

Make-up assignments or tests shall be made available to students after any absence. A student will be responsible for obtaining and completing the makeup work in a satisfactory manner and within the time specified by the teacher.

Teachers shall inform their students of the time allotted for completing make-up work after an absence. A student who does not make up assigned work within the time allotted by the teacher will receive a grade of zero for the assignment.

In accordance with grading guidelines, a student shall be permitted a reasonable opportunity to re-do an assignment or retake a test for which the student received a failing grade.

A student will be permitted to make up class work, tests, or projects due in any class missed because of absence. Teachers may assign a late penalty to any long-term project in accordance with timelines approved by the principal and previously communicated to students.

Voluntary Withdrawal

A student under 18 years of age may be withdrawn from school only by the student's custodial parent or legally appointed guardian. Students 18 or older may request withdrawal without a parent/guardian's signature. Golden Rule requests notice from the parent at least three days in advance so that records and documents may be prepared. Withdrawal forms may be obtained from the main office. Upon withdrawal, the student's custodial parent or legally appointed guardian shall also provide the name of the new school in which the student will be

enrolled and must sign the withdrawal request to document that the student will continue to be enrolled in a school as required by compulsory attendance laws.

Withdrawing students and parents will be required to:

- Return all checked-out materials and equipment;
- Complete any make-up work assigned;
- Pay any unpaid balance for student fees, if any; and
- Sign a release of student records.

Involuntary Withdrawal

Golden Rule may initiate withdrawal of a student under the age of 19 for non-attendance if:

- The student has been absent 10 consecutive school days or 20 cumulative days within a grading cycle; and
- Repeated efforts by the school to locate the student or remedy the situation have been unsuccessful.

Additionally, Golden Rule may revoke the enrollment of a student 19 years of age or older who has more than five unexcused absences in one semester.

Grading – Students Who Withdraw from School

Estimated grades to date of withdrawal are given by teachers on the withdrawal form when a student checks out of school. The date of withdrawal is shown on the permanent record. If a student transfers to another school, the grade to date of withdrawal is also sent with other records to the new school.

Dress and Grooming

As authorized by state law and the Golden Rule charter, students are required to wear uniforms to school. Golden Rule's dress and grooming standards are designed to teach grooming and hygiene, prevent disruption, minimize safety hazards, and provide a dress standard that offers flexibility for the parent and student. Students must come to school cleanly and neatly groomed and wearing clothing that will not be a health or safety hazard to the student or others, and that will not distract from the educational atmosphere of the school. Students are required to arrive in proper attire every day.

Parents must provide their student(s) with the required uniform, except in the case of educationally disadvantaged students as provided in the Texas Education Code. Golden Rule may provide a uniform to educationally disadvantaged students. A request for school assistance for purchasing uniforms must be made in writing to the Campus Principal and include evidence of the inability to pay. Further details are available in the main office. The purchase of school uniforms are final sales. Uniforms cannot be returned for exchange, credit, or refunded.

A parent may choose for his or her student(s) to be exempted from the requirement of wearing a uniform if the parent provides a written statement that, as determined by the Board of Directors, states a bona fide religious or philosophical objection to the requirement.

Students who do not follow the school's guidelines for personal attire and appearance may be subject to discipline under the Student Code of Conduct. Additionally, a parent may be contacted to bring an acceptable change of clothing to school, and the student may be assigned to in-school suspension for the remainder of the day until a change of clothes is brought to the school.

Golden Rule students are expected to dress in a manner that conveys respect for the learning environment and communicates a message of personal confidence and pride. The following specific guidelines must be adhered to:

General Dress Code Guidelines

- Appropriate undergarments must be worn at all times.
- Any clothes that are suggestive or indecent or which cause distraction are not acceptable. Clothing should not have tears that expose the skin. Clothing that is lewd, offensive, vulgar, or obscene or that advertises or depicts tobacco products, alcoholic beverages, drugs, or any other substance prohibited

under Board Policy shall not be worn.

- Excessively tight clothing including leggings, baggy or torn pants, shorts, sweats, pajamas, or clothing that is shorter than mid-thigh are not permitted. Apparel worn below the hipline is not allowed. Undergarments must not be showing. Specifically, oversized clothing, tank tops, muscle shirts, halter-tops, spaghetti straps, exposed backs or midriffs, and see-through garments are not permitted.
- Indecent/inappropriate patches, writings, or drawings are not permitted.

Hairstyles

Hairstyles, in general, are expected to be clean, neat, and in good taste:

- Natural Hair Colors
- Designs in hair are unacceptable.
- Mohawks are not acceptable

Head Attire

- No hats, caps, shower caps, sweatbands, etc. shall be worn at any time.
- Bandanas are not allowed on school property at any time.

Body Adornments

- Male students - Ear adornments of any kind are **unacceptable** (including but not limited to, earrings, straw, Band-Aids, strings, plastic, threads).
- Female students – only pierced items allowed on the body are earrings in the ears.
- Facial/tongue/teeth/body adornments are **unacceptable for everyone.**
- No visible body art is allowed to include hair designs or symbols.

Applicable only to Free Dress or Jean Day Policy

- All free dress or jean day dress must meet the requirements of the district dress code.
- Pants must be worn at the natural waist.
- Clothing must not be worn too tightly.
- No midriffs or short skirts.
- No shirts with inappropriate logos or words.
- No tank tops or spaghetti straps.
- No flip-flop sandals.
- No puffy jackets/vest.
- Rules from the handbook regarding jewelry apply.
- Students should wear only blue denim jeans, shorts, or skirts.
- There should not be any printed logos or emblems on jeans.
- Torn jeans or jeans with holes that expose the skin are not acceptable.
- Pajamas are not acceptable.
- Additional guidelines at the discretion of campus administration.

Golden Rule will periodically review its dress and grooming policies, and make changes as needed.

While it is inevitable that there will be differences of opinion as to the appropriateness of dress, grooming, and/or determining whether or not a student's attire is disruptive or distracting to the educational environment of the school, the final determination will be made by the Campus Principal or designee. Any student who does not comply with the dress and grooming code will be removed from the regular school setting until the student complies with this code.

Student Fees

Materials that are part of the basic educational program are provided with state and local funds at no charge to a student. Students are expected to provide their own consumable items, such as pencils, paper, pens, erasers,

notebooks, calculators, headsets, etc. Students may be required to pay certain fees or deposits, including:

1. A fee for materials for a class project that the student will keep if the fee does not exceed the cost of materials;
2. Membership dues in voluntary student clubs or organizations and admission fees to extracurricular activities;
3. A security deposit for the return of materials, supplies, or equipment;
4. A fee for personal physical education and athletic equipment and apparel, although a student may provide the student's own equipment or apparel if it meets reasonable requirements and standards relating to health and safety;
5. A fee for voluntarily purchased items, such as student publications, class rings, pictures, yearbooks, graduation announcements, etc.;
6. A fee for voluntary student health and accident benefit plan;
7. A reasonable fee, not to exceed the actual annual maintenance cost, for the use of musical instruments and uniforms owned or rented by the school;
8. A fee for items of personal apparel used in extracurricular activities that become the property of the student;
9. A parking decal fee
10. A fee for the replacement of a student identification card;
11. If offered, a fee for a driver training course, not to exceed the actual cost per student in the program for the current school year;
12. A fee for an optional course offered for credit that requires the use of facilities not available on campus or the employment of an educator who is not part of the school's regular staff;
13. A fee for summer school courses that are offered tuition-free during the regular school year;
14. A reasonable fee, not to exceed $50, for costs associated with an educational program offered outside of regular school hours through which a student who was absent from class receives instruction voluntarily for the purpose of making up the missed instruction and meeting the level of attendance required for class credit, so long as the fee would not create a financial hardship or discourage the student from attending the program;
15. A fee for lost, damaged, or overdue library book; or
16. A fee specifically permitted by any other statute.

The board may not charge fees for:

1. Instructional materials, workbooks, laboratory supplies, or other supplies necessary for participation in any instructional course except as authorized under this code;
2. Field trips required as a part of a basic education program or course;
3. Any specific form of dress necessary for any required educational program or diplomas;
4. The payment of instructional costs for necessary school personnel employed in any course or educational program required for graduation;
5. Library materials required to be used for any educational course or program, other than fines for lost, damaged, or overdue materials;
6. Admission to any activity the student is required to attend as a prerequisite to graduation;
7. Admission to or examination in any required educational course or program; or
8. Lockers.

Supply lists are posted on the Golden Rule website and are distinct for each of our programs.

Families are responsible for paying all fees associated with extra-curricular programs, including clubs, parking, athletics, fine arts, UIL academics, and academic supervision prior to participation.

Golden Rule may waive any fee or deposit if the student and parent are unable to pay. A request for such a waiver must be made in writing to the Superintendent or designee, and include evidence of inability to pay. Details for the fee waiver are available in the main office.

School Facilities

To ensure that school facilities can serve those for whom they are intended, both this year and in the coming years--littering, defacing, or damaging school property is not tolerated. In accordance with state law, students and parents may be required to pay for damages they cause, and students are subject to disciplinary consequences in accordance with the Student Code of Conduct.

Extracurricular Activities, Clubs, and Organizations

A variety of school-sponsored clubs, activities, and performing groups are available in each school. Students are encouraged to participate in those activities that they find interesting. Most organizations engage in community service projects, academic competitions, leadership development, performances, or career exploration activities which enhance the academic and personal growth of students. These activities also build pride, school spirit, and a sense of community

between and among students.

Golden Rule has authority over students at school-related events including the regular school day, while using school transportation, and at any school-related misconduct, regardless of time or location. The Student Code of Conduct applies to all school-sponsored and school-related activities, on or off campus. Students who violate these rules will be subject to disciplinary action and, when appropriate, will be referred to authorities for criminal prosecution for violations of law.

Academic Eligibility Requirements for Extracurricular Participation

A student who receives, at the end of any grading period, a grade below 70% in any academic class may not participate in extracurricular activities for at least three weeks. In addition, students with disabilities who fail to meet the standards in their Individualized Education Program may not participate in extracurricular activities for at least three weeks. Ineligible students may practice or rehearse. A student will regain eligibility when the principal and teachers determine that the student has:

1. Earned a passing grade (70 or above) in all academic classes
2. Completed the three weeks of ineligibility

Excused Absences / Tardies Related to Extracurricular Participation

A student is allowed up to ten absences from class during the school year for extracurricular activities or public performances. A student who misses class because of participation in a non-approved activity will receive an unexcused absence.

Any restrictions on participation related to discipline are set out in the Student Code of Conduct.

Excused Absences / Tardies

If an illness prevents a student from attending school. The coach of the sport shall be notified by the athlete during the school day (using school email) when they are not in school and cannot attend practice. Students are ineligible to participate in practices or games if they are absent on the same day.

Sponsors of student clubs and performing groups may establish standards of behavior – including consequences for misbehavior – that are stricter than those for students in general. If a violation of organization rules is also a violation of school rules, the consequences specified by the Student Code of Conduct or by local policy will apply in addition to any consequences specified by the organization.

School Sponsored Trips and Field Trips

Students who participate in school-sponsored trips are required to ride in transportation provided by the school to and from the event. Exceptions may be made if the student's parent or guardian personally presents a written request to the Campus Administrator the day prior to the scheduled trip that the student is allowed to ride with the parent at the conclusion of the field trip and only if the field trip concludes at the end of the school day. Golden Rule shall not be liable for any injuries that occur to students riding in vehicles that are not provided by the school. If a parent or guardian is attending the field trip as a chaperone and is assigned the duty of supervising students, he or she will not be allowed to bring siblings. No parent is permitted to ride school-provided

transportation. In the event of student misconduct/sickness, parents may be contacted to pick up and transport their child at the discretion of the Campus Administrator. Parents and guardians must submit to a criminal background check prior to attending any school-sponsored trips and events.

The Student Code of Conduct is in effect during all school-related trips. Conduct violations can be used to deny students the opportunity to participate in field trips.

Cafeteria Services

Golden Rule participates in the National School Lunch Program and offers nutritionally balanced meals daily to students.

Guidelines set by the Texas Department of Agriculture (TDA) and United States Department of Agriculture (USDA) are followed to meet the nutritional needs of all students. Menus may be obtained at the school office.

Free and reduced-price meals are available based on a student's financial need. Information about a student's participation is confidential. Please see the Cafeteria Manager to apply. Students must apply for meal assistance each school year.

State-Mandated Nutrition Guidelines

The TDA places strict limits on any food or drink provided or sold to students other than through Golden Rule's food and nutrition services. More detailed information may be obtained at the school office, or online at www.squaremeals.org.

Food Deliveries

Food deliveries from services like Uber Eats, GrubHub, or any other external delivery service are prohibited on campus. Only parents or individuals listed as contacts for specific students are permitted to deliver food, and such deliveries must be exclusively for the intended student and not shared with others. All food deliveries from parents or listed contacts must be dropped off at the front office. It's important to note that Golden Rule School is not liable for food items delivered through unauthorized delivery services.

Parties and Social Events

Golden Rule campuses are allowed to have no more than three parties each year. These parties are as follows: Winter, Valentine's Day, and End of Year Party. **Any social event, room party, etc., sponsored by the school, a parent(s), student organization, or a class must have the approval of the campus principal one week prior to the party.**

Rules of good conduct and grooming will be observed at social activities and parties. **The cafeteria manager may determine specific nutrition guidelines for food at parties.**

Individual Student Birthdays

Parents may bring store-bought, packaged, and unopened cupcakes or cookies to be distributed for student birthdays with the timing of distribution at the discretion of the teacher and building administrator. The timing will never be before the end of the class lunch, as required by the Texas Department of Agriculture's Public School Nutrition Policy. The designated time period is **thirty minutes prior to the end of the instructional day** for the appropriate student grade level.

Homemade items **cannot** be brought into the classroom due to food safety and Hazard Analysis Critical Control Point (HACCP) requirements. All food items served to students must be prepared in a facility with a current health inspection and permit.

Students issuing invitations to individual birthday parties or other celebrations may only do so at school if all students in the homeroom class are invited. These birthday invitations must be passed out at the end of the day with permission from the teacher.

Floral arrangements, balloons, cookie grams, etc. are not considered appropriate during school hours. The school office staff will not deliver these items to the classroom.

Transportation

Golden Rule does not provide regular transportation to and from school unless required by a student's Individualized Education Plan ("IEP") for a student with disabilities. However, Golden Rule may provide transportation in school vehicles for educational field trips and participation in athletic and other extracurricular events.

Riding in a school vehicle is a privilege. School vehicle drivers have the authority to maintain discipline and require seating charts. When riding in a school vehicle, students are held to behavioral standards established in this Handbook and the Student Code of Conduct. Students must:

1. Follow the driver's directions at all times.
2. Enter and leave the vehicle in an orderly manner at the designated bus stop nearest home.
3. No standing unless a seat is not available.
4. Do not deface the vehicle and/or its equipment.
5. Do not put your head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the vehicle.
6. Upon leaving, wait for the driver's signal before crossing in front of the vehicle.
7. When students ride in a Golden Rule van or passenger car, seat belts must be used at all times.
8. No food or drink in the vehicle.
9. Only designated students are allowed to ride in the vehicle. Students may neither ride the vehicle to a different location nor have friends ride the vehicle to participate in after-school activities.

If a student with a disability is receiving school transportation as a result of an IEP, the Admission Review and Dismissal (ARD) Committee will have the discretion in determining appropriate disciplinary consequences related to inappropriate behavior in a school vehicle.

Academic Achievement Records

Golden Rule maintains an academic achievement record for each student enrolled. These records list complete personal student data, give complete scholastic grades, and report student activities, honors, and scores on standardized achievement tests. Requests for academic achievement records should be made to the campus registrar.

Displaying a Student's Artwork, Projects, Photos, and Other Original Work

Teachers may display student work in classrooms or elsewhere on campus as recognition of student achievement. However, Golden Rule will seek parental consent before displaying student artwork, special projects, photographs taken by students, and other original works on the Golden Rule website, on any campus or classroom website, in printed materials, by video, or by any other method of mass communication. Golden Rule will also seek consent before displaying or publishing an original video or voice recording in this manner.

Distribution of Materials or Documents

School Materials

Publications prepared by and for Golden Rule may be posted or distributed with prior approval by the Principal and/or
teacher. Such items may include school posters, brochures, murals, etc.

Non-School Materials

Students must obtain express prior approval of the Superintendent or designee before distributing, posting, selling, or circulating written materials, handbills, photographs, pictures, petitions, films, tapes, posters, or other visual or

auditory materials on campus.

Non-school literature shall not be distributed by students on Golden Rule property if:

- The materials are obscene, vulgar, or otherwise inappropriate for the age and maturity of the audience.
- The materials endorse actions endangering the health or safety of students.
- The materials promote illegal use of drugs, alcohol, or other controlled substances.
- The distribution of such materials would violate the intellectual property rights, privacy rights, or other rights of another person.
- The materials contain defamatory statements about public figures or others.
- The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
- The materials are hate literature or similar publications that scurrilously attack ethnic, religious, or racial groups or contain content aimed at creating hostility and violence, and the materials would materially and substantially interfere with school activities or the rights of others.
- There is reasonable cause to believe that distribution of the non-school literature would result in material and substantial interference with school activities or the rights of others.

Any student who posts material without prior approval will be subject to disciplinary action in accordance with the Student Code of Conduct. Materials displayed without approval will be removed.

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials over which Golden Rule does not exercise control shall not be sold, circulated, or distributed by persons or groups not associated with Golden Rule or a school support group on school premises unless the person or group obtains specific prior approval from the Superintendent or designee. To be considered, any non-school material must include the name of the sponsoring organization or individual. The requestor may appeal the Superintendent or designee's decision in accordance with Board policy.

Electronic and Telecommunication Device Policy

Purpose:
To comply with Texas House Bill 1481 (HB 1481) and promote a distraction-free learning environment, Golden Rule Charter Schools prohibits the use of personal communication devices by students during the school day on all campuses and during school-sponsored activities.

Scope:
This policy applies to all students while on school premises or attending any school-sponsored events or programs, regardless of the time of day.

Clarifications:

● Personal Communication Device: Includes cell phones, smartphones, smartwatches, tablets, pagers, headphones, AirPods, earbuds, or any device capable of communication or data transmission.

The campus administrator or designee will have the final determination of what is considered a personal communication device if it has not been stated in this definition.

● School grounds: All campus property, including buildings, parking lots, and athletic facilities.

Policy:

1. Students are prohibited from using or accessing any personal communication devices while on school grounds or attending school-sponsored events or programs.
2. Students may carry personal communication devices powered off in their backpacks, but must not use, display, or handle them while on school premises or at school-sponsored events.
3. There are no exceptions for instructional or teacher-directed use. The teachers will not ask the students to

use their personal communication devices for academic purposes.

