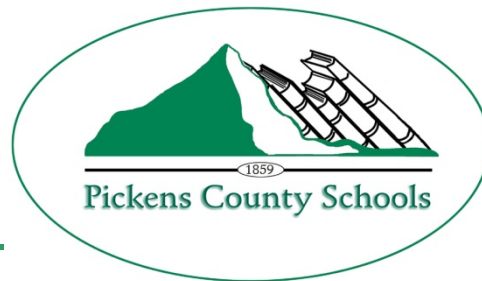


Lula Mae Perry, Ed. D.
Superintendent



Board of Education
Wendy D. Lowe, *Chair*
Byron Long, *Vice-Chair*
Peggy Andrews
Mike Cowart
Dan Fincher

August 2013

To Our Students and Their Parents/Guardians:

This Student Code of Conduct was originally developed and adopted as policy by the Pickens County Board of Education in the spring of 2000. We have recently modified the document to reflect changes in state law, improve its effectiveness, and more clearly communicate our expectations for student conduct. The disciplinary procedures that have been put in place ensure both a safe and orderly learning environment for all students.

We are committed to providing you with the best learning opportunity possible and welcome your support by sharing in this responsibility. We ask that you sign the receipt form on the next page and return it to your child's classroom or homeroom teacher within three days of enrollment or by Monday, August 13, 2013. Please become familiar with the Code and give careful attention to the chart of progressive disciplinary procedures (see pgs. 47-50) which lists the most common violations of the Code and the resulting disciplinary consequences.

Our system-wide goal is to maintain a friendly, safe, and orderly atmosphere in all schools and on all buses. We continually strive to develop a school climate that is characterized by obvious mutual respect between students and staff working cooperatively to produce quality student performance.

We appreciate your cooperation in helping to enforce this important policy, and we ask that you continue to support our collective mission:

We will educate our students in a safe, nurturing, and fiscally responsible environment that holds the highest expectations.

On behalf of the Board of Education, we thank you for your continued support and commitment toward building one of the finest school systems in North Georgia.

In the interest of children,

Wendy D. Lowe
Chair
Board of Education

Lula Mae Perry, Ed. D.
Superintendent



100 D.B. Carroll Street • Jasper, Georgia 30143 • (706) 253-1700 • Fax: (706) 253-1705



www.pickenscountyschools.org

TEAR OFF AT PERFORATION AND RETURN

Please sign and return this form to your child(ren)'s classroom or homeroom teacher by Monday, August 12, 2013, or within three days of enrollment.

I give permission for my child to use the Internet _____initial (Ref.pg.31-32)

I give Pickens County School System permission to use:

Child's Name _____ initial

Photograph _____initial

Published Project _____initial (by not granting permission, this precludes publication in the yearbook)

CLUBS AND/OR ORGANIZATION INFORMATION

Pickens County School District recognizes the importance of student involvement in school sponsored clubs and organizations. As part of this communication process, parents/guardians must be notified at the beginning of each school year regarding all school sponsored clubs and organizations available for students enrolled in their respective schools. The notification will include, but may not be limited to the following information for each club or organization: name, sponsor(s), mission/purpose and a description of past or planned activities. Georgia Law requires that participation in school sponsored clubs and organizations constituted after the beginning of each school year will require parent notification and written permission prior to student participation. Pickens County Schools has decided that new clubs will not be allowed after the new school year begins. Students who wish to form a club must present club information to the administration of their school for consideration for the following year.

I DO NOT WANT my child to participate in the following clubs:

_____	_____initial
_____	_____initial
_____	_____initial

TEAR OFF AT PERFORATION AND RETURN

SAFE AND DRUG-FREE SCHOOLS and COMMUNITIES SURVEY PASSIVE PARENTAL PERMISSION FORM

In order to provide the most effective drug and violence prevention resources and/or activities for your child, the Title IV Safe and Drug-Free Schools and Communities Program collects survey information from students at various grade levels during the school year. The survey will take approximately 20 minutes to complete, is totally anonymous and voluntary, students have the right to “opt out” and asks for responses that pertain to student involvement in substance abuse, violent situations, school climate and nutrition. The data collected will be used to identify critical areas of need for our Safe and Drug-Free School efforts. Survey analysis of this data provides information/data that:

- Meets the ESEA (Elementary and Secondary Education Act) mandated data collection requirements;
- Assists in the maintenance of a school environment that is free of drugs and violence;
- Promotes a classroom atmosphere that allows teachers to teach and students to learn; and

Develops and offers experiences that involve students in applying the concepts of making healthy decisions, accepting responsibility for behaviors, and understanding consequences.

I DO NOT WANT my child to participate in the Safe & Drug Free Survey _____ initial

I have received and reviewed a copy of the 2013 - 2014 Pickens County Schools Student Code of Conduct and I have reviewed the attendance requirements beginning on page 34, along with the written consequences and penalties for failure to comply with compulsory attendance as required by state law. Parents are required to keep the school updated any time there is a change in where the child is living or phone number.

I have received the Federal Programs Notifications beginning on page 40.