4. Exceptions apply only to students with a documented medical or educational need outlined in a 504 Plan, IEP, or verified medical documentation.
5. Any violation of this policy will result in immediate confiscation of the device. Confiscated devices will be securely held until retrieved by a parent or guardian during school office hours. The device, once confiscated, will never be returned directly to students, only to parents, no exceptions.
6. Students who refuse to turn in their personal communication devices will be subject to disciplinary actions per the student code of conduct due to insubordination and disruptions to the educational environment.
7. After the first time a device is picked up by a parent or guardian, a $5 processing fee will be charged for each subsequent confiscation. This fee compensates the school for time and effort spent collecting, storing, and managing confiscated devices due to student noncompliance.
8. If the fee is refused, the device will still be returned to the parent or guardian; however, the student will lose privileges such as participation in after-school programs, athletics, fine arts, field day, non-educational field trips, dress-down Fridays, and/or any other privilege until the account balance is brought to zero.
9. If a parent or guardian cannot be reached after at least five contact attempts, the device will be retained until the end of the school year. After fulfilling the 90-day written notice requirement mandated by HB 1481, unclaimed devices will be disposed of at the end of the school year.
10. Three violations during the school year will result in additional disciplinary actions per the student code of conduct due to constant disruptions to the educational environment.

Enforcement:

- Staff will confiscate any visible or audible device use immediately.
- Confiscated devices will only be returned to parents or guardians during our scheduled office business hours.

Fundraising

Fundraising activities by student groups and/or for school-sponsored projects will be allowed with prior administration approval and under the supervision of the project sponsor. All fund raising projects will be subject to the approval of the Superintendent or designee. Student participation in approved fundraising activities cannot interfere with regular instructional programming. Golden Rule does not permit door to door solicitation. Only approved outside organizations or individuals may solicit contributions of any type from students within the schools. All fundraising monies will properly be secured with campus bookkeeping procedures.

Social Events

The rules of good conduct and grooming will be observed at school social events held outside the regular school day. Guests are expected to observe the same rules as students attending the event, and the person inviting the guest will share the responsibility for the conduct of the guest. Students attending social events may be asked to sign in and out for the event.

Telephone

Students will not be allowed to use the office phones without permission from the office staff. Students will not be allowed to make social or long distance calls on school phones.

Pledges of Allegiance and Moment of Silence

Each school day, students will recite the Pledge of Allegiance to the United States flag and the Pledge of Allegiance to the Texas flag. Parents may submit a written request to the Superintendent or designee to excuse their student from reciting a pledge.

State law requires that a moment of silence will follow recitation of the pledges. Each student may choose to reflect, pray, meditate, or engage in any other silent activity during that minute so long as the silent activity does not interfere with or distract others. In addition, state law requires that Golden Rule provide for the observance of a moment of silence at the beginning of the first class period when September 11 falls on a regular school day in

remembrance of those who lost their lives on September 11, 2001.

Recitation of the Declaration of Independence

State law requires students in social studies classes in grades 3 and above to recite a portion of the text of the Declaration of Independence during "Celebrate Freedom Week." A student will be exempted from this requirement if a parent provides a written statement requesting that the student be excused, Golden Rule determines that the student has a conscientious objection to the recitation, or the parent is a representative of a foreign government to whom the United States extends diplomatic immunity.

Prayer and Meditation

The school recognizes a student's right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt the instructional or other activities of the school. The school will not require, encourage, or coerce a student to engage in or refrain from such prayer or meditation during any school activity.

SECTION 2: STUDENT HEALTH AND SAFETY

Alcohol-Free School Notice

In order to provide a safe and alcohol-free environment for students and employees, all alcoholic beverages are prohibited on Golden Rule property at all times, and at all school-sanctioned activities occurring on or off school property. Student violators are subject to possible prosecution, as allowed by law, as well as the disciplinary terms of the Student Code of Conduct.

Tobacco-Free School Notice

Smoking and using tobacco products (including, but not limited to cigarettes, pipes, cigars, snuff, or chewing tobacco) is prohibited in school buildings, vehicles, or on or near school property, or at school-related or school-sanctioned events off school property. Students may not possess tobacco products at any of the locations or activities listed above. Student violators are subject to possible prosecution, as allowed by law, as well as the disciplinary terms of the Student Code of Conduct.

Golden Rule also prohibits the use of any e-cigarette, meaning an electronic cigarette or any other device that simulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine or other substances to the individual inhaling from the device, at all times on Golden Rule property, at any school events or activities (whether or not on school property), or in school vehicles. This prohibition also includes any and all vapors, inhalants, electronic cigarette devices or other devices or paraphernalia used with vapors, other inhalants, or chemicals. All personnel shall enforce this policy on Golden Rule property. Student violators are subject to the disciplinary terms of the Student Code of Conduct.

Drug-Free School Notice

Golden Rule believes that student use of illicit drugs is both wrong and harmful. Consequently, Golden Rule prohibits the use, sale, possession, or distribution of illicit drugs by students on school premises or any school activity, regardless of its location. Golden Rule also prohibits the use, sale, possession, or distribution of look-alike substances and/or synthetic substances designed to imitate the look and/or effects of illicit drugs. Student violators are subject to possible prosecution, as allowed by law, as well as the disciplinary terms of the Student Code of Conduct.

Asbestos Management Plan

All school facilities have been inspected for asbestos by a licensed Asbestos Hazard Emergency Response Act ("AHERA") inspector. An Asbestos Management Plan has been created for the school in accordance with federal regulations. Parents may view the Asbestos Management Plan at the campus office.

Bacterial Meningitis Information

State law requires Golden Rule to provide the following information:

<u>What is bacterial meningitis?</u>

Meningitis is an inflammation of the membranes that surround the brain and spinal cord. Meningitis can be caused by viruses, parasites, fungi, and bacteria. Viral meningitis is common and most people recover fully. Parasitic and fungal meningitis is very rare. However, bacterial meningitis is very serious and may involve complicated medical, surgical, pharmaceutical, and life support management.

<u>What are the symptoms of bacterial meningitis?</u>

Someone with meningitis will become very ill. The illness may develop over one or two days, but it can also rapidly progress in a matter of hours. Not everyone with meningitis will have the same symptoms.

Children (over 2 years old) and adults with bacterial meningitis commonly have a severe headache, high fever, and neck stiffness. Other symptoms might include nausea, vomiting, seizures, discomfort looking into bright lights, confusion and sleepiness, and lethargy. In both children and adults, there may be a rash of tiny, red-purple spots or purple patches on

the skin. These can occur anywhere on the body. The more symptoms, the higher the risk, so when these symptoms appear seek immediate medical attention.
The diagnosis of bacterial meningitis is based on a combination of symptoms and laboratory results. How serious is:

Bacterial meningitis?
Bacterial meningitis is a serious, potentially deadly disease that can progress extremely fast. If it is diagnosed early and treated promptly, the majority of people make a complete recovery. However, in some cases, it can be fatal or a person may be left with permanent severe health problems or disability.

How is bacterial meningitis spread?
Fortunately, none of the bacteria that cause meningitis are as contagious as diseases like the common cold or the flu, and they are not spread by casual contact or by simply breathing the air where a person with meningitis has been. They are spread when people exchange saliva (such as by kissing, or by sharing drinking containers, food, utensils, cigarettes, toothbrushes, etc.) or come in contact with respiratory or throat secretions (such as by coughing or sneezing).

The germ does not cause meningitis in most people. Instead, most people become carriers of the germ for days, weeks, or even months. The bacteria rarely overcome the body's immune system and cause meningitis or other serious illness.

How can bacterial meningitis be prevented?
Maintaining healthy habits, like getting plenty of rest, can help prevent infection. Using good health practices such as covering your mouth and nose when coughing and sneezing and washing your hands frequently with soap and water can also help stop the spread of the bacteria. It's a good idea not to share food, drinks, utensils, toothbrushes, or cigarettes. Limit the number of persons you kiss.

There are vaccines available to offer protection from some of the bacteria that can cause bacterial meningitis.* the vaccines are safe and effective (85–90 percent). They can cause mild side effects, such as redness and pain at the injection site lasting up to two days. Immunity develops within seven to ten days after the vaccine is given and lasts for from three to five years.

**Please note that the Texas Department of State Health Services ("TDSHS") requires at least one meningococcal vaccination for grades 7 through 12, and state guidelines recommend this vaccination be administered between ages 11 and 12, with a booster dose at 16 years of age. Also note that entering college students must show, with limited exception, evidence of receiving a bacterial meningitis vaccination within the five-year period prior to enrolling in and taking courses at an institution of higher education. Please see the school nurse for more information, as this may affect a student who wishes to enroll in a dual credit course taken off campus.
What should you do if you think you or a friend might have bacterial meningitis? You should seek prompt medical attention.

Where can you get more information?
Your family doctor and the staff at your local or regional health department office are excellent sources of information on all communicable diseases. You may also call your local health department or Regional Texas Department of Health office to ask about the meningococcal vaccine. Additional information may also be found at the websites for the Centers for Disease Control and Prevention: www.cdc.gov and the Texas Department of State Health Services: http://dshs.texas.gov/idcu/disease/meningitis/.

Communicable Diseases

To protect others from contagious illnesses, students infected with certain diseases are not allowed to attend school while contagious. Parents of a student with a communicable or contagious disease should phone the administrative designee or Campus Principal so that other students who have been exposed to the disease can be alerted. School authorities will report those students who are suspected of having a reportable condition. A list of

reportable conditions can be found on the Texas Department of State Health Services website at: http://www.dshs.texas.gov/idcu/investigation/conditions/.

Any student excluded from school attendance for reason of communicable disease may be readmitted by one or more of the following methods, as determined by the local health authority:

- Certificate of the attending physician, advanced practice nurse, or physician assistant attesting that the child does not currently have signs or symptoms of a communicable disease or to the disease's non-infectiousness in a school setting;
- Submitting a permit for readmission issued by a local health authority; or
- Meeting readmission criteria as established by the commissioner of health.

Please contact the school nurse if you have questions or if you are concerned about whether a child should stay home.

Immunizations

The State of Texas requires that every child in the state be immunized against vaccine-preventable diseases caused by infectious agents in accordance with an established immunization schedule. Golden Rule is also required to keep medically validated up-to-date immunization records on file for all students.

To determine the specific number of doses that are required for your student, please contact the school office. Immunization information is also available through the Texas Department of State Health Services website, http://www.dshs.state.tx.us/immunize/school/.

Proof of immunization may be personal records from a licensed physician or public health clinic with a signature or rubber-stamp validation.

Provisional Enrollment

A student can be enrolled provisionally for no more than 30 days if he or she transfers from one Texas school to another, and is awaiting the transfer or the immunization record.

A student may be enrolled provisionally if the student has an immunization record that indicates the student has received at least one dose of each specified age-appropriate required vaccine. To remain enrolled, the student must complete the required subsequent doses in each vaccine series on schedule and as rapidly as is medically feasible and provide acceptable evidence of vaccination to the school.

Golden Rule shall review the immunization status of a provisionally enrolled student every 30 days to ensure continued compliance in completing the required doses of vaccination. If at the end of the 30-day period, a student has not received a subsequent dose of vaccine, then the student is not in compliance and Golden Rule shall exclude the student from school attendance until the required dose is administered.

A student who is homeless, as defined by the McKinney Act (42 U.S.C. § 11302), shall be admitted temporarily for 30 days if acceptable evidence of vaccination is not available. Golden Rule shall promptly refer the student to appropriate public health programs to obtain the required vaccinations.

Exclusions from Immunization Requirements

Exclusions from immunization requirements are allowable on an individual basis for medical reasons, reasons of conscience (including a religious belief), and active duty with the armed forces of the United States.

To claim exclusion for medical reasons, the student must present a statement signed by the student's physician (M.D. or D.O.), duly registered and licensed to practice medicine in the United States who has examined the student, in which it is stated that, in the physician's opinion, the vaccine required is medically contraindicated or poses a significant risk to the health and well-being of the student or any member of the student's household.

Unless it is written in the statement that a lifelong condition exists, the exemption statement is valid for only one year from the date signed by the physician.

To claim an exclusion for reasons of conscience, including a religious belief, a signed Texas Department of State Health Services affidavit must be presented by the student's parent, stating that the student's parent declines vaccinations for reasons of conscience, including because of the person's religious beliefs. The affidavit will be valid for a period of two years. The form affidavit may be obtained by writing the TDSHS Immunization Branch (MC 1946), P.O. Box 149347, Austin, Texas 78714-9347, or online at https://corequest.dshs.texas.gov/. The form must be submitted to the Superintendent within 90 days from the date it is notarized. If the parent is seeking an exemption for more than one student in the family, a separate form must be provided for each student. Students, who have not received the required immunizations for reasons of conscience, including religious beliefs, may be excluded from school in times of emergency or epidemic declared by the commissioner of public health.

To claim an exclusion for armed forces, the student must prove that he or she is serving on active duty with the armed forces of the United States.

Immunization Records Reporting

The school's record of a student's immunization history, while private in most instances, may be inspected by the Texas Education Agency, local health departments, and the Texas Department of State Health Services, and transferred to other schools associated with the transfer of the student to those schools.

Emergency Medical Treatment

If a student has a medical emergency at school or a school-related activity and the parent cannot be reached, Golden Rule staff will seek emergency medical treatment unless the parent has previously provided a written statement denying this authorization. Therefore, parents are asked each year to complete an emergency care consent form. Parents should keep emergency care information up-to-date (name of doctor, emergency phone numbers, allergies, etc.). Please contact the campus registrar to update any information.

Medicine at School

Ideally, all medication should be given at home. If necessary, medication can be administered at school by the school nurse under the following circumstances:

1. Nonprescription medication brought to school must be submitted to Golden Rule by a parent along with a written request. The medication must also be in the original and properly labeled container.
2. Prescription medications administered during school hours must be prescribed by a physician or advanced nurse practitioner ("ANP") and filled by a pharmacist licensed in the State of Texas. In accordance with the Texas Board of Nursing Nurse Practice Act, Golden Rule will not administer medications prescribed or fulfilled in Mexico.
3. Prescription medications must be submitted in a labeled container showing the student's name, name of the medication, reason the medication is being given, proper dosage amounts, the time the medication must be taken, and the method used to administer the medication. Medications sent in plastic baggies or unlabeled containers will NOT be administered.
4. If the substance is herbal or a dietary supplement, it must be provided by the parent and will be administered only if required by the student's Individualized Education Program ("IEP") or Section 504 plan for a student with disabilities.
5. Only the amount of medication needed should be delivered to Golden Rule, i.e., enough medication to last one day, one week, etc. In cases of prolonged need, send in the amount for a clearly specified period. Extra medication will not be sent home with the student.
6. In certain emergency situations, Golden Rule may administer a nonprescription medication to a student, but only in accordance with the guidelines developed by the school's medical advisor and when the parent has previously provided written consent for emergency treatment.

Changes to daily medications require written instruction from the physician or ANP and written permission from the parent. Parents are responsible for advising Golden Rule that a medication has been discontinued.

Asthma and Anaphylaxis Medication

Asthma and anaphylaxis are life-threatening conditions, and students with those conditions are entitled to possess and self-administer prescription medication while on Golden Rule property or at school-related events.

Student possession and self-administration of asthma or anaphylaxis medication at school requires the student to demonstrate his or her ability to self-administer the medication to the student's physician or other licensed health care provider and the school nurse, if available. Requirements also include written authorization from the student's parent and physician or other licensed health care provider on file in the school office indicating the student is capable of independently administering his or her own asthma or emergency anaphylaxis medication. Medication in a student's possession must be in an original container with a prescription label. Please note that most pharmacies will place a label on the inhaler device upon request.

Steroid Notice

Golden Rule does not permit steroid use.. A steroid notice will be posted in the gymnasium or other location where physical education is conducted at each Golden Rule campus in which there is a grade level of seven or higher.

Dyslexia and Related Disorders

From time to time, students may be tested and, where appropriate, treated for dyslexia and related disorders in accordance with programs, rules, and standards approved by the state. Parents will be notified should Golden Rule determine a need to identify or assess their student for dyslexia and related disorders.

Fitness Testing

According to requirements under state law, Golden Rule will annually assess the physical fitness of students. Golden Rule is not required to assess a student for whom, as a result of disability or other condition identified by rule or law, the assessment exam is inappropriate.

Spinal Screening

State law requires that all children in grades 6–9 must be screened at various times set by law for abnormal spinal curvature before the end of the school year. The screening requirement for students entering grade six or nine may be met if the child has been screened for spinal deformities during the previous year.

A parent who declines participation in the spinal screening provided by Golden Rule must submit to the Superintendent or designee documentation of a professional examination which includes the results of a forward-bend test. This documentation must be submitted to Golden Rule during the year the student is scheduled for screening or, if the professional exam is obtained during the following summer, at the beginning of the following school year.

Exemption: A student is exempt from screening if the screening conflicts with the tenets and practices of a recognized church or religious denomination of which the individual is an adherent or member. To qualify for the exemption, the student's parent, managing conservator, or guardian must submit to the Superintendent or designee on or before the day of the screening procedure an affidavit stating the objections to screening.

Vision and Hearing Screenings

All children enrolled in Texas schools must be screened for possible vision and hearing problems in accordance with regulations issued by the Texas Department of State Health Services. Students in certain grade levels identified by state regulations shall be screened for vision and hearing problems annually.

Screening records for individual students may be inspected by the TDSHS or a local health department and may be transferred to another school without parental consent.

Exemption: A student is exempt from screening requirements if screening conflicts with the tenets and practices

of a recognized church or religious denomination of which the individual is an adherent or a member. To qualify for the exemption, the individual or, if the individual is a minor, the minor's parent, managing conservator, or guardian, must submit to the Superintendent or designee on or before the day of admission an affidavit stating the objections to screening.

Acanthosis Nigricans Screening (Diabetes Screening)

All first, third, and fifth grade students will be screened for a skin marker around the neck that potentially indicates high insulin levels in the body. High insulin levels create a potential risk for the future development of Type II Diabetes. Students who have the skin marker will also be weighed and measured and have their blood pressure taken. Golden Rule will contact and send a referral letter to parents if a medical evaluation is recommended.

School Health Advisory Committee (SHAC)

Golden Rule will establish a School Health Advisory Committee (SHAC) during the 2026-27 school year to assist the board in ensuring that local community values are reflected in the school's health education instruction.

The SHAC will review policies and procedures related to physical fitness, recess, healthy lifestyle choices, and will review any materials related to human sexuality instruction prior to their consideration by the board.

The Golden Rule Charter governing board will appoint at least 5 members to the SHAC, with a majority being parents. Upon formation, the SHAC committee will develop bylaws for operation pursuant to state guidelines. The bylaws will be presented to the Golden Rule Charter governing board for review and adoption.

Freedom from Discrimination, Harassment, and Retaliation Statement of Nondiscrimination

Golden Rule prohibits discrimination, including harassment, against any student on the basis of race, color, religion,
gender or sex, national origin, disability, age, or any other basis prohibited by law. Golden Rule also prohibits dating violence, as defined by this Handbook. Retaliation against anyone involved in the complaint process is a violation of school policy.

Discrimination

For purposes of this Handbook, discrimination against a student is defined as conduct directed at a student on the basis of race, color, religion, gender or sex, national origin, disability, age, or any other basis prohibited by law and that adversely affects the student.

Prohibited Harassment

Prohibited harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student's race, color, religion, gender or sex, national origin, disability, age, or any other basis prohibited by law that is so severe, persistent, or pervasive that the conduct:

- Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
- Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
- Otherwise adversely affects the student's educational opportunities.

Examples of prohibited harassment may include offensive or derogatory language directed at another person's religious beliefs or practices, accent, skin color, or need for accommodation; threatening or intimidating conduct; offensive jokes; name-calling, slurs, or rumors; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

Sexual Harassment and Gender Based Harassment

In compliance with the requirements of Title IX, Golden Rule does not discriminate on the basis of sex in its educational programs or activities. Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive that it:

- Affects the student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
- Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
- Otherwise adversely affects the student's educational opportunities.

Examples of sexual harassment of a student may include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; and other sexually motivated conduct, communications, or contact.

Golden Rule also does not tolerate sexual harassment of a student by school employees. Romantic or inappropriate social

relationships between students and school employees are prohibited. Any sexual relationship between a student and a school employee is always prohibited, even if consensual.

Sexual harassment of a student by a school employee includes both welcome and unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

- A school employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct; or
- The conduct is so severe, persistent, or pervasive that it:
  - Affects the student's ability to participate in or benefit from an educational program or activity, or otherwise adversely affects the student's educational opportunities; or
  - Creates an intimidating, threatening, hostile, or abusive educational environment.

Golden Rule also does not tolerate gender-based harassment, which includes harassment based on a student's gender, expression by the student of stereotypical characteristics associated with the student's gender, or the student's failure to conform to stereotypical behavior related to gender.

Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include, but not be limited to, offensive jokes, name-calling, slurs, or rumors; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

Dating Violence

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other partner. Examples of dating violence against a student may include physical or sexual assaults, name-calling, put-downs, threats to hurt the student or the student's family members or members of the student's household, destroying property belonging to the student, threats to commit suicide or homicide if the student ends the relationship, attempts to isolate the student from friends and family, stalking, or encouraging others to engage in these behaviors.

For purposes of this Handbook, dating violence is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects the student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Retaliation

Golden Rule prohibits retaliation against a student alleged to have experienced discrimination or harassment, including dating violence, or another student who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation. Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a school investigation regarding discrimination or harassment is subject to appropriate discipline.

Reporting Procedures

Any student who believes that he or she has experienced prohibited harassment or believes that another student has experienced prohibited harassment should immediately report the alleged acts to a teacher, counselor, Principal or designee, or other school employee. Alternatively, a student may report prohibited harassment directly to the appropriate

Compliance Coordinator designated on page 10 of this Handbook.

A student shall not be required to report prohibited harassment to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX Coordinator, the ADA/Section 504 Coordinator, and/or the Age Discrimination Coordinator may be directed to the Superintendent of Schools, 135 W. Wintergreen Rd. DeSoto, TX 75115, and 469-248-4463. If a report is made directly to the Human Resource Director, Golden Rule shall appoint an appropriate person to conduct an investigation.

Investigation of Complaint

After receiving a complaint of prohibited discrimination or harassment, Golden Rule may encourage but not require the student to prepare a written report. School personnel will place oral complaints into written form. Upon receipt of a complaint, the appropriate Compliance Coordinator or other authorized school official shall promptly authorize and undertake an investigation. Following completion of the investigation, the Compliance Coordinator or other authorized school official will prepare a written decision regarding the complaint, including a determination of whether prohibited discrimination or harassment occurred.

When appropriate, Golden Rule may take interim action to avoid additional opportunities for discrimination or harassment. The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and any others with knowledge of the circumstances surrounding the allegations. If the results of the investigation establish that prohibited discrimination or harassment occurred, Golden Rule shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the discrimination or harassment and prevent its recurrence Golden Rule may take disciplinary action based on the results of an investigation, even if Golden Rule concludes that the conduct did not rise to the level of harassment prohibited by law or policy.

Confidentiality

To the greatest extent possible, Golden Rule shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.

Appeal

A student or parent who is dissatisfied with the outcome of the investigation may appeal through the Golden Rule grievance procedure. A student shall be informed of his or her right to file a complaint with the United States Department of Education Office for Civil Rights.

Freedom from Bullying and Cyber-Bullying

Golden Rule prohibits bullying as defined by this section, as well as retaliation against anyone involved in the complaint process. Bullying occurs when a student or group of students engages in written or verbal expression, expression through electronic means, or physical conduct that occurs on school property at a school-sponsored or school-related activity, or in a vehicle operated by Golden Rule and:

- Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or
- Is sufficiently severe, persistent, and pervasive enough the action or threat creates an intimidating, threatening, or abusive educational environment for a student.

- The conduct described above is considered bullying if that conduct:
- Exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression or physical conduct; and
- Interferes with a student's education or substantially disrupts the operation of Golden Rule.

Golden Rule also prohibits cyberbullying, which is defined as the use of any electronic communication device to engage in bullying or intimidation.

Reporting Procedures

Any student who believes that he or she has experienced any form of bullying or believes that another student has experienced bullying should immediately report the alleged acts to the Superintendent or designee, a teacher, counselor, or other school employee. A report may be made orally or in writing. Any school employee who receives notice that a student has or may have experienced bullying shall immediately notify the Superintendent or designee.

Investigation of Report

The Superintendent or designee, shall determine whether the allegations in the report, if proven, would constitute prohibited harassment, and if so proceed under that policy instead. The Superintendent or designee, shall conduct an appropriate investigation based on the allegations in the report and shall take prompt interim action calculated to prevent hazing and/or bullying during the course of an investigation, if appropriate.

The Superintendent or designee shall prepare a written report of the investigation, including a determination of whether hazing and/or bullying occurred. If the results of an investigation indicate that hazing and/or bullying occurred, the school shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct in accordance with the Student Code of Conduct. Golden Rule may take action based on the results of an investigation, even if the school concludes that the conduct did not rise to the level of hazing and/or bullying under this policy.

Confidentiality

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

Appeal

A student or parent who is dissatisfied with the outcome of the investigation may appeal through the Golden Rule grievance procedure.

Law Enforcement Agencies Police Questioning of Students

When law enforcement officers or other lawful authorities wish to question or interview a student at school, the Superintendent or designee will cooperate fully regarding the conditions of the interview if the questioning or interview is part of a child abuse investigation. In other circumstances:

1. The Campus Principal or designee shall verify and record the identity of the officer or other authority and request an explanation of the need to question or interview the student at school.

2. The Campus Principal or designee ordinarily shall make reasonable efforts to notify the student's parents or other person having lawful control of the student. If the interviewer raises what the Campus Principal or designee considers to be a valid objection to the notification, parents shall not be notified.
3. The Campus Principal or designee ordinarily shall be present during the questioning or interview. If the interviewer raises what the Campus Principal or designee considers to be a valid objection to a third party's presence, the interview shall be conducted without that person's presence.

Students Taken Into Custody

State law requires Golden Rule to permit a student to be taken into legal custody:

1. Pursuant to an order of the juvenile court;
2. Pursuant to the laws of arrest;
3. By a law enforcement officer if there is probable cause to believe the student has engaged in conduct that violates a penal law, delinquent conduct or conduct in need of supervision, or conduct that violates a condition of probation imposed by the juvenile court;
4. By a probation officer if there is probable cause to believe the student has violated a condition of probation imposed by the juvenile court;
5. Pursuant to a properly issued directive to apprehend; or
6. By an authorized representative of the Texas Department of Family and Protective Services ("TDFPS"), a law enforcement officer, or a juvenile probation officer, without a court order, under the conditions set out in Section 262.104 of the Texas Family Code relating to the student's physical health or safety.

Before a student is released to a law enforcement officer or other legally authorized person, the Campus Principal or designee will verify the officer's identity and, to the best of his or her ability, verify the official's authority to take custody of the student.

The Campus Principal or designee will immediately notify the Superintendent and will ordinarily attempt to notify the parent unless the officer or other authorized person raises what the Campus Principal or designee considers to be a valid objection to notifying the parents. Because the Campus Principal or designee does not have the authority to prevent or delay a student's release to a law enforcement officer, any notification will most likely be after the fact.

Child Abuse Reporting and Programs

Golden Rule provides child abuse anti-victimization programs and cooperates with official child abuse investigators as required by law. Golden Rule also provides training to its teachers and students in preventing and addressing incidents of sexual abuse and other maltreatment of children, including knowledge of likely warning signs indicating that a child may be a victim of sexual abuse or maltreatment. Assistance, interventions, and counseling options are also available.

The Golden Rule administration shall cooperate with law enforcement investigations of child abuse, including investigations by the Texas Department of Protective and Family Services. School officials may not refuse to permit an investigator to interview a student who is alleged to be a victim of abuse or neglect at school. School officials may not require the investigator to permit school personnel to be present during an interview conducted at school.

Investigations at school may be conducted by authorized law enforcement or state agencies without prior notification or consent of the student's parent, if necessary.

Plan for Addressing Sexual Abuse and Other Maltreatment of Children What is Sexual Abuse of a Child?

The Texas Family Code defines "sexual abuse" as any sexual conduct harmful to a child's mental, emotional, or physical
welfare as well as, in certain circumstances, failure to make a reasonable effort to prevent sexual conduct harmful to a child.

What is Other Maltreatment of a Child?

Under State law, "other maltreatment" of a child includes "abuse" or "neglect," as defined by Texas Family Code

sections 261.001 and 261.401.

Reporting Obligation

Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, to report the suspected abuse or neglect to law enforcement or to the Texas Department of Family and Protective Services ("DFPS"). Reports may be made by contacting one of the following:

- Texas Abuse Hotline: 1-800-252-5400 or, in non-emergency situations only;
- http://www.txabusehotline.org;
- Your local police department; or
- Call 911 for emergency situations.

Golden Rule has established a plan for addressing child sexual abuse and other maltreatment of children. This plan is addressed in this section of the Handbook.

Methods for Increasing Awareness Regarding Sexual Abuse or Other Maltreatment of Children

For Staff:

Golden Rule annually trains staff in awareness and reporting of sexual abuse and the maltreatment of children as required by applicable local, state, and federal statute. Training is provided by campus staff, administrative staff, or outside agencies as determined by the campus administration.

For Students: School counseling staff will address issues to increase awareness regarding sexual abuse and other maltreatment of children and anti-victimization programs with age-appropriate conversation and materials no less than once per school year. These discussions will occur in classroom group settings.

For Parents: Parents must be aware of warning signs indicating that their child may have been or is being sexually abused or otherwise maltreated. A child who has experienced sexual abuse or other maltreatment should be encouraged to seek out a trusted adult. Be aware as a parent or other trusted adult that evidence of sexual abuse or other maltreatment may be more indirect than disclosures or signs of physical abuse. It is important to remain calm and comforting if your child, or another child, confides in you. Reassure the child that he or she did the right thing in coming to you.

The fact that the abuser is a parent or other family member does not remove your obligation to protect the child. Parents who permit their child to remain in a situation where he or she may be injured or abused may also be subject to prosecution for child abuse.

And, if you are frightened for your own safety or that of your child, you should call 911 or 1-800-252-5400.

Also remember that parents are legally responsible for the care of their children and must provide their children with safe and adequate food, clothing, shelter, protection, medical care, and supervision, or arrange for someone else to provide these things. Failure to do so may be considered neglect.

The Campus Principal or designee will provide information regarding counseling options available in your area for you and your child if your child is a victim of sexual abuse or other maltreatment. The DFPS also provides early abuse intervention through counseling programs. Services available in your county can be accessed at the following web address:
http://www.dfps.state.tx.us/Prevention_and_Early_Intervention/Programs_Available_In_Your_County/default.asp.

These websites are also helpful:

- Texas Education Agency – Prevention of Child Abuse Overview: http://tea.texas.gov/Texas_Schools/Safe_and_Healthy_Schools/Child_Abuse_Prevention/Child_Abuse_Prevention_Overview/
- Sexual Abuse Prevention Programs: https://www.childwelfare.gov/topics/preventing/programs/sexualabuse/
- Promoting Healthy Families in Your Neighborhood: https://www.childwelfare.gov/pubPDFs/packet.pdf

- Signs of Child Abuse: http://www.keepkidshealthy.com/welcome/commonproblems/child_abuse.html
- DFPS – Prevent Child Abuse (HelpandHope.org) http://helpandhope.org
- o DFPS – How to Report Child Abuse or Neglect http://www.dfps.state.tx.us/Contact_us/report_abuse.asp
- Texas Attorney General – What Can We Do About Child Abuse? https://www.texasattorneygeneral.gov/cvs/what-can-we-do-about-child-abuse
- Prevent Child Abuse.org – Texas Chapter www.preventchildabusetexas.org
- Texas Council on Family Violence – Abuse Prevention Links http://www.tcfv.org/

Likely Warning Signs of Sexual Abuse or Other Maltreatment

Psychological and behavioral signs of possible sexual abuse or other maltreatment may include:

- Nightmares, sleep problems, extreme fears without an obvious explanation.
- Sudden or unexplained personality changes; becoming withdrawn, angry, moody, clingy, "checking out" or showing significant changes in eating habits.
- Depression or irritability.
- An older child behaving like a young child, for example, bedwetting or thumb-sucking.
- Developing fear of certain places or resisting being alone with an adult or young person for unknown reasons.
- Resistance to routine bathing, toileting, or removing clothes, even in appropriate situations.
- Play, writing, drawings, or dreams of sexual or frightening images.
- Refusal to talk about a secret he or she has with an adult or older child.
- Leaving clues that seem likely to provoke a discussion about sexual issues.
- Using new or adult words for body parts.
- Engaging in adult-like sexual activities with toys, objects, or other children.
- Developing special relationships with older friends that may include unexplained money, gifts, or privileges.
- Intentionally harming him or her, for example, drug/alcohol use, cutting, burring, running away, and sexual promiscuity.
- Thinking of self or body as repulsive, dirty, or bad.
- Becoming increasingly secretive about Internet or telephone use.

Physical symptoms of possible sexual abuse or other maltreatment include:

- Stomachaches or illness, often with no identifiable reason.
- Difficulty in walking or sitting.
- Stained or bloody underwear.
- Genital or rectal pain, itching, swelling, redness, or discharge.
- Bruises or other injuries in the genital or rectal area.
- Unexplained soreness, pain or bruises around the mouth, sexually transmitted disease, or pregnancy.

Any one sign does not necessarily mean that a child has been sexually abused or maltreated, but the presence of several signs is the time you should begin asking questions and seeking help. Often signs first emerge at other times of stress, such as during a divorce, death of a family member or pet, problems at school or with friends, or other traumatic or anxiety-inducing events.

Actions That a Child Who Is a Victim of Sexual Abuse or Other Maltreatment Should Take

During student awareness sessions concerning sexual abuse and other maltreatment issues, students will be encouraged to tell a trusted adult in a private and confidential conversation if they have been a victim of sexual abuse or other maltreatment or have been in situations that make them feel uncomfortable in any way. School employees are trained to take appropriate actions to help the child obtain assistance and to follow proper reporting procedures. Older students will also be provided with local crisis hotline numbers to obtain assistance.

Available Counseling Options

A list of counseling providers can be found at:
http://www.dfps.state.tx.us/Prevention_and_Early_Intervention/Programs_Available_In_Your_County/

Interrogations and Searches

In the interest of promoting student safety and attempting to ensure that Golden Rule is safe and drug-free, school officials may from time to time conduct searches. Such searches are conducted without a warrant and as permitted by law.

Administrators, teachers, and other professional personnel may question a student regarding the student's ownconduct or the conduct of other students. **In the context of school discipline, students have no claim to the right not to incriminate themselves**. Students are expected to provide information about their misbehavior, or that of other students. Administrators are not required to contact parents prior to interviewing students.

Students shall be free from unreasonable searches and seizures by school officials. School officials may search a student's outer clothing, pockets, or property by establishing reasonable cause or securing the student's voluntary consent.

A search is reasonable if
(1) the school official has reasonable grounds for suspecting that the search will uncover evidence of a rule violation or a criminal violation and
(2) the scope of the search is reasonably related to the circumstances justifying the search, such as the extent of the search, the objectives of the search, the age and sex of the student, and the nature of the infraction.

Desk and Locker Searches

Students should have no expectation of privacy in the contents of their lockers, desks, or other school property. Lockers and desks assigned to students remain at all times under the control and jurisdiction of Golden Rule. Golden Rule will make periodic inspections of lockers and desks at any time, with or without notice or student consent. School officials will remove any item that violates school policy or that may potentially be dangerous.

Students have full responsibility for the security of their lockers and desks and shall be held responsible for any prohibited items found therein. A student's parent shall be notified if any prohibited articles or materials are found in a student's locker or desk, or on the student's person.

Random Drug Searches

In order to ensure a drug-free learning environment, Golden Rule conducts random drug searches of all school facilities. Golden Rule may use or contract for specially trained non-aggressive dogs to sniff out and alert school officials to the current presence of concealed prohibited or illegal items, including drugs and alcohol. Canine visits may be unannounced. The dogs shall be used to search vacant classrooms, vacant common areas, the areas around student lockers, and the areas where vehicles are parked on Golden Rule property or at school-related events. The dogs shall not be asked to alert students. A dog alert to a locker, vehicle, or item in a classroom, constitutes reasonable grounds for a search by school officials.

Procedures for Use of Physical Restraint and Time-Outs

School employees, volunteers, or independent contractors are authorized to use and apply physical restraint in the event of an emergency and subject to the following limitations:

- Only reasonable force, necessary to address the emergency, may be used.
- The restraint must be discontinued at the point at which the emergency no longer exists.
- The restraint must be implemented in such a way as to protect the health and safety of the student and others.
- The student may not be deprived of basic human necessities.

At no time, however, may a student be placed in seclusion.

A student with or without a disability may not be confined in a locked box, locked closet or other specially designated locked space as either a discipline management practice or a behavior management technique.

Parental Attendance at School Activities Policy

Golden Rule encourages parents to attend the activities of their students. The impact that positive parental involvement has on the learning and development of students is immeasurable. With that in mind, the following policies must be adhered to so that a safe, secure, and productive learning environment can be ensured for all.