Student's Name

Student's Signature

Parent's Name

Parent's Signature

Parent or Guardian's home phone number

School

Table of Contents

	Page(s)
Alcohol/Drug/Inhalant Use	13, 14
Assault On or Threat to a School Employee	11
Attendance	34-38
Authority and Reporting Requirements of the Principal	4
Authority and Reporting Requirements of the Teacher	4
Behavior Not Covered	39
<u>Bring Your Own Device</u>	32-34
Bullying	12
Bus Discipline	20-24
Chart of Progressive Disciplinary Procedures	47-50
Corporal Punishment	26-27
Dress Code	24-25
Elementary and Secondary Education	41
Federal Education Rights and Privacy Act (FERPA)	40
Federal Programs Complaint Procedure	41
Flexible Learning Program	42
Glossary of Terms	43-46
504 Grievance Protocol	<i>41</i>
Illegal Activities	11
Internet Use and Access to Networked Information Resources	31-32
Introduction	3
Misconduct	9-11
Parental Involvement	7
Progressive Disciplinary Procedures	8-9
School Calendar 2013-2014	Back Cover
Searches by School Officials	8
Sexual Harassment	19-20
Sponsored Clubs and/or Organizations	51-67
Student Disciplinary Tribunals	29-30
Student Expulsion	28
Student Handbooks	34
Student Misconduct On or Off-Campus	25-26
Student Offenses and Disciplinary Procedures	5
Student Support Processes	4
Superintendent's Responsibility/Response to Intervention	4
Suspension Short-Term/In-School	27
Teenage and Adult Driver Responsibility Act	36-37
Title I Documents and Resources	41
Weapons	14-19

***** Newly added information is italicized in this manual *****

BOARD POLICY:**Descriptive Code: JCDA****Student Code of Conduct****Date: November 4, 1994****Revised: June 20, 2013**

The following age-appropriate Student Code of Conduct is designed to improve the student learning environment and comply with state law and State Board of Education rules. The Code of Conduct includes the following:

- Standards for student behavior designed to create the expectation that students will behave themselves in such a way as to facilitate a learning environment for themselves and other students. The standards are designed also to encourage students to respect each other and school district employees, to motivate students to obey student behavior policies adopted by this board and to obey student behavior rules established at each school within this school district;
- Student support processes designed to consider, as appropriate in light of the severity of the behavioral problem, support services available at each school, the school system and other public entities or community organizations which may assist students to address behavioral problems;
- Progressive discipline processes designed to create the expectation that the degree of discipline imposed by each school will be in proportion to the severity of the behavior of a particular student, the previous discipline history of the student and other relevant factors, while ensuring that each student receives the due process mandated by federal and state law;
- Parental involvement processes designed to enable parents, guardians, teachers, and school administrators to work together to improve and enhance student behavior and academic performance. The process should enable parents, guardians and school employees to communicate freely their concerns about student behaviors which detract from the learning environment.

Schools will involve parents in developing and updating student codes of conduct. The code requires disciplinary action for each infraction of the code.

The Student Code of Conduct will be distributed to each student and the student's parents or guardians during the first week of school and upon enrollment of each new student. Parents will be requested to sign an acknowledgment of the receipt of the Code of Conduct and return promptly the acknowledgment to the school. The Student Code of Conduct will be available in the school office, each classroom and on the system website.

Parents are encouraged to become familiar with the Code of Conduct and to be supportive of it in their daily communication with their children.

The Code of Conduct is effective during the following times and in the following places:

- At school or on school property at any time;
- Off school grounds at any school activity, function or event;
- On vehicles provided for student transportation by the school system.

Also, students may be disciplined for conduct off campus which is felonious or which may pose a threat to the school's learning environment or the safety of students and employees.

Authority and Reporting Requirements of the Teacher

A teacher has the authority to manage his/her class, discipline students, and refer a student to the principal or his/her designee to maintain discipline in the classroom. A teacher has the authority to remove from his/her class a student who repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn, when the student's behavior is in violation of the Student Code of Conduct, or determines that such behavior of the student poses an immediate threat to the safety of the student's classmates or the teacher.

The teacher shall file with the principal or the principal's designee a report describing the student's behavior, in one page or less, by the end of the school day on which such removal occurs or at the beginning of the next school day.

Authority and Reporting Requirements of the Principal

The principal is the designated leader of the school and, in concert with the staff, is responsible for the orderly operation of the school. In cases of disruptive, disorderly or dangerous conduct not covered in this Code, the principal may undertake corrective measures which he or she believes to be in the best interest of the student and the school, provided any such action does not violate school board policy or procedures.

Following receipt of a report filed by a teacher and within one school day of the student's removal from class, the principal or his/her designee will send to the student's parents or guardians written notification that the student was removed from class, a copy of the report filed by the teacher, and information regarding how the student's parents or guardians may contact the principal or the principal's designee.

Superintendent's Responsibility/Response to Intervention

The Superintendent and/or his designee shall develop procedures as necessary for implementation of this policy and state law.

Student Support Processes

The Pickens County Board of Education provides a variety of resources which are available at every school within the district to help address student behavioral problems. The school discipline process will include appropriate consideration of support processes to help students resolve such problems. These resources include Student Support Teams, school counselors, chronic disciplinary problem student plans, peer mentoring, tutoring, Response to Intervention, etc.

Parental Involvement