- Unless limited by court order, all parents with legal custody of a student have equal rights to attend school activities of their student, including school lunches, performances, and field trips, subject to any rules or guidelines the school has established for all visitors to such activities.
- Unless limited by court order, the spouse of a parent with legal custody of a student has the right to attend the activities of the student as a guest of the parent provided that the host parent is physically present with the guest at all times.
- A parent with rights granted to that parent by a court order cannot delegate those rightsto a third party, including that parent's spouse.
- Golden Rule has the right to remove from the activity, any person whom Golden Rule determines should be removed to maintain a safe, secure and orderly environment.

Visitors and Volunteer Policy

Golden Rule encourages parents and family members to regularly visit the school and become involved in student activities. The impact that positive parental involvement has on the learning and development of students is immeasurable. With that in mind, the following policies must be adhered to so that a safe, secure, and productive learning environment can be ensured for all.

- Visitors MUST sign in at the main office and complete all sign-in procedures before they are allowed to enter the campus. They will be provided with a visitor ID that must be worn while on campus. Visitors are not permitted to make unscheduled or drop-in visits to classrooms.
- The superintendent of designee may designate certain times and days where the school prohibits visitors on campus, including days when state testing is being conducted.
- When visiting the campus to meet with teaching staff, visitors must have a pre-arranged time set up with the requested staff member(s) or teacher(s) in question except for urgent matters. Appointment times are best arranged via email. With few exceptions, conferences can and should be scheduled during teacher/team planning time, and/or immediately before or after school. For matters of extreme urgency, the campus principal must be contacted to arrange an appointment outside of ordinary meeting times. Under no circumstances can a teacher be interrupted while providing instruction before, during, or after the school day to meet with a parent.
- Visitors to campus must be the parent, guardians, or other adult family members with permission of the parent/guardian. Students' friends, younger siblings, and other non-related individuals cannot visit the campus during school hours.
- Volunteers MUST go through a background check conducted by our district office. Once the check is cleared, volunteers are notified and may begin helping on campus. Until this clearance is obtained, they are not to be involved in any educational or extra-curricular activities.

Additionally, the Principal or designee may take the following actions whenever there is a school visitor:

- Establish an electronic database for the purpose of storing information concerning visitors. Information stored in the electronic database may be used only for the purpose of school security, and may not be sold or otherwise disseminated to a third party for any purpose.
- Request a valid Texas Driver's License or another form of identification for the purpose of verifying whether the visitor is a sex offender registered with the computerized central database maintained by the Department of Public Safety or any other database accessible by Golden Rule Charter Schools.

Any visitor identified as a sex offender shall be escorted by school personnel at all times during a school visit and shall have access only to common areas of the campus.

Disruptions

In order to protect student safety and sustain an educational program free from disruption, state law permits Golden Rule to take action, including arrest and/or prohibiting a person from entering any Golden Rule facility, including the school grounds against any person who

- Disrupts classes while on school property or on public property that is within 500 feet of school property. Class disruption includes making loud noises; trying to entice a student away from, or to prevent a student from attending, a required class or activity; entering a classroom without authorization; and disrupting the activity with profane language or any misconduct.
- Interferes with an authorized activity by seizing control of all or part of a building.
- Interferes with the movement of people at an exit or an entrance to school property.
- Interferes with the movement of people in an exit, an entrance, or a hallway of a school building without authorization from an administrator.
- Interferes with the transportation of students in school vehicles.
- Uses force, violence, or threats in an attempt to prevent participation in an authorized assembly.
- Uses force, violence, or threats in an attempt to prevent people from entering or leaving school property without authorization from an administrator.
- Uses force, violence, or threats to cause disruption during an assembly.

Parental Pick Up Policy

Golden Rule has established the following policies for the safe drop off and pick up of students:

- All parents shall have the right to pick up students from school unless otherwise provided for in a court order.
- All parents shall have the right to pick up students in the case of a medical emergency unless otherwise provided in a court order.
- All parents shall have the right to designate any competent adult to pick up students unless otherwise provided in a court order provided that such designations must be in writing.
- Please notify the school when a court order designating periods of custody is in place.

Emergency Procedures

Each Golden Rule campus follows state laws and school guidelines in the case of individual or school-wide emergencies. Student safety is very important. Each campus has a trained Crisis Response Team that will coordinate any emergency procedures. In case of an emergency, students should follow school procedures and the directions of their teachers. Telephones will not be available for student use during school emergency situations.

Drills: Fire, Tornado, and Other Emergencies

Students, teachers, and other staff will participate in drills of emergency procedures. When the alarm is sounded, students should follow the direction of school staff quickly, quietly, and in an orderly manner. Order rather than speed shall be stressed. Defined instructions for vacating each room will be posted in each room, and students should familiarize themselves with these instructions.

Two “lockdown drills will be conducted each semester, and students and teachers will also participate in a yearly training regarding the evacuation of a bus during an emergency. During a lockdown or lockdown drill, students will not be admitted into the building or released until the threat has been cleared, and no visitors will be admitted into any buildings.

Severe Weather/Tornado Warnings

When there is a threat of severe weather, Golden Rule officials monitor conditions and work with the Dallas County Emergency Operation Center (EOC) to determine when emergency procedures need to be implemented. When dangerous conditions exist and plans are implemented, we will use every means available to communicate this to our families. The safety of your children is our utmost concern and school may be the safest place for the children. When a tornado warning is issued, schools will go into tornado safety mode. Parents who are on-site or waiting in

the parking lot will be invited to shelter in place. Students will not be released until the EOC has determined that the threat for severe weather has ended.

Emergency School Closing Information

In the event weather or other conditions make it necessary to close school, students and parents/guardians will be notified through announcements made on local radio and television stations. Golden Rule has chosen to partner with Channel 4 News.

Pest Control Information

Golden Rule Schools may periodically apply pesticides inside buildings. Before treatment, the schools shall ensure that the necessary signs and information for employees and parents/guardians of students are posted or made available. Pesticides will only be applied to buildings or grounds during periods in which students are not expected to be present for normal academic instruction or organized extracurricular activities for at least 12 hours after application.

Video Surveillance/Monitoring

For safety purposes, including the maintenance of order and discipline, video cameras may be used in common areas to monitor student behavior. Video recordings may be reviewed routinely by school staff to document student misconduct and used by the school when investigating an incident. Disciplinary action may be taken based on the information in the video surveillance, in accordance with the Student Code of Conduct. Tapes and other video recordings will be available for viewing pursuant to the Family Educational Rights and Privacy Act (FERPA).

SECTION 3: ACADEMICS AND GRADING

Academic Programs

The Campus Principal will provide students and parents with information regarding academic programs. Golden Rule offers instruction in the Texas Essential Knowledge and Skills (TEKS) related to each grade level. Unless modified by a special education ARD Committee, each course will meet the TEKS.

Academic Integrity

All students are expected to be honest and to display a high standard of integrity in the preparation and presentation of work for credit in class. A student's attempt to present the work of another as his or her own, to give or receive unauthorized help, offer or seek aid, or to use material prepared in advance for use on an assessment, will be viewed as a serious offense, and the student may be subject to a grading penalty and/or discipline in accordance with the Student Code of Conduct. Students may also be denied retesting opportunities if cheating or plagiarism occurs during the administration of a test.

Computer Resources

To prepare students for an increasingly computerized society, Golden Rule has made a substantial investment in computer technology for instructional purposes. Use of these resources is restricted to students working under a teacher's supervision and for approved purposes only. Students and parents must read and agree to abide by the Student Acceptable Use Policy found in this Handbook. Students who check out a school-owned technology device (including but not limited to laptops, Chromebooks, and calculators) must have a parent or guardian sign a contract including the agreement to pay for any damages, loss, or stolen property.

Homework

Homework is the assignment of work related to the TEKS and is used as an independent practice activity. These assignments are expected to be completed outside of the regular classroom setting and then reviewed or graded.

Grading Guidelines

Teachers are responsible for establishing and communicating grading standards to students and parents. This includes penalties for late work. These standards must be consistent with guidelines approved by the administration and board of trustees. Questions about individual grades should be discussed with the teacher.

Academic Grading: All grade levels follow the State of Texas Assessment of Academic Readiness curriculum as outlined by the Texas Education Agency. The report card for students with disabilities reflects the ARD/IEP program designed to compensate for individual disabilities in all grades.

Academic Grading for Pre-Kindergarten

Pre-Kindergarten will use the following grading scale: "E" (Excellent), "S" (Satisfactory), "N" (Needs Improvement), and "U" (Unsatisfactory Progress).

Academic Grading for Grades K–12

Golden Rule uses numerical grades in all courses for grades Kindergarten through 8th grade. The numerical grade range is:

90-100	=	A
80-89	=	B
70-79	=	C
Below 70	=	Failing
I	=	Incomplete (work must be made up or "I" becomes a 0)

Numerical grades in all subjects will be reported to parents and students at the end of each six-week period.

Conferences will be scheduled with parents to discuss and develop plans for students in danger of failing.

Elementary (K–5) Six Week and Semester Grades

Assessment(s), Student Projects, Performance Assessments	45% of six-weeks grade
Classwork (minimum three/week)	55% of six-weeks grade

General Intermediate/Middle School Grading Guidelines (Grades 6–8)

Assessment(s), Student Projects, Performance Assessments	45% of six-weeks grade
Classwork (minimum three/week)	55% of six-weeks grade

Assessments include both formative and summative-based instruments that, at the discretion of a teacher, are appropriate in assessing student performance. These forms of assessment will be a natural part of classroom processes, not a set-aside process that detracts from teaching and learning.

Formative Assessments are progress monitoring tools that determine how we can help students in the process of learning. They are assessments for learning (i.e., thumbs up/down, tickets out, four corners, gallery walks, observations, questioning, discussions, learning/response logs, graphic organizers, peer/self-assessments, practice presentations, individual responses [written/digital], spelling tests, homework, editing, recording thinking while reading, think/pair/share, portfolios, anecdotal records, etc.).

Summative Assessments measure how much students have learned over time. They are assessments of learning. They assess mastery of the curriculum standards and help determine the effectiveness of mastery. Summative assessments should capture and identify both content and process of learning that represent the desired outcomes (i.e., end-of-unit tests or projects, standardized assessments, completed compositions, completed portfolios).

As this document will clarify, it is not required that grades be assigned every time progress is assessed and feedback given.

Grade K-4 Retention and Promotion Policy

Golden Rule policy requires that to be promoted to the next grade level, a student will attain for the year an overall average of 70% or above in grade-level standards (the TEKS) for all of the following areas: reading and mathematics.

Grade 5-8 Retention and Promotion Policy

Golden Rule policy requires that, to be promoted to the next grade level, a student will attain for the year an overall average of 70% or above in grade-level standards (the TEKS) for all of the following areas: reading, language arts, mathematics, social studies, and science.

Grade Averaging

A final grade for each content area shall be determined by averaging the recorded grades each six weeks.

Grade Recording

Students will receive a minimum of six grades per subject each six-week reporting period for art, physical education/health, music, enrichment, and any other elective available. All grades are to be taken on grade level unless noted in a student's individualized education plan ("IEP").

Students will receive a minimum of 15 grades per core subject each six-week reporting period for reading, language arts, science, social studies, and mathematics. All grades are to be taken on grade level unless noted in a student's IEP. Teachers will record the actual grades earned by students in the grade book for each subject each six weeks. Grades will be entered each week and kept up to date.

Homework Policy

Homework is a regular part of the school's academic program and serves several purposes. For example, homework provides students with opportunities to practice and study. It is also a vehicle for developing personal responsibility and allows parents to know what their child is learning in school.

Teachers will assign homework that fosters individual learning and growth and that is appropriate for the subject area. Homework is part of all students' regular evaluations. Each student is responsible for completing and turning in homework on time. The teacher's record is final in cases of conflict regarding homework assignments. If a student or parent has questions about homework, contact the teacher who assigned it.

Report Cards and Grading Scales
The school will issue progress reports every three weeks and report cards at the end of each six-week reporting period within a semester. Parents are encouraged to schedule a conference with their child's teacher at any time.

Incomplete Grades
In some cases, students who have missed assignments and/or concepts in a class may be given an incomplete grade. All work receiving a grade of "I" should be completed and turned in before the end of the grading period. Questions concerning an "I" should be directed to the teacher. Students are responsible for making necessary arrangements with the teacher to make up work. Any "incomplete" that is not made up before the end of a grading period or within the make-up period of an excused absence will count as a "0" if not completed by the assigned time. A grade of "I" on a six weeks report card can prohibit a student from participating in extracurricular activities.

Make-up Grades
Students are allowed to make up missing classroom assignments and homework if an absence is excused, as described in the attendance policy. One day will be given to complete and turn in make-up work for each day of an excused absence. Work missed due to unexcused absences, including disciplinary reasons, will be accepted at the discretion of the teacher.

Progress Reports
The grading system of our school is designed to give parents a true indication of the student's progress, or lack thereof. Following the first 3-week period of a six week, Progress Reports are sent home by teachers to the parents by the student, if they are failing. These reports are to be signed by the parent and returned to the school promptly. Students will then be taken out of all extracurricular activities for the next three weeks. Students may practice or rehearse however, they are not allowed to play games or participate in competitions for 3-weeks. This includes all sports, cheerleading etc. Students must attend tutoring for the following 3-weeks, so that the student may pass at the 6-weeks. Students who do not return progress reports as directed may be subject to administrative actions.

Promotion Requirements
A student may be promoted on the basis of academic achievement and/or demonstrated proficiency in the subject matter of the course or grade level, the recommendation of the student's teacher, the score received on any criterion-reference or state-mandated assessment, and any other necessary academic information as determined by the district. To earn credit in a course, a student must receive a grade of at least 70 based on course level or grade level standards. Promotion to the next grade level shall be based on an overall average of 70 on a scale of 100.

Grade Reporting/Parent Conferences
At the end of the first three weeks of each grading period, Golden Rule will provide parents with student progress reports for all courses and subjects. At least once every six weeks, the school will provide written notice to parents of a student's grades. The report will include the number of times the student has been absent. Parent conferences are required for students whose grades fall below 70% on report cards or progress reports.

At the end of each six-weeks, Golden Rule will provide parents with written notice of student progress and conduct in each class or subject, in the form of a report card. The report shall include the student's number of absences and their six week grades. If a student received a six-week grade of less than 70% in any class or subject, the teacher will schedule a conference with the parent.

Remediation/Tutorials

Remediation shall be provided to students who maintain less than a 70% average in reading/language arts, mathematics, science, and social studies for a reporting period.

Grade Errors and Correction

Errors in students' grades will be corrected within five days after the grading period ends. Corrections of grade errors shall be based on teacher grade book records. Corrections shall be made only on a designated form with the teacher's and Campus Principal's signature and date to verify the change. The teacher is responsible to submit corrections to the PEIMS Department.

Honor Roll

All courses count toward honor roll eligibility.

Standardized Testing

STAAR (State of Texas Assessments of Academic Readiness)

In addition to routine tests and other measures of achievement, students in grades 3–8 will take state-mandated assessments, such as the STAAR, in the following subjects:

- Mathematics, annually in grades 3–8.
- Reading, annually in grades 3–8.
- Science in grades 5 and 8.
- Social Studies in grade 8.

A Spanish version of STAAR is available to students in grade 3-5 who need this accommodation.

Texas English Language Proficiency Assessment System ("TELPAS")

The Texas English Language Proficiency Assessment System (TELPAS) is a system of statewide assessments administered to all Limited English Proficient (LEP) students in grades K–12. The TELPAS measures English ability based on the stages of language development of second language learners. These results will further the understanding of the educational needs of LEP students by providing a state-level measure of both their current academic English levels and their annual progress in English.

Special Programs Bilingual/ESL Services

Golden Rule offers Bilingual/English as a Second Language (ESL) services for English language learners who are limited to their English proficiency. The program is designed to assist students identified as having Limited English Proficiency with development in language – listening, speaking, reading, and writing. The goal of this program is to provide additional English language assistance to students, enabling them to become academically successful in all classes. Students are assessed with state-approved Oral Language Proficiency and Norm-Referenced Test to qualify for placement in the program. If the test results indicate either limited oral or limited cognitive academic English ability, the student (with parent approval) is provided additional English language support.

Special Education Services

Golden Rule has the responsibility of identifying, locating, and evaluating individuals with disabilities who are 5 to 21 years of age and who fall within the school's jurisdiction. If you know or suspect that your student has a disability, please contact our Special Education Director, Lina Freeman for available programs, assessments, and services.

Special education services are specifically designed to meet the unique needs of students with disabilities. Each student who receives special education services has an Individual Education Plan (IEP), which is developed by the student's ARD Committee. The ARD Committee considers the student's disability and determines appropriate accommodations, supplementary aids, and/or services that are necessary for the student to participate in the general curriculum.

All special education services are provided in the least restrictive environment, which may be special education settings, general education settings, or a combination of both. All students receiving special education services are educated to the maximum extent appropriate with their non-disabled peers as well as participating in all school activities on the same basis as students who are not disabled.

The Notice of Procedural Safeguards – Rights of Parents of Students with Disabilities, can be obtained from: Lina Freeman, Special Education/504 Director,
2602 W. Illinois Ave. Dallas, TX 75233, (214)333- 9330

or at the Texas Education Agency Special Education Website:
http://tea.texas.gov/Curriculum_and_Instructional_Programs/Special_Education/.

Providing Assistance to Students Who Have Learning Difficulties or Who Need Special Education Services
If a student is experiencing learning difficulties, the parent may contact Lina Freeman , Special Education/504 Director, 2602 W. Illinois Ave. Dallas, TX 75233, 214)333-9330 to learn about Golden Rule's overall general education referral or screening system for support services. This system links students to a variety of support options, including referral for a special education evaluation. Students having difficulty in the regular classroom should be considered for tutorial, compensatory, and other academic or behavior support services that are available to all students, including a process based on Response to Intervention (RtI). The implementation of RtI has the potential to have a positive impact on Golden Rule's ability to meet the needs of all struggling students.

At any time, a parent is entitled to request an evaluation for special education services by presenting a written request to Lina Freeman, Special Education/504 Director, 2602 W. Illinois Ave. Dallas, TX 75233, 214-333-9330 or an administrative employee. Golden Rule must, within 15 school days of receiving the request, either (1) give the parent an opportunity to give written consent for the evaluation or (2) refuse to provide the evaluation and provide the parent with written notice that explains why the child will not be evaluated. This written notice will include a statement that informs the parents of their rights if they disagree with Golden Rule. Additionally, the parent will receive a copy of the Notice of Procedural Safeguards – Rights of Parents of Students with Disabilities.

If consent for evaluation is obtained, Golden Rule must generally complete the evaluation and report within 45 school days of the date Golden Rule receives the written consent. Golden Rule must give a copy of the evaluation report to the parent.

Section 504 Services
Golden Rule provides a free appropriate public education to each qualified student with a disability, regardless of the nature or severity of the student's disability. A student with a disability is one who has a physical or mental impairment that substantially limits one or more of the student's major life activities, has a record of having such impairment, or is regarded as having such impairment. A student with a disability is qualified if he or she is between the ages of 3 and 21, inclusive.

An appropriate education is the provision of regular or special education and related services that are:

(1) Designed to meet the student's individual educational needs as adequately as the needs of students who do not have disabilities are met; and (2) based on adherence to procedures that satisfy federal requirements for educational setting, evaluation and placement, and procedural safeguards.

Qualified students with disabilities will be placed in the regular educational environment, unless Golden Rule demonstrates that education in the regular environment with the use of supplemental aids and services cannot be achieved satisfactorily. Should an alternate educational environment be necessary, Golden Rule will comply with all legal requirements regarding least restrictive environment and comparable facilities for students with disabilities. In providing or arranging for nonacademic and extracurricular services and activities, Golden Rule will ensure that a qualified student with a disability participates with students who do not have disabilities to the maximum extent appropriate.

To be eligible for services and protections against discrimination on the basis of disability under Section 504 of the Rehabilitation Act, a student must be determined, as a result of an evaluation, to have a "physical or mental impairment" that substantially limits one or more major life activities. If a student has or is suspected of having a

disability, or requires special services, parents or teachers should contact the Campus Principal for information concerning available programs, assessments, and services.

SECTION 4: STUDENT CODE OF CONDUCT

Purpose of the Student Code of Conduct

To function properly, education must provide an equal learning opportunity for all students by recognizing, valuing, and addressing the individual needs of every student. In addition to the regular curriculum, principles and practices of good citizenship must also be taught and modeled by school staff. To foster an orderly and distraction-free environment, Golden Rule has established this Student Code of Conduct (the Code) in accordance with state law and the Golden Rule open-enrollment charter. The Code has been adopted by the Board of Directors, and provides information to parents and students regarding expectations for behavior, consequences of misconduct, and procedures for administering discipline.

In accordance with state law, the Code will be posted at each Golden Rule campus and/or will be available for review at the campus office. Parents will be notified of any violation that may result in a student being suspended or expelled from Golden Rule. Students must be familiar with the standards set forth in the Student Code of Conduct, as well as campus and classroom rules.

The Code does not define all types and aspects of student behavior, as Golden Rule may impose campus or classroom rules in addition to those found in the Code. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code. When students participate in student activities, they will also be expected to follow the guidelines and constitutions that further specify the organization's expectations, student behavior and consequences.

Authority and Jurisdiction

Golden Rule has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school on Golden Rule transportation;
2. While the student is in attendance at any school-related activity, regardless of time or location;
3. For any school-related misconduct, regardless of time or location;
4. For any expulsion offense committed while on Golden Rule property or while attending a school-sponsored or school-related activity of Golden Rule or another school in Texas;
5. While the student is in transit to or from school or to or from school-related activities or events;
6. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
7. When the student commits a felony, as provided by Texas Education Code §§ 37.006 or 37.0081; and
8. When criminal mischief is committed on or off Golden Rule property or at a school-related event.

Reporting Crimes

In addition to disciplinary consequences, misdemeanor and felony offenses committed on campus or while attending school-sponsored or school-related activities will be reported to an appropriate law enforcement agency.

Standards for Student Conduct

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet Golden Rule's standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other Golden Rule staff and volunteers.
- Respect the property of others, including Golden Rule property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Adhere to the requirements of the Student Code of Conduct.

Discipline Management Techniques

Disciplinary techniques are designed to improve conduct and to encourage students to adhere to their responsibilities as members of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Discipline will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.

Because of these factors, discipline for a particular offense, unless otherwise specified by law, may bring into consideration varying techniques and responses.

Techniques

The following discipline management techniques may be used—alone or in combination—for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

- Assignment of school duties such as cleaning or picking up litter.
- Behavioral contracts.
- Cooling-off time or "time-out."
- Counseling by teachers, counselors, or administrative personnel.
- Rewards for positive behavior.
- Demerits.
- Detention.
- Expulsion from Golden Rule, as specified in the expulsion section of the Code.
- Grade reductions for cheating, plagiarism, and as otherwise permitted by policy.
- In-school suspension, as specified in the suspension section of the Code.
- Out-of-school suspension, as specified in the suspension section of the Code.
- Parent-teacher conferences.
- Penalties identified in individual student organizations' extracurricular standards of behavior.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by Golden Rule.
- School-assessed and school-administered probation (final warning contracts).
- Seating changes within the classroom.
- Sending the student to the office or other assigned area.
- Techniques or penalties identified in individual student organizations' extracurricular standards of behavior.
- Temporary confiscation of items that disrupt the educational process.
- Verbal correction, oral or written.
- Withdrawal of privileges, such as participation in extracurricular activities, field trips, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Withdrawal or restriction of bus privileges.
- Other strategies and consequences as determined by school officials.

Corporal Punishment

Golden Rule will NOT administer corporal punishment upon a student for misconduct.

Student Code of Conduct Offenses

The categories of conduct below are prohibited at school and all school-related activities.

Level I Offenses

1. Causing an individual to act through the use of threat or coercion.
2. Cheating or copying the work of another student or school employee.
3. Directing profanity, vulgar language, or obscene gestures toward another student or school employee.

4. Discharging a fire extinguisher without valid cause.
5. Disobeying conduct rules regarding school transportation.
6. Engaging in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
7. Engaging in disruptive actions or demonstrations that substantially disrupt or materially interfere with school activities.
8. Engaging in verbal or written exchanges that threaten the safety of another student, a school employee, or school property.
9. Failing to comply with directives given by school personnel (insubordination).
10. Falsifying records, passes, or other school-related documents.
11. Gambling.
12. Inappropriate or indecent exposure of a student's private body parts (depending on nature, severity and circumstances, this offense may also rise to a Level II offense). See glossary.
13. Leaving school grounds or school-sponsored events without permission.
14. Making false accusations or hoaxes regarding school safety.
15. Possessing pornographic material.
16. Possessing published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
17. Possession of telecommunications or other electronic devices, including displaying, turning on, or using a telecommunications device (including a cellular telephone or other electronic device) while on school property during the school day without prior authorization.
18. Recording the voice or image of another without the prior consent of the individual(s) being recorded or in any way that disrupts the educational environment or invades the privacy of others.
19. Refusing to accept discipline management techniques assigned by a teacher or Principal.
20. Repeated tardiness.
21. Repeatedly violating communicated campus or classroom standards of conduct.
22. Throwing objects that can cause bodily injury or property damage.
23. Violating dress and grooming standards as communicated in the Student Handbook.

<u>Disciplinary Consequences (may not necessarily be followed in order and progressive disciplinary measures are not required)</u>

1. After school detention.
2. Application of one or more Discipline Management Techniques listed above.
3. Confiscation of cell phones or other electronic devices.
4. Grade reductions for academic dishonesty.
5. In-school suspension.
6. Out-of-school suspension.
7. Removal from the classroom and/or placement in another classroom.
8. Restitution/restoration, if applicable.
9. Saturday school.
10. School-assessed and school-administered probation.
11. Temporary confiscation of items that disrupt the educational process.
12. Verbal correction.
13. Withdrawal of privileges, such as participation in extracurricular activities and eligibility for seeking and
14. holding honorary offices, and/or membership in school-sponsored clubs or organizations.

Level II Offenses

1. Abusing over-the-counter drugs. (See glossary for "abuse.")
2. Being a member of, pledging to become a member of, joining, or soliciting another person to join, or pledge to
3. become a member of a public school fraternity, sorority, gang or secret society or organization as defined by Texas Education Code § 37.121.

4. Being under the influence of prescription or over-the-counter drugs that cause impairment of physical or mental faculties. (See glossary for "under the influence.")
5. Committing extortion or blackmail, meaning obtaining money or an object of value from an unwilling person.
6. Creating or participating in the creation of a "hit list." (See glossary.)
7. Damaging or vandalizing property owned by others, including but not limited to school property or facilities, property of Golden Rule employees, or property of other students.
8. Defacing or damaging Golden Rule property—including textbooks, lockers, furniture, and other equipment—or property of any other person, with graffiti or by any other means.
9. Engaging in conduct that constitutes dating violence, including the intentional use of physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control another person with whom the student has or has had a dating relationship.
10. Engaging in inappropriate verbal, physical, or sexual conduct directed toward another person, including a Golden Rule student, employee, or volunteer.
11. False accusation of conduct that would constitute a misdemeanor or felony.
12. Fighting or arranging a fight. School is not a place to arrange fights, whether those fights take place on or off school grounds. Fighting is an instance of physical contact in anger, regardless of whether fists or weapons are used. Students who involve themselves in fighting or arranging a fight will, at a minimum, be suspended for the remainder of the day.
13. Forgery of school documents at school or otherwise.
14. Gang-related activity of any kind or nature (behavior that is deemed serious gang-related activity may be elevated or addressed as a Level III Offense).
15. Non-Title Five felony; school is notified by police.
16. Participating in "hazing." (See glossary.)
17. Possessing or selling look-alike drugs, or attempting to pass items off as drugs or contraband.
18. Possessing or selling seeds or pieces of marijuana in less than a usable amount.
19. Possession of stolen property.
20. Possessing, using, giving, or selling paraphernalia related to any prohibited substance (illegal, prescription, and over-the-counter drug). (See glossary for "paraphernalia.")
21. Possession or use Prohibited Items, including but not limited to:
    a. Fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
    b. A pocket knife or any other small knife with a blade less than 1.5" in length;
    c. Matches or a lighter;
    d. A laser pointer for other than an approved use; or
    e. Any articles not generally considered to be weapons, including school supplies, when the Principal or designee determines that a danger exists.
22. Any repetitive Level I Offenses – i.e., two or more Level I offenses within a semester, whether the same or any combination.
23. Threatening or bullying a student, employee, or volunteer of Golden Rule, whether on or off school property. If the conduct causes a substantial disruption of the educational environment it may be elevated to a Level III Offense depending on circumstances as determined by Golden Rule.
24. Violating the Golden Rule medication policy.

<u>Disciplinary Consequences (may not necessarily be followed in order and progressive disciplinary measures are not required)</u>

1. Any applicable Level I Disciplinary Consequence or Discipline Management Technique listed above, including multiple consequences as deemed appropriate by Golden Rule.
2. Out-of-school suspension for up to five days.

Level III Offenses

1. Abusing a student's own prescription drug, giving a prescription drug to another student, or possessing or being under the influence of another person's prescription drug while on school property or at a school-related event. (See glossary for "abuse.")
2. Aggravated assault.

3. Aggravated kidnapping.
4. Aggravated robbery.
5. Aggravated sexual assault
6. Any offense listed in Sections 37.006(a) or 37.007 (a), (b), and (d) of the Texas Education Code, no matter when or where the offense takes place.
7. Arson.
8. Burglary of a motor vehicle on campus.
9. Capital murder.
10. Committing or assisting in a robbery or theft, even if it does not constitute a felony according to the Texas Penal Code.
11. Commission of a felony offense listed under Title 5, Texas Penal Code. (See glossary.)
12. Committing the following offenses on school property or within 1,000 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
    a. Engaging in conduct punishable as a felony.
    b. Committing an assault (see glossary) under Texas Penal Code 22.01(a) (1).
    c. Selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug in an amount not constituting a felony offense. (See glossary for "under the influence.").
    d. Selling, giving, or delivering to another person an alcoholic beverage; committing a serious act or offense while under the influence of alcohol; or possessing, using, or being under the influence of alcohol, if the conduct is not punishable as a felony offense.
    e. Behaving in a manner that contains the elements of an offense relating to abusable volatile chemicals.
    f. Behaving in a manner that contains the elements of the offense of public lewdness or indecent exposure.
13. Conduct endangering the health and safety of others.
14. Criminal attempt to commit murder or capital murder.
15. Criminally negligent homicide.
16. Deliberate destruction or tampering with school computer data or networks.
17. Engaging in "bullying" and/or cyber bullying. (See glossary.)
18. Engaging in conduct punishable as a felony.
19. Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See glossary.).
20. Engaging in conduct punishable as a felony listed under Title 5 (see glossary) of the Texas penal Code when the conduct occurs off school property and not at a school-sponsored or school- related event and:
    a. The student receives deferred prosecution (see glossary);
    b. A court or jury finds that the student has engaged in delinquent conduct (see glossary); or
    c. The Principal or designee has reasonable belief (see glossary) that the student engaged in the conduct.
21. Engaging in conduct that constitutes discrimination or harassment, including conduct motivated by race, color, religion, national origin, gender, disability, or age and directed toward another student or Golden Rule employee. (See glossary.)
22. Engaging in conduct that constitutes sexual harassment or sexual abuse, whether by word, gesture, or any other conduct directed toward another person, including a Golden Rule student, employee, or volunteer.
23. Engaging in conduct that contains the elements of retaliation against any Golden Rule employee or volunteer, whether on or off of school property.
24. Engaging in inappropriate or indecent exposure of private body parts.
25. Felony criminal mischief against school property, another student, or school staff.
26. Gang activity (violent or likely to cause harm to another or disrupt the educational environment in any way).
27. Inappropriate sexual conduct.
28. Indecency with a child.
29. Issuing a false fire alarm.
30. Manslaughter.

31. Murder.
32. Persistent Level I offenses (four or more Level I offenses committed in any one school year).
33. Persistent Level II offenses (two or more Level II offenses committed in any one school year).
34. Possessing, selling, distributing, or being under the influence of inhalants.
35. Possessing, selling, distributing, or being under the influence of a simulated controlled substance.
36. Possession, use, transfer or exhibition of any firearm, illegal knife, club, or any other prohibited weapon or harmful object (as determined by Golden Rule).
37. Public lewdness.
38. Required registration as a sex offender.
39. Setting or attempting to set fire on school property (not arson).
40. Sexual abuse of a young child or children.
41. Sexual assault.
42. Stealing from students, staff, or Golden Rule.
43. Targeting another individual for bodily harm.
44. Use, exhibition, or possession of a knife with a blade more than 1.5" in length, including but not limited to switchblade knives or any other knife not defined as an illegal knife.
45. Violating computer use policies, rules, or agreements of Golden Rule, such as the Student Acceptable Use policy, including but not limited to:
    a. Attempting to access or circumvent passwords or other security-related information of Golden Rule or its students or employees, and uploading or creating computer viruses, including such conduct off school property if the conduct causes a substantial disruption to the educational environment.
    b. Attempting to alter, destroy, or disable Golden Rule computer equipment, Golden Rule data, the data of others, or other networks connected to the Golden Rule system, including conduct occurring off school property if the conduct causes a substantial disruption of the educational environment.
    c. Using the Internet or other electronic communications to threaten Golden Rule students, employees, or volunteers, including conduct occurring off school property if the conduct causes a substantial disruption to the educational environment.
    d. Sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal, including conduct occurring off school property if the conduct causes a substantial disruption to the educational environment.
    e. Using e-mail or Web sites at school to encourage illegal behavior or threaten school safety.
46. Any discretionary or mandatory expulsion violation under Texas Education Code, Chapter 37.
47. Possessing, smoking, or using tobacco products and/or e-cigarettes at school or at a school-related or school-sanctioned activity on or off school property. (See glossary.)
48. Possession or use Prohibited Items, including but not limited to:
    a. A razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
    b. A "look-alike" weapon;
    c. An air gun or BB gun;
    d. Ammunition;
    e. A stun gun;
    f. Mace or pepper spray;
    g. Any articles not generally considered to be weapons, including school supplies, when the Principal or designee determines that a danger exists.

<u>Disciplinary Consequences (may not necessarily be followed in order and progressive disciplinary measures are not required)</u>

1. Out of school suspension for three, five or ten days.
2. Expulsion.

Student Code of Conduct Consequences

Detention

Detention may be assigned on each day during school at the discretion of the teacher. Detention will not last

longer than one hour after a regular school day. Students who serve detention must make arrangements to be picked up from school.

After School Detention

The following rules apply to students assigned to after school detention:

1. Students will bring materials to work on. Classroom materials may also be sent by a teacher.
2. All materials must be brought to the detention room when reporting.
3. Sleeping is not permitted.
4. Students will follow all rules concerning classroom behavior. Failure to comply will mean suspension from school.
5. Any student assigned to detention must stay the entire time. Students refusing to complete their time will be suspended from school.

Suspension

Golden Rule utilizes two kinds of suspension: in school suspension and out of school suspension.

<u>In School Suspension</u>

The following rules and regulations apply to all students assigned to in school suspension ("ISS"):

1. Students must report to the detention room at 8:00 Elem. /8:30 M.S. ISS will be run from official school start time until dismissal time.
2. Students will bring materials to work on, including an ISS assignment with their teachers' names, subjects, and assignments. Students are responsible for obtaining assignments from each teacher.
3. All materials must be brought to the room when reporting.
4. Students may not bring food or drink into the detention room.
5. No disruptive behavior will be allowed.
6. Unexcused absences from suspension will be referred to the Principal.
7. Sleeping is prohibited.
8. Students must abide by Golden Rule policies and behavioral standards during their suspension period.
9. A student who misses a scheduled ISS session without a confirmed excuse will be assigned one day out of school suspension. If a student misses more than one scheduled ISS session without a confirmed excuse, he or she may be subject to expulsion.

Failure to follow these guidelines will be reported to the Campus Principal for further action, which may include up to three days of out of school suspension or any other Level I consequence.

<u>Out of School Suspension</u>

The Principal will give notice of suspension and the reasons for the suspension to the student. In deciding whether to order out-of-school suspension, the administrator may take into consideration factors including self-defense, prior discipline history, intent or lack of intent and other appropriate or mitigating factors determined by the administrator.

Removal from School Transportation

A student being transported by Golden Rule transportation to or from school or a school-sponsored or school-related activity may be removed from a school vehicle for conduct violating the school's established standards for conduct in a school vehicle.

Student Parking and Parking Permits (Secondary Grade Levels Only)

A student must present a valid driver's license and proof of insurance to be eligible for a parking permit.

Students must request a parking permit and pay a sticker fee of $15 to park in the school parking lot. So long as space is available, parking permits may be issued throughout the year.

Students will not be permitted to:

- Speed

- Double park
- Park over a yellow or white line
- Park in a fire lane
- Loiter in the parking lot before, after and/or during school hours
- Go to the parking lot without permission.

Any student involved in an accident on school property must tell the Principal or Security officer immediately. Do not drive away as you could be charged with a hit and run. Students may be subject to disciplinary action or loss of parking privileges for violation of these rules.

Conferences, Hearings, and Appeals

All students are entitled to conferences, hearings, and/or appeals of disciplinary matters as provided by applicable state and federal law, and Golden Rule policy.

Process for Suspensions Lasting Up to Five Days

In addition to the above list of Code of Conduct violations, the Campus Principal has authority to suspend a student for a period of up to five school days for any of the following additional reasons:

1. The need to further investigate an incident,
2. A recommendation to expel the student, or
3. An emergency constituting endangerment to health or safety.

Prerequisites to Suspension

Prior to suspending a student for up to five days, the Campus Principal or designee must attempt to hold an informal conference with the student to:

1. Notify the student of the accusations against him/her,
2. Allow the student to relate his or her version of the incident, and
3. Determine whether the student's conduct warrants suspension.

Notification to Parents/Guardians

If the Campus Principal or designee determines the student's conduct warrants suspension during the school day for up to five days, the Campus Principal or designee will make reasonable effort to notify the student's parent(s) that the student has been suspended before the student is sent home. The Campus Principal or designee will notify a suspended student's parent(s) of the period of suspension, the grounds for the suspension, and the time and place for an opportunity to confer with the Campus Principal.

Credit During Suspension

A student shall receive credit for work missed during the period of suspension if the student makes up work missed during the period of suspension within the same number of school days the student was absent on suspension.

Process for Out-of-School Suspensions Over Five Days (extended suspension) and Expulsion

Notice

When the Campus Principal or designee determine that a student's conduct warrants suspension for more than five days (extended suspension) or expulsion, but prior to taking any such action, the Campus Principal or designee will provide the student's parent(s) with written notice of:

1. The reasons for the proposed disciplinary action; and
2. The date and location for a hearing before the Campus Principal or designee, within five school days from the date of the disciplinary action.

The notice shall further state that, at the hearing, the student:

1. May be present;
2. Shall have an opportunity to present evidence;
3. Shall be apprised and informed of Golden Rule's evidence;

4. May be accompanied by his or her parent(s); and
5. May be represented by an attorney.

Hearing Before the Campus Principal or Designee

Golden Rule shall make a good faith effort to inform the student and the student's parent(s) of the time and place for the hearing, and Golden Rule shall hold the hearing regardless of whether the student, the student's parent(s) or another adult representing the student attends. The Campus Principal or designee may audio record the hearing.

Immediately following the hearing, the Campus Principal or designee will notify the student and the student's parent(s) in writing of his or her decision for the recommendation to the Superintendent of Schools. The recommendation to the superintendent and the letter to the parent shall specify:

1. The length of the extended suspension or expulsion, if any;
2. When or if the expulsion is not permanent, the procedures for re-admittance at the end of the expulsion period if at all; and
3. The right to appeal the Campus Principal or designee's recommendation to the Board of Directors or the Board's designee if accepted by the Superintendent.

The notice shall state that failure to request such a hearing within five business days constitutes awaiver of further rights in the matter, and that disciplinary consequences will not be deferred pending theoutcome of an appeal of an extended suspension or expulsion decision.

Appeal of Expulsion Hearing Decision to the Board's Designee

The student or his/her parent(s) may appeal the expulsion decision to the Board's designee by notifying the designee in writing within five business days of the date of notification of the Hearing Officer's decision. The designee will review the administrative record from the initial disciplinary hearing and conduct an appeal conference with the student and/or parent within five business days of the request to appeal. The designee shall audio record the appeal conference. The designee will notify the student and his or her parent(s) of the appeal decision, in writing, within 24 – 48 hours (meaning two school days) of the appeal conference. If more time is needed for the decision, the Hearing Officer will notify the student/parent within 48 hours of the appeal conference that more time is needed and when he/she will follow up with a decision
in writing

Appeal to Board of Directors

The student or his or her parent(s) may appeal the decision of the Board's designee to the Board of Directors by notifying the Superintendent in writing within five calendar days of receiving the appeal decision fromthe Board's designee. The student and/or his or her parent(s) will be informed of the date, time, and location of the meeting in which the disciplinary consequence will be reviewed. The Board will review the disciplinary administrative record and any audio recording or transcription/minutes of any hearings or conferences before the initial Hearing Officer, and any conferences with the Board's designee, during a regular or specially called meeting in closed session as permitted by the Texas Open Meetings Act.

The appeal shall be limited to the issues and documents considered during the disciplinary consequence, except that if the administration intends to rely on evidence not included in the expulsion record, the administration shall provide the student or parent notice of the nature of the evidence at least three days before the Board meeting.

The Board may, but is not required to, allow an opportunity for the student or parent and the administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board will consider the appeal and may request that the administration provide an explanation for the disciplinary decision.
After hearing the complaint, the board must decide to either

- uphold the decision of the Board's designee, or
- to render a decision different than the decision of the Board's designee.

Pursuant to TOMA guidelines, the board must, upon reconvening in an open session of the board, allow for a motion to be made, seconded, and voted on by the board pursuant to the board's decision regarding the expulsion appeal.

If, during the open session following the Level Three hearing, any of the following occurs:

- no member of the board makes a motion after a request for a motion has been made by the presiding officer, or
- there is no second to the motion made, or
- after the motion has been seconded, a majority of board members vote against the motion;

The decision of the Board's designee will stand. A decision by the Board of Directors is final and may not be administratively appealed.
As stated above, discipline consequences will not be deferred pending the outcome of an appeal of an extended suspension or expulsion.

No Credit Earned
Except when required by law, students will not earn academic credit during a period of expulsion.

Emergency Removal
If the Campus Principal or designee reasonably believes a student's behavior is so unruly, disruptive, or abusive that it seriously interferes with a teacher's ability to communicate effectively with students in a class, with the ability of a student's classmates to learn, or with the operation of Golden Rule or a school- sponsored activity, the Campus Principal or designee may order immediate removal of the student. The Campus Principal or designee may impose immediate removal if he or she reasonably believes such action is necessary to protect persons or property from eminent harm. At the time of such an emergency removal, the student will be given verbal notice of the reason for the action and appropriate hearings will be scheduled within a reasonable time after the emergency removal.

Placement of Students with Disabilities
All disciplinary actions regarding students with disabilities (504 or special education under the IDEA) shall be conducted

in accordance with applicable federal and state laws.

Suspension/Expulsion Requirement
A student with a disability shall not be removed from his or her current placement for disciplinary reasons and/or pending appeal to the Board of Directors for more than ten days without ARD Committee action to determine appropriate services in the interim and otherwise in accordance with applicable law. If a special education due process appeal to a TEA special education hearing officer is made, the student with a disability shall remain in the then current education setting in place at the time such appeal is noticed to Golden Rule, unless Golden Rule and the student's parents agree otherwise.

If a student's IEP includes a behavior improvement plan or behavioral intervention plan, the student's ARD committee shall review the plan at least annually and more frequently if appropriate to address:

1) Changes in a student's circumstances that may impact the student's behavior, such as:
   a) Placement of the student in a different educational setting;
   b) An increase or persistence in disciplinary actions taken regarding the student for similar
   c) types of behavioral incidents;
   d) A pattern of unexcused absences; or
   e) An unauthorized unsupervised departure from an educational setting; or
2) The safety of the student or others.

Gun-Free Schools Act
In accordance with the Gun-Free Schools Act, Golden Rule shall expel, from the student's regular program for a period of one year, any student who is determined to have brought a firearm, as defined by federal law, to school. The Principal may modify the term of expulsion for a student or assess another comparable penalty that results in the student's expulsion from the regular school program on a case-by- case basis and in accordance with legal requirements.

For the purposes of this section, "firearm" means:

1. Any weapon – including a starter gun – which will, or is designed to, or which may readily be converted to expel a projectile by the action of an explosive from the frame or receiver of any such weapon;
2. Any firearm muffler or firearm silencer;
3. Any destructive device. "Destructive device" means any explosive, incendiary or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than 1/4 ounce, mine, or device similar to any of the preceding described devices. It also means any type of weapon – other than a shotgun shell or a shotgun that is generally recognized as particularly suitable for sporting purposes – by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than 1/2 inch in diameter; and any combination of parts either designed or intended for use in converting any device into a destructive device as described, and from which a destructive device may be readily assembled.

Glossary

The glossary provides legal definitions and locally established definitions and is intended to assist in understanding terms related to the Student Code of Conduct.

Abuse is improper or excessive use.

Abusable Volatile Chemical Offense, as defined by Health and Safety Code § 485.001 and 485.031. No student shall inhale, ingest, apply, use, or possess an abusable volatile chemical with intent to inhale, ingest, apply or use any of these in a manner:

1. Contrary to the directions for use, cautions, or warnings appearing on a label of a container of the chemical; and
2. Designed to affect the central nervous system, create or induce a condition of intoxication, hallucination, or elation, or change, distort, or disturb the person's eyesight, thinking process, balance, or coordination.

No student shall knowingly deliver to a person younger than 18 an abusable volatile chemical. Health and Safety Code § 485.032

No student shall knowingly use or possess with intent to use inhalant paraphernalia to inhale, ingest, or otherwise introduce into the human body an abusable volatile chemical. No student shall knowingly deliver, sell, or possess with intent to deliver or sell inhalant paraphernalia knowing that that person who receives it intends to use it to inhale, ingest, apply, use, or otherwise introduce into the human body an abusable volatile chemical. Health and Safety Code § 485.033

Armor-piercing ammunition is handgun ammunition used principally in pistols and revolvers and that is designed primarily for the purpose of penetrating metal or body armor.

Arson is defined by Texas Penal Code § 28.02 and occurs when a person starts a fire, regardless of whether the fire continues after ignition, or causes an explosion with intent to destroy or damage:

- Any vegetation, fence, or structure on open-space land; or
- Any building, habitation, or vehicle:
- Knowing that it is within the limits of an incorporated city or town,
- Knowing that it is insured against damage or destruction,
- Knowing that it is subject to a mortgage or other security interest,
- Knowing that it is located on property belonging to another,
- Knowing that it has located within it property belonging to another, or
- When the person starting the fire is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.

Arson also occurs when a person:

- Recklessly starts a fire or causes an explosion while manufacturing or attempting to manufacture a

controlled substance and the fire or explosion damages any building, habitation, or vehicle; or
- Intentionally starts a fire or causes an explosion and in so doing recklessly damages or destroys a building belonging to another, or recklessly causes another person to suffer bodily injury or death.

Assault is defined in part by Texas Penal Code § 22.01 as intentionally, knowingly, or recklessly causing bodily injury to another.

Bullying is defined to mean engaging in written or verbal expression, expression through electronic means, or physical conduct that occurs on school property, at a school-sponsored event, or school related activity, or in a vehicle operated by Golden Rule and that: has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student or damage to the student's property; or is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student. The conduct described above is also considered bullying if that conduct exploits an imbalance of power between the student perpetrator and the student victim through written or verbal expression and physical conduct, and interferes with a student's education or substantially disrupts the operation of Golden Rule. "Cyber bullying" means the use of any electronic communication device to engage in bullying or intimidation.

Chemical dispensing device is a device designed, made, or adapted for the purpose of dispensing a substance capable of causing an adverse psychological or physiological effect on a human being.

Club is an instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death, including but not limited to a blackjack, nightstick, mace, and tomahawk.

Controlled substances or dangerous drugs include but are not limited to marijuana; any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, barbiturate; anabolic steroid; or prescription medicine provided to any person other than the person for whom the prescription was written. The term also includes all controlled substances listed in Chapters 481 and 483 of the Texas Health and Safety Code.

Criminal street gang means three or more persons having a common identifying sign or symbol or an identifiable leadership who continuously or regularly associate in the commission of criminal activities.

Dating violence is the intentional use of physical, sexual, verbal, or emotional abuse by a person to harm, threaten, intimidate, or control another person with whom the student has or has had a dating relationship, as defined by Texas Family Code § 71.0021.

Deadly conduct occurs when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, and includes but is not limited to knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

Deferred adjudication is an alternative to seeking a conviction in court that may be offered to a juvenile for delinquent conduct or conduct indicating a need for supervision.

Deferred prosecution may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

Delinquent conduct is conducting that:
- Violates either state or federal law, other than a traffic offense, and is punishable by imprisonment or confinement in jail;
- Violates a lawful order of a court under circumstances that would constitute contempt of that court in a justice or municipal court, or a county court for conduct punishable only by a fine;
- Constitutes an intoxication and alcoholic beverage offense under Chapter 49 of the Texas Penal Code; or
- Violates Texas Alcoholic Beverage Code § 106.041 relating to driving under the influence of alcohol by a minor (third or subsequent offense).

Discretionary means that something is left to or regulated by a local decision maker.

E-Cigarette means an electronic cigarette or any other device that simulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine or other substances to the individual inhaling from the device. The term does not include a prescription medical device unrelated to the cessation of smoking.

Explosive weapon is any explosive or incendiary bomb, grenade, rocket, or mine that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror, and includes a device designed, made, or adapted for delivery or shooting an explosive weapon.

False Alarm or Report occurs when a person knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

- Cause action by an official or volunteer agency organized to deal with emergencies;
- Place a person in fear of imminent serious bodily injury; or
- Prevent or interrupt the occupation of a building, room, or place of assembly.

Firearm silencer means any device designed, made, or adapted to muffle the report of a firearm.

Graffiti means making marks with paint, an indelible pen or marker, or an etching or engraving device on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

Harassment is:

- Conduct that meets the definition established in Board policy and/or the Student Handbook; or
- Conduct that threatens to cause harm or bodily injury to another student, is sexually intimidating or obscene, causes physical damage to the property of another student, subjects another student to physical confinement or restraint, or maliciously and substantially harms another student's physical or emotional health or safety.

Hazing is an intentional, knowing, or reckless act, occurring on or off campus, by one person alone or acting with others, that is directed against a student and endangers the mental or physical health or safety of a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization.

Hit list is a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

Illegal Knife means a knife with a blade over 5-1/2"; hand instrument designed to cut or stab another by being thrown; dagger, including but not limited to a dirk, stiletto, and poniard; bowie knife; sword; spear; or as otherwise defined by Board policy.

Indecent Exposure means exposing one's anus or genitals with intent to arouse or gratify the sexual desire of any person while being reckless about whether another is present who will be offended or alarmed by the act.

Knuckles means any instrument consisting of finger rings or guards made of a hard substance and designed or adapted for inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

Machine gun is any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

Mandatory means that something is obligatory or required because of an authority.

Online Impersonation occurs when a person, without obtaining the consent of another person and with the intent to harm, defraud, intimidate, or threaten any persons, uses the name or persona of another person to:

- Create a web page on a commercial social networking site or other Internet website; or

- Post or send one or more messages on or through a commercial social networking site or other Internet website, other than on or through an electronic mail program or message board program.

Online impersonation also occurs when a person sends an electronic mail, instant message, text message, or similar communication that reference a name, domain address, phone number, or other item of identifying information belonging to any person:

- Without obtaining the other person's consent;
- With the intent to cause a recipient of the communication to reasonably believe that the other person authorized or transmitted the communication; and
- With the intent to harm or defraud any person.

Paraphernalia are devices that can be used for inhaling, ingesting, injecting, or otherwise introducing a controlled substance into a human body. It also includes equipment, products, or materials used or intended for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, or concealing a controlled substance.

Possession means to have an item on one's person or in one's personal property, including but not limited to clothing, purse, or backpack; a private vehicle used for transportation to or from school or school- related activities, including but not limited to an automobile, truck, motorcycle, or bicycle; or any other school property used by the student, including but not limited to a locker or desk.

Prohibited Weapon means an explosive weapon; a machine gun; a short-barrel firearm; a firearm silencer; knuckles; armor-piercing ammunition; a chemical dispensing device; a zip gun; or a tire deflation device.

Public school fraternity, sorority, secret society, or gang means an organization composed wholly or in part of students that seeks to perpetuate itself by taking additional members from the students enrolled in school based on a decision of its membership rather than on the free choice of a qualified student.

Reasonable belief is a determination made by the superintendent or designee using all available information, including the information furnished under Article 15.27 of the Code of Criminal Procedure.

Self-defense is the use of force against another to the degree a person reasonably believes the force is immediately necessary to protect him or herself.

Short-barrel firearm is a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

Switchblade Knife is any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or by the force of gravity or by the application of centrifugal force. The term does not include a knife that has a spring, detent, or other mechanism designed to create a bias toward closure and that requires exertion applied to the blade by hand, wrist, or arm to overcome the bias toward closure and open the knife.

Terroristic threat is a threat of violence to any person or property with intent to:

- Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
- Place any person in fear of imminent serious bodily injury;
- Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
- Cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service;
- Place the public or a substantial group of the public in fear of serious bodily injury; or
- Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state, or a public charter school (including Golden Rule).
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Title 5 offenses are those that involve injury to a person and include murder; manslaughter; criminally negligent homicide; trafficking in persons; unlawful transport; kidnapping; assault (on a public servant); aggravated assault; sexual assault; aggravated sexual assault; unlawful restraint; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; deadly conduct; terroristic threat; aiding a person to commit suicide; harassment of a public servant; improper photography; smuggling persons; and tampering with a consumer product.

Under the influence means lacking the normal use of mental or physical faculties. Impairment of a person's physical or mental faculties may be evidenced by a pattern of abnormal or erratic behavior, the presence of physical symptoms of drug or alcohol use, or by admission. A student "under the influence" need not be legally intoxicated to trigger disciplinary action.

Use means voluntarily introducing into one's body, by any means, a prohibited substance.

Zip gun is a device or combination of devices, not originally a firearm, but adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

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SECTION 5: ESPECIALLY FOR PARENTS

Parent Contact Information

Parents are responsible for notifying Golden Rule Schools of any changes in their address, telephone number, and/or email address so that we can update our records accordingly. It is important for parent communication that Golden Rule has a valid, working parent email address.

Parent Involvement and Responsibilities

School-wide programs are designed to significantly increase the opportunities for Golden Rule to raise the achievement of all children. A major component for school-wide programs is that of shared responsibility for high student performance. There is an emphasis to connect schools, parents, and communities in order to meet the educational needs of all students. This philosophy builds on the belief that school-community connections are critical to creating environments where all children can reach their fullest potential.

Your involvement as a parent includes:

1. Encouraging your student to put a high priority on education and working with your student on a daily basis to make the most of the educational opportunities the school provides. Be sure your child comes to school each day prepared, rested, in appropriate attire, and ready to learn.
2. Becoming familiar with all of your child’s school activities and with the academic programs, including special programs, offered by Golden Rule. Discuss with the campus Principal or classroom teacher any questions you may have about the options and opportunities available to your child.
3. Monitoring your student’s academic progress and contacting teachers as needed.
4. Attending scheduled conferences and requesting additional conferences as needed.
5. Becoming a school volunteer. For further information, see “Parent Volunteers” below.
6. Offering to serve as a parent representative on a planning committee to assist in the development of educational goals and plans to improve student achievement. For further information, contact the campus administration.
7. Attending School Board meetings to learn more about Golden Rule’s operations.

Parent Volunteers

Children benefit academically when parents and educators work together. Parent volunteer opportunities include:

- Tutoring
- Mentoring
- Judging contests and competitions
- Read to students/have students read to you
- Assisting in the school library and cafeteria
- Helping in the classroom
- Serving as a guest speaker
- Supervising and chaperoning
- Assisting with computer literacy
- Serving on advisory committees
- Helping with special events
- Sharing career skills to encourage college education or learn a trade.

To become a volunteer,

- Contact your child’s campus office.
- Fill out the volunteer application, consent to a criminal background check, and be approved. **The form must be completed and approved every academic school year.**

Surveys and Activities

Students will not be required to participate without parental consent in any survey, analysis, or evaluation funded in whole or in part by the U.S. Department of Education – that concerns:

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1. Political affiliations or beliefs of the student or the student’s parent;
2. Mental or psychological problems of the student or the student’s family;
3. Sexual behavior or attitudes;
4. Illegal, antisocial, self-incriminating or demeaning behavior;
5. Critical appraisals of individuals with whom the student has close family relationship;
6. Relationships privileged under law, such as relationships with lawyers, physicians and ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, except when the information is required by law and will be used to determine the student’s eligibility to participate in a special program or to receive financial assistance under such a program.

Parents will be able to inspect the survey or other instrument and any instructional materials used in connection with such a survey, analysis, or evaluation.

“Opting Out” of Surveys and Activities

Parents have the right to receive notice of and deny permission for their student’s participation in:

1. Any survey concerning the private information listed above, regardless of funding;
2. School activities involving the collection, disclosure, or use of personal information gathered from their student for the purpose of marketing or selling that information;
3. A non-emergency, invasive physical examination, or screening required as a condition of attendance, administered and scheduled by the school in advance and not necessary to protect the immediate health and safety of the student (exceptions are hearing, vision, or scoliosis screenings, or any physical exam of screening permitted or required under state law.)

Notice of Teacher Qualifications

At the beginning of each school year, each parent will be provided with information by Golden Rule regarding the professional qualifications of their student’s classroom teachers. Golden Rule will also provide this information upon request from a parent. The notification will include, at a minimum:

1. Whether your child’s teacher(s) have met state qualification and licensing criteria for their grade levels and subject areas.
2. Whether your child’s teacher(s) are serving under emergency or other provisional status that is less than full state certification.
3. The bachelor’s degree major of your child’s teacher(s) and any graduate degrees held, and the field of certification or degree.
4. Whether your child receives services from paraprofessionals and, if so, their qualifications.

Please contact Diana Mireles, Human Resource Director, to request this information.

Accommodations for Children of Military Families

Children of military families will be provided flexibility regarding certain school requirements, including:

- Immunization requirements;
- Grade level, course, or educational program placement;
- Eligibility requirements for participating in extracurricular activities; and Graduation requirements.

In addition, absences related to a student visiting with his or her parent, including a stepparent or legal guardian, who has been called to active duty for, is on leave from, or is returning from a deployment of at least four months will be excused by Golden Rule. The school will permit no more than five excused absences per year for this purpose. For the absence to be excused, the absence must occur no earlier than the 60th day before deployment or no later than the 30th day after the parent’s return from deployment.

<u>Student or Parent Complaints and Concerns</u>

Golden Rule values the opinions of its students and parents, and the public it serves. Parents and students have the right

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to express their views through appropriate informal and formal processes. The purpose of this grievance policy is to resolve conflicts in an efficient, expeditious, and just manner.

The Board of Directors encourages parents and the public to discuss their concerns and complaints through informal meetings with the Campus Principal. Concerns and complaints should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Neither the Board of Directors nor any Golden Rule employee shall unlawfully retaliate against a parent or student for voicing a concern or complaint.

The Superintendent may develop more detailed grievance procedures. The Superintendent shall ensure that the school’s grievance procedures are provided to all parents and students. The formal grievance procedure shall provide for any grievance to ultimately be considered or heard by the Board of Directors in accordance with Commissioner of Education rules.

For purposes of this policy, “days” shall mean school days, and announcement of a decision in the student’s or parent’s presence shall constitute communication of the decision.

Informal Conferences

A parent or student may request an informal conference with the Campus Principal, teacher, or other campus administrator within seven school days of the time the parent or student knew or should have known of the event(s) giving rise to the complaint. If the person is not satisfied with the results of the informal conference, he or she may submit a written grievance form to the Campus Principal. Grievance forms may be obtained from the Principal’s office.

Formal Grievance Process

The formal grievance process provides all persons with an opportunity to be heard up to the highest level of management if they are dissatisfied with an administrative response. Once all administrative procedures are exhausted, a person can bring concerns or complaints to the Board, as outlined below.

A grievance must specify the harm alleged by the parent and/or student, and the remedy sought. A parent or student should not submit separate or serial grievances regarding the same event or action. Multiple grievances may be consolidated at the school’s discretion. All time limits shall be strictly complied with; however, if an administrator determines that additional time is needed to complete a thorough investigation of the complaint and/or to issue a response, the administrator shall inform the parent or student in writing of the need to extend the response time and provide a specific date by which the response will be issued. Costs of any grievance shall be paid by the grievant.

Level One Complaint – Campus Principal Review

A parent or student shall submit a written Level One Grievance Form to the campus Principal or designee within the later of (1) seven school days from the time the event(s) causing the complaint were or should have been known, or (2) within seven school days following an informal conference with the campus Principal. Golden Rule reserves the right to require the grievant to begin the grievance process at Level Two.

The campus Principal or designee must meet with the complaining parent or student within ten school days of receiving the complaint. Following this conference, the campus Principal or designee shall issue a written Level One Decision. The Level One Decision must be issued within ten school days of the campus Principal or designee’s meeting with the parent or student.

Note: A complaint against the Superintendent shall begin at Level Three.

Level Two Complaint – Superintendent or Designee Review

If the parent or student is not satisfied with the Level One Decision, or if no decision is provided, the parent or student may file a written appeal to the Superintendent or designee. The appeal must include a signed statement of the

complaint, any evidence supporting the complaint, and a copy of the written complaint to the campus Principal or designee and a copy of the Level One Decision, if issued. The appeal shall not include any new issues or complaints unrelated to the original complaint. The appeal must be filed within seven school days of the Level One Decision or the response deadline if no decision is made.

The Superintendent or designee will serve as the Level Two Hearing Officer, and will meet the complaining parent or student within ten days of receiving the complaint. The Level Two Hearing Officer shall issue a written Level Two Decision within ten school days of this meeting.

Level Three – Board of Directors Review

If the student or parent is not satisfied with the Level Two Decision, or if no decision is provided, the parent or student may submit to the Superintendent or Designee a written appeal to the Board of Directors. The request must be filed within seven school days of the Level Two Decision or the response deadline if no decision is made. The student or parent shall be informed of the date, time, and place of the hearing.

The Board of Directors shall hear the student or parent complaint, and may set a reasonable time limit for presenting the complaint. Only written documentation and issues previously submitted and presented by the student or parent and Golden Rule will be considered. An audiotape recording of the hearing may be made. If the complaint involves concerns or charges regarding a student or Golden Rule employee, it shall be heard by the Board in closed meeting unless the student or employee to whom the complaint pertains requests that it is heard in public.

After hearing the complaint, the board must decide to either

- uphold the Level Two decision, or
- to render a decision different than the decision generated at the Level Two hearing.

Pursuant to TOMA guidelines, the board must, upon reconvening in an open session of the board, allow for a motion to be made, seconded, and voted on by the board pursuant to the board's decision regarding the complaint.

If, during the open session following the Level Three hearing, any of the following occurs:

- no member of the board makes a motion after a request for a motion has been made by the presiding officer, or
- there is no second to the motion made, or
- after the motion has been seconded, a majority of board members vote against the motion; the Level Two decision will stand. A decision by the Board of Directors is final and may not be administratively appealed.

Additional Complaint Procedures

This Student and Parent Complaints and Concerns process does not apply to all complaints

1. Complaints alleging discrimination or harassment based on race, color, gender, national origin, disability, religion, or any other characteristic protected by law shall be submitted as described in "Freedom from Discrimination, Harassment, and Retaliation," page 30 of this Handbook.
2. Complaints concerning retaliation related to discrimination and harassment shall be submitted as described in "Reporting Procedures," page 31 of this handbook.
3. Complaints concerning bullying or retaliation related to bullying shall be submitted as described in "Freedom from Bullying and Cyber-Bullying," page 34 of this Handbook.
4. For complaints concerning loss of credit on the basis of attendance.
5. For complaints concerning disciplinary long-term suspensions and/or expulsions.
6. Complaints concerning the identification, evaluation, or educational placement of a student with a disability within the scope of Section 504 shall be submitted as described in "Student or Parent Complaints and Concerns" above, except that the deadline for filing an initial Level One grievance shall be 30 calendar days and the procedural safeguards handbook.
7. Complaints concerning the identification, evaluation, educational placement, or discipline of a student with a disability within the scope of the Individuals with Disabilities Education Act shall be submitted in accordance with applicable Board policy and the procedural safeguards provided to parents of all students referred to special education.

8. Complaints regarding the Free and Reduced Price Meal Program. In accordance with federal law and U.S. Department of Agriculture policy, the school is prohibited from discriminating on the basis of race, color, religious creed, sex, political beliefs, age, disability, national origin, or limited English proficiency. (Not all bases apply to all programs.) Reprisal is prohibited based on prior civil rights activity. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, which is available online at the following website: http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usada.gov. Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339, or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.

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SECTION 6: IMPORTANT NOTICES

Digital Signature
A digital signature may be used to authenticate a written electronic communication sent to a district if it complies with rules adopted by the board. Before adopting rules, the board shall consider the rules adopted by the Department of Information Resources (DIR) and, to the extend possible and practicable, make the board’s rules consistent with DIR rules. Gov’t Code 2054.060(b) [See Administrative Code Chapter 203 for DIR rules related to management of electronic transactions and signed records.]

“Digital signature” mean an electronic identifier intendent by the person using it to have the same force and effect as the use of a manual signature. Gov’t Code 2054.060(e)(1)

Electronically Signed Documents
At the District’s discretion, the District may make certain transactions available online, including students admissions documents, student grade and performance information, contracts for goods and services and employment documents.

To the extent the District offers Transactions electronically, the district may accept electronic signatures in accordance with this policy.

When accepting electronically signed documents or digital signatures, the District shall comply with rules adopted by the Department of Information Resources, to the extent practicable, to:

- Authenticate a digital signature for a written electronic communication sent to the District;
- Maintain all record as required by law;
- Ensure that records are created and maintained in a secure environment;
- Maintain appropriate internal controls on the use of electronic signatures;
- Implement means of confirming transactions; and
- train Staff on related procedures as necessary.

Annual Notice of Parent and Student Rights (Annual FERPA Confidentiality Notice)
The Family Education Rights and Privacy Act (“FERPA”) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s educational records. These rights include the following:

The Right to Inspect and Review
Parents and/or eligible students have the right to inspect and review the student’s educational records within 45 days of the day the school receives access. Parents or eligible students should submit to the Campus Principal or designee a written request that identifies the record(s) they wish to inspect. Golden Rule will make arrangements for access and notify the parent or eligible student for the time and place where the records may be inspected.

If circumstances effectively prevent the parent or eligible student from exercising the right to inspect and review the student’s educational records, Golden Rule shall provide the parent or eligible student with a copy of the records requested to make arrangements for the parent or eligible student to inspect and review the requested records.

If the student’s educational records contain information on more than one student, the parent or eligible student may inspect and review or be informed of only the specific information about that student.

The Right to Review All Instructional Materials Used in the Classroom
A parent of a student enrolled in Golden Rule schools is entitled to review all teaching materials, instructional materials, and other teaching aids used in the classroom(s) of the student, including while the student is participating in virtual or remote learning. You may request that the school’s principals make the materials available for review. Materials for review include any materials that may be used in human sexuality instruction.

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The Right to Seek Amendment of the Student’s Educational Records
Parents or eligible students may ask Golden Rule Schools to amend a record that they believe is inaccurate, misleading, or in violation of the student’s privacy rights. Parents or eligible students should submit to the Campus Principal or designee a written request that clearly identifies the part of the record they want changed, and specifies why it is inaccurate, misleading, or in violation of the student’s privacy rights. Golden Rule will decide whether to amend the record as requested within a reasonable time after receiving the request. If Golden Rule decides not to amend the record as requested by the parent of eligible student, the school will notify the parent of eligible student of the decision and advise them to their right to a hearing to challenge the content of the student’s education records on the grounds that the information contained in the educational records is inaccurate, misleading, or in violation of the student’s privacy rights.

If, as a result of the hearing, Golden Rule decides that the information in the educational record is not inaccurate, misleading, or in violation of the student’s privacy rights, it shall inform the parent or eligible student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of Golden Rule. If the school places an amended statement in the student’s educational records, Golden Rule is obligated to maintain the amended statement with the contested part of the record for as long as the record is maintained and disclose the statement whenever it discloses the portion of the record to which the statement relates.

The Right to Consent Prior to Disclosure
Parents and/or eligible students have the right to consent to disclosures of personally identifiable information contained in the student’s educational records, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interest. A “school official” is a person employed by Golden Rule as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the Board of Directors; a person or company with whom Golden Rule 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, student, or other volunteer assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility.

Upon request, Golden Rule discloses educational records without consent to officials of another school in which a student seeks or intends to enroll or is already enrolled, so long as the disclosure is for purposes related to the student’s enrollment or transfer.

The Right to File a Complaint
Parents and/or eligible students have the right to file a complaint with the Family Policy Compliance Office of the U.S. Department of Education (“Office”) concerning alleged failures by Golden Rule to comply with the requirements of FERPA. These complaints should be addressed as follow:

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

Access to Medical Records
Parents are entitled to access their student’s medical records.

Additional Rights for Parents
Parents have the right to:

- Make decisions concerning their child’s education, and consent to medical, psychiatric, and psychological treatment of their child without infringement by the school unless it is necessary to further a compelling state interest, like life-saving care or narrowly tailored to the least restrictive means to achieve the compelling state interest;

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- Choose the educational setting for their child and have access to all school records, including medical records and library materials checked out by their child;
- Be notified within one business day if a school employee suspects that a criminal offense has been committed against a student;
- Be notified regarding any change in services being provided related to the student’s mental, emotional, or physical health or well-being.

Notice for Directory Information

Under FERPA, Golden Rule Schools must, with certain exceptions, obtain written consent prior to the disclosure of personally identifiable information from a student’s education records. However, Golden Rule may disclose appropriately designated “directory information” without written consent, unless a parent or eligible student has advised Golden Rule, in writing, to the contrary. The primary purpose of directory information is to allow the school to include this type of information from a student’s education records in certain school publications.

Golden Rule has designated the following categories of information as directory information for the purpose of disclosure relating to school-related purposes:

- Student name;
- Date and place of birth;
- Major field of study
- Degrees, honors, and awards received;
- Dates of attendance;
- Grade level;
- Most recent educational institution attended;
- Participation in officially recognized activities and sports; and
- Weight and height of members of athletic teams.

School-related purposes are those events/activities that Golden Rule conducts and/or sponsors to support the school’s educational mission. Examples include, but are not limited to:

- Extracurricular programs or events (school plays, concerns, athletic events, graduation ceremony, etc.).
- Publications (newsletters, yearbook, etc.).
- Honor roll and other student recognition lists.
- Marketing materials of Golden Rule (print media, website, videos, newspaper, etc.).

Golden Rule shall not release directory information except for the purposes indicated above, namely, disclosure relating to school-sponsored/school-affiliated purposes.

A PARENT OR ELIGIBLE STUDENT MAY OPT OUT OF THE RELEASE OF DIRECTORY INFORMATION FOR EITHER OR BOTH OF THESE PURPOSES BY SUBMITTING A WRITTEN OBJECTION TO THE SCHOOL OFFICE WITHIN 15 DAYS AFTER RECEIVING THIS “NOTICE OF PARENT AND STUDENT RIGHTS (ANNUAL FERPA CONFIDENTIALITY NOTICE).”

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Family Educational Rights and Privacy Act: Directory Information Opt Out Form

“Directory Information” means information contained in an educational record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. The law permits Golden Rule Schools to designate certain personal information as “directory information,” which may be released to anyone who follows the procedures for requesting it as prescribed in school policy.

To prohibit Golden Rule from releasing your student’s directory information, you must circle NO adjacent to the appropriate statement(s) below, sign the form, and return it to your student’s school. **Completion of this form is optional. However, if you do not circle NO or return this form, directory information about your student may be released** in accordance with Golden Rule policy.

If you have more than one student enrolled, you must complete a separate for each student.

PLEASE CHECK YES OR NO

For all students:

☐ YES	☐ NO	I give permission for my student’s name and photograph to be included in the Golden Rule yearbook.
☐ YES	☐ NO	I give permission for my student to be videoed, photographed, or interviewed at school by local media or Golden Rule personnel for use in educational purposes.
☐ YES	☐ NO	I give permission for my student’s artwork, projects, photographs, etc. to be used or displayed in any Golden Rule communication devices. Examples include media coverage, printed materials, marketing, and websites.

Student’s Grade Level | Today’s Date

PRINT Student’s Full Legal Name | Student’s Date of Birth

PRINT Parent/Guardian Full Legal Name | Parent/Guardian Signature

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Use of Student Work in School Publications

Occasionally, Golden Rule wishes to display or publish student artwork, photos taken by the student, or other original work on the school’s website, a website affiliated or sponsored by the school (such as a classroom website), and in school publications. Golden Rule agrees to use these student projects in this manner.

Parents: Please CHECK one of the choices below:

I, parent of _____

Print Student’s Name

☐ DO give

☐ Do NOT give

Golden Rule permission to use my child’s artwork, photos, or other original work in the manner described above.

_____

Student’s Grade Level | Today’s Date

_____

PRINT Student’s Full Legal Name | Student’s Date of Birth

_____

PRINT Parent/Guardian Full Legal Name | Parent/Guardian Signature

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Student Acceptable Use Policy

To prepare students for an increasingly computerized society, Golden Rule has made a substantial investment in computer technology for instructional purposes. Use of those resources is restricted to students working under a teacher’s supervision and for approved proposals only. Students with access to Golden Rule computers and their parents agree to follow the following user agreement regarding use of these resources. Violations of this agreement may result in withdrawal of computer privileges and other disciplinary action. Electronic communications, such as e-mail using Golden Rule computers, are not private and may be monitored by school staff.

Technology Mission Statement
Golden Rule is committed to utilizing the maximum potential of technology to enhance student learning and increase teacher effectiveness by providing students with technology-related experiences. Recognizing the ever-changing influences of technology on all aspects of our lives, Golden Rule is dedicated to providing an integrated technological curriculum for all students and staff. Students will have access to the technology necessary to produce, manage, communicate, and retrieve information in an efficient manner for educational use. In the attainment of both present and future goals, Golden Rule will provide a continually evolving staff development program oriented toward the integration of technology in areas of curriculum.

Instructional Resource
Golden Rule is proud to bring network and Internet access to school staff and students. Golden Rule believes the Internet offers many diverse and unique resources to both students and staff. Golden Rule’s goal in providing these services to staff and students is to promote educational excellence by facilitating resource sharing, innovative teaching, and communication skills.

Students and staff have access to numerous research oriented and instructional resources via the Internet. Online encyclopedias, professional journals, and databases filled with timely information on thousands of topics are just a few of the resources provided. School computers have the technology necessary to support student research and to promote academic achievement.

Student Safety
Golden Rule is aware that resources which are inappropriate or not designed for use in the educational setting may be accessed on the Internet. To protect students and staff from such inappropriate material, the school’s Internet access is filtered with one of the highest rated Internet filtering systems available. However, users must recognize that it is impossible for Golden Rule to restrict access to all controversial material and individuals must be responsible for their own actions in navigating the network.

Purpose
The purpose of this policy is to ensure school-level compliance with all procedures and regulations regarding the local area network and Internet usage. All students, parents, teachers, administrators, and school staff who obtain their Internet access through the school are expected to use these services appropriately.

User Responsibilities
The use of the Internet is a privilege. Abusive conduct will lead to the privilege being revoked. Golden Rule is providing Internet resources for educational purposes only. Student/staff use of Internet resources must be related to an expressed educational and/or administrative goal or objective.

1. The use of the school’s Internet and computer network must be in support of educational goals, research, and class assignments and be consistent with the educational objectives of Golden Rule.

2. Users must have a valid, authorized account to access the network, and use only those computer resources that are authorized. Accounts may be used only in accordance with authorized purposes.
3. Individual accounts may be used only by the owner of the account, except where specifically authorized by administrators. In the case of class accounts, all use must be under the supervision of the sponsoring

teacher/supervisor.

4. The user is responsible for safeguarding the computer account. Users are expected to protect access to accounts by periodically changing the password and keeping it confidential. They must respect the privacy of others by not tampering with their files, passwords, or accounts.

Policy Terms and Conditions

Acceptable Use

Users are to properly use Golden Rule network resources for educational and/or administrative purposes. Respectful and responsible network etiquette and behavior should be in keeping with the school's mission statement. Students and staff are expressly prohibited from accessing obscene, profane, vulgar, or pornographic sites or materials.

Students are prohibited from sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation or illegal. This prohibition applies to conduct off school property if it results in a substantial disruption to the educational environment.

Any person taking, disseminating, transferring or sharing obscene, sexually oriented, lewd or otherwise illegal images or other content, commonly referred to as "sexting," will be disciplined according to the Student Code of Conduct and may, in certain circumstances, be reported to law enforcement. Because engaging in this type of behavior can lead to bullying or harassment, students involved in "sexting" or the sharing of inappropriate images or other content may also be disciplined for violating the school's anti- harassment and bullying policies.

Golden Rule Schools' Acceptable Use Policy (AUP) addresses Golden Rule students' integration of Artificial Intelligence (AI) tools. It is designed to align with the district's existing Acceptable Use Policy (AUP), promote AI's responsible and ethical use, and prepare students for an evolving technological landscape. This policy establishes key principles for students' responsible and ethical AI use, emphasizing its role in enhancing, not replacing, human learning, upholding educational integrity, protecting student data in compliance with state, local, and federal law, and ensuring age-appropriate application.

Guidelines:

1. Authorized Use: Students may use AI tools for educational purposes related to instruction and assignments, as directed by their teachers. Use of AI tools for personal or non-educational purposes is prohibited.

2. Age Restrictions and Terms of Service: Students must adhere to the terms of service and age restrictions of any AI tool they use. Students must select and use AI tools appropriate for their age and developmental level.

3. Academic Integrity: Students must use AI tools to support and enhance learning, not engage in plagiarism or other academic dishonesty. Students must understand AI tools' responsible and ethical use, including proper citation and attribution.

4. Privacy and Data Protection: Students must protect the confidentiality of their data and others when using AI tools, in compliance with the Family Educational Rights and Privacy Act (FERPA) and other applicable laws and district policies. Students must not share personally identifiable information (PII) without proper authorization. Students should be aware of the data collection practices of any AI tool they use.

5. Responsible and Ethical Use: According to school rules and expectations, students must use AI tools responsibly and ethically. Students must not use AI tools to create or disseminate harmful, offensive, or inappropriate content. Students should be aware of the potential biases in AI tools and use them in a way that promotes fairness and respect.

6. Monitoring and Compliance: Student use of AI tools may be monitored to ensure compliance with this policy. Violations of this policy may result in disciplinary action under the district's existing AUP and student code of conduct.

7. Review and Updates: This policy will be reviewed and updated periodically to reflect technological changes, best practices, and legal requirements. Students should be aware that AI-generated content may not always be accurate.

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Students are responsible for critically evaluating any information they obtain from AI tools. The school district is not responsible for the content generated by third-party AI tools.

These guidelines aim to foster a human-centered and ethical approach to students' use of AI. By adhering to principles of educational integrity, data protection, responsible use, and age-appropriateness, students can leverage AI to enrich their learning experiences while upholding the core values of human-driven education.

Monitored Use

Electronic mail transmissions and other use of the electronic communications system by students and employees shall not be considered confidential and may be monitored at any time by designated Golden Rule staff to ensure appropriate use for educational or administrative purposes. Forgery or attempted forgery of electronic mail messages is prohibited. Only the school’s authorized IT Manager may read, delete, copy or modify the electronic mail of other system users.

Vandalism

Vandalism is defined as any malicious attempt to harm, disrupt or destroy data of another user of Golden Rule’s network or any other agencies or networks that are connected to the Internet. This includes, but is not limited to, the uploading or creating of computer viruses. Any of these actions may be viewed as violations of school policy, administrative regulations and, possibly, as criminal activity under applicable state and federal laws. Users must respect the privacy of other users, and will not intentionally seek information on, obtain copies of, or modify any file, data, or password belonging to another user, or represent themselves as another user unless explicitly authorized. Deliberate attempts to degrade or disrupt system performance and/or degrade, disrupt or bypass system security are violations of school policy and administrative regulations, and may constitute criminal activity under applicable laws.

Any prohibited behavior under this policy will result in the cancellation of technology privileges. Golden Rule will, in accordance with school policy, cooperate with local, state, or federal officials in any investigation concerning or relating to misuse of the school’s network.

Network Etiquette

Each network user is expected to:

- Be polite (i.e., an all-caps message implies shouting);
- Use appropriate language;
- Refrain from any activity that may be considered “cyber bullying,” including but not limited to threats of violence, extortion, obscene or harassing messages, harassment, stalking, child pornography, and sexual exploitation;
- Maintain confidentiality of the user, colleagues, and students;
- Respect copyright laws; and
- Be respectful in all aspects of network use.

Consequences

Violation of Golden Rule policies and procedures concerning use of the computer on the network will result in the same disciplinary actions that would result from similar violations in other areas of school policy, including the Student Code of Conduct. Any or all of the following consequences may be enforced if a student violates the terms of this policy:

- Loss of computer privileges/Internet access, with length of time to be determined by campus administration.
- Any disciplinary consequence, including suspension or expulsion, as deemed appropriate by the administration.
- Suspension may be considered for flagrant violations or violations that corrupt the educational value of the computers or the Internet.
- Expulsion may be considered in instances where students have used the school’s Internet access to engage in conduct that constitutes felony criminal mischief, and/or have deliberately attempted to bypass installed security software or copy/modify another student’s work files.

Violations of law may also result in criminal prosecution as well as disciplinary action by Golden Rule.

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Acceptable Use Agreement Acknowledgment Form

I have read and agree to abide by the Golden Rule Student Acceptable Use Policy. I further understand that any violation of this policy may constitute a criminal offense. Should I commit any violation, my Internet and computer access privileges may be revoked, and disciplinary action and/or appropriate legal action may be taken.

Student’s Grade Level | Today’s Date

PRINT Student’s Full Legal Name | Student’s Signature

(If you are under the age of 18 a parent or guardian must also read and sign this agreement.)

As the parent or guardian of this student, I have read the Golden Rule Student Acceptable Use Agreement. I understand that this access is designed for educational purposes. Golden Rule has taken precautions to eliminate controversial material. However, I also recognize it is impossible for Golden Rule to restrict access to all controversial materials and I will not hold Golden Rule responsible for materials transmitted on the network. Further, I accept full responsibility for supervision if and when my child’s use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Today’s Date

PRINT Parent’s Name | Parent’s Signature

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Electronic Communication Device Commitment Form

Electronic communications at school and at school-related functions are subject to regulation by Golden Rule.

This Electronic Communication Device Commitment Form grants authority and permission to Golden Rule to regulate electronic communication devices when these devices are brought to and/or used while on school property or when attending school related functions and events. Such communication devices include but are not limited to cellular phones, pagers, PDAs, and pocket computers. These regulations are made necessary in light of the unique opportunities these devices create for violations of law and school policies, and to perpetrate conduct disruptive of an educational environment essential to the school’s educational program. These concerns are exacerbated by electronic security protections and the personal size of these devices, which are often carried concealed in pockets and purses.

Therefore, all students who would possess or use such devices on school property or at school-related activities are required to sign this form together with their parent, guardian or other adult person having the authority of a parent for school purposes.

Each of you, by your signature below, agrees to the following:

- The possession and use of cellular phones, pagers, PDAs and other electronic communication devices by a student on school property or at school-related events is subject to regulation by Golden Rule.
- If a student possesses such devices on school property or while attending school-related events, Golden Rule is authorized and has my full consent to confiscate, power on or off, manipulate and do all things necessary to search my device and recover or intercept communications (including but not limited to text messaging) when reasonable suspicion exists that such device has been used to transmit or receive communications in violation of law, the Student Code of Conduct, school policy or regulation.
- I further understand, agree and consent that an electronic communication device used or possessed in violation of law, the Student Code of Conduct, school policy or regulation is subject to confiscation and that Golden Rule is not liable for any loss of or damage to confiscated devices.

_____

Student’s Grade Level | Today’s Date

_____

PRINT Student’s Full Legal Name | Student’s Signature

_____

Today’s Date

_____

PRINT Parent’s Name | Parent’s Signature

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Food Allergy Notification Form

Dear Parents,

Golden Rule is required by law to request, at the time of enrollment, that the parent or guardian of each student attending Golden Rule disclose the student’s food allergies. This form will satisfy this requirement.

This form allows you to disclose whether your child has a food allergy or severe food allergy that you believe should be disclosed in order for Golden Rule to take necessary precautions for your child’s safety.

“Severe food allergy” means a dangerous or life-threatening reaction of the human body to a food-borne allergen introduced by inhalation, ingestion, or skin contact that requires immediate medical attention.

Please list any foods to which your child is allergic or severely allergic, as well as the nature of your child’s allergic reaction to the food. Golden Rule will contact you for a note from your physician if your child has food allergies. **Your child must have an EpiPen prescribed to help in the event of an emergency.**

Food	Nature of allergic reaction to the food

Golden Rule will maintain the confidentiality of this form and the information provided above, and may disclose the information to teachers, school counselors, school nurses, and other appropriate school personnel only within the limitations of the Family Educational Rights and Privacy Act (“FERPA”) and Board policy. **Golden Rule will maintain this form as part of your child’s student record.**

_____
Today’s Date

_____
PRINT Student’s Full Legal Name | Student’s Grade Level

_____
Parent’s Cell Phone Number | Parent’s Work Number

_____
PRINT Parent’s Name | Parent’s Signature

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Acknowledgement and Approval of Elementary and Secondary Student Handbook and Code of Conduct

My signature below acknowledges that Golden Rule has made its Parent–Student Handbook and Code of Conduct available to me; that I have been given notice of the rules, responsibilities and consequences outlined in the Student Code of Conduct; that I have been informed that when I or my child is enrolled in Golden Rule, all information herein is applicable to me, my child, and all school staff; and that I have expressed intent to review this Handbook and the Student Code of Conduct contained within and to abide thereby.

Student’s Grade Level	Today’s Date
PRINT Student’s Full Legal Name	Student’s Signature
	Today’s Date
PRINT Parent’s Name	Parent’s Signature

GOLDEN RULE SCHOOL UNIFORM POLICY

	Shirt	Slacks	Shoes and Backpacks	Hoodies
PK to 5th	**Monday – Thursday** **Colors:** Red Collared knit polo shirts with school logo. All shirts must be tucked in at all times. Undershirts need to be white or black. **Friday** **Colors:** Blue T-shirt with school logo. All shirts must be tucked in at all times. Undershirts need to be white or black. No see through or spaghetti strap tops. No low cuts or low backs.	**Colors:** Navy Blue or Khaki Slacks will be worn at the waist and are required to be properly hemmed or cuffed. **No** leggings, sweatpants, jogging pants, wind suits, warm-ups, spandex, overalls, coveralls, Capri's, jeggings or skinny jeans. Slacks may have pockets, but they must be sized in proportion to the pant legs. **Solid Black or Brown belts** are recommended. **Friday** Students may wear denim jeans (no tight skinny jeans) at the waist and are required to be properly hemmed. Jean days are meant for students to "dress up" jeans.	**Shoe:** Tennis Shoes are required. No Crocs, Croc-like, plastic, flip flops. **Sock Color:** Socks are required. Backpacks- Clear or mesh	**Color:** Solid School colors (Red, Blue, or Yellow) hoodies may be worn during the school day. The hoods are not allowed to be on in the classroom, during class time, or inside campus buildings.
6th to 8th	**Monday – Thursday** **Colors:** Navy Blue Collared knit polo shirts with school logo. All shirts must be tucked in at all times. Undershirts need to be white or black. **Friday** **Colors:** Yellow T-shirt with school logo. All shirts must be tucked in at all times. Undershirts need to be white or black. No see through or spaghetti strap tops. No low cuts or low backs.	**Colors:** Black, Navy Blue, or Khaki Slacks will be worn at the waist and are required to be properly hemmed or cuffed. **No** sweatpants, jogging pants, wind suits, warm-ups, spandex, overalls, coveralls, Capri's, jeggings or skinny jeans. Slacks may have pockets, but they must be sized in proportion to the pant legs. **Solid Black or Brown belts** are recommended. **Friday** Students may wear blue jeans (no tight skinny jeans) at the waist and are required to be properly hemmed. Jean days are meant for students to "dress up" jeans.	. **Shoe:** Tennis Shoes are required. No Crocs, Croc-like, plastic, flip flops. Backpacks- Clear or mesh	**Color:** Solid School colors (Red, Blue, or Yellow) hoodies may be worn during the school day. The hoods are not allowed to be on in the classroom, during class time, or inside campus buildings.

Note: A parent may be required to bring a change of clothing for any child wearing an item of clothing that the campus administrator finds to be inappropriate or that interferes with the learning environment. ***No shorts and skirts are allowed in Golden Rule from 4th to 8th grade****, except when approved for school events or designated days by campus administrators. Decisions regarding dress and grooming are campus decisions and the decision of the Administrator is considered final. The purchase of school uniforms are final sales. Uniforms cannot be returned for exchange, credit or refunded.*

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GOLDEN RULE REGLAMENTO DE UNIFORME ESCOLAR

	Camisa	Pantalón	Zapatos y Calcetines	Chamarra
PK al 5to	**Lunes – Jueves** **Colores:** Camisa Roja tipo polo con cuello con logotipo de la escuela. La camisa deben estar fajada en todo momento. Si se utiliza camiseta interior, ésta debe ser en color blanco o negro. **Viernes** **Colores:** Camiseta azul con el logotipo de la escuela. La camiseta debe estar fajada en todo momento. Si se utiliza camiseta interior, ésta debe ser en color blanco o negro.	**Colores:** Pantalón Azul Marino que debe ser usado a la cintura y debidamente abrochado. No se permiten pantalones deportivos, calentadores, trajes rompimientos, capris, mallas ni overoles. Los pantalones pueden llevar bolsillos, pero deben ser de un tamaño proporcional a las piernas del pantalón. El cinturón debe ser **color Negro o Café Sólido** **Viernes** Los estudiantes pueden usar blue jeans a la cintura y debidamente abrochados.	**Zapatos:** Los zapatos deben ser de Tennis. Las calcetas/calcetines deben ser usados todo momento. Mochilas transparentes o de malla	**Color:** Debe ser Azul Marino, Rojo, o Amarillo. Cualquier tipo de tela es permitido y puede ser usada como prenda exterior de acuerdo al clima que prevalezca. Se puede utilizar chamarra con capucha con el logo de la escuela, pero el uso de la capucha no es permitido dentro del aula o en el interior de los edificios.
6to al 8vo	**Lunes – Jueves** **Colores:** Camisa Azul Marino tipo polo con cuello con logotipo de la escuela. La camisa debe estar fajada en todo momento. Si se utiliza camiseta interior, ésta debe ser en color blanco o negro. **Viernes** **Colores:** Camiseta amarilla con logo de la escuela. La camiseta debe estar fajada en todo momento. Si se utiliza camiseta interior, ésta debe ser en color blanco o negro.	**Colores:** Pantalón Caqui, Azul Marino, o Negro debe ser usado a la cintura y debidamente abrochado. No se permiten pantalones deportivos, calentadores, trajes rompimientos, capris, mallas ni overoles. Los pantalones pueden llevar bolsillos, pero deben ser de un tamaño proporcional a las piernas del pantalón. El cinturón debe ser **color Negro o Café Sólido**	**Color de Zapato:** Los zapatos deben ser de Tennis. Las calcetas/calcetines deben ser usados todo momento. Mochilas transparentes o de malla	**Color:** Debe ser Azul Marino, Rojo, o Amarillo. Cualquier tipo de tela es permitido y puede ser usada como prenda exterior de acuerdo al clima que prevalezca. Se puede utilizar chamarra con capucha con el logo de la escuela, pero el uso de la capucha no es permitido dentro del aula o en el interior de los edificios.

La escuela puede requerir que los padres tengan que llevar un cambio de ropa si el estudiante viste una prenda que los administradores consideren que es inapropiada o que interfiere con el ambiente de aprendizaje. ***No se permite el uso de shorts y faldas en Golden Rule para grados 4to - 8vo****, excepto para eventos aprobados por la escuela o días designados por la administración. La compra de los uniformes escolares son ventas finales. Los uniformes no se pueden devolver para intercambio, crédito o reembolso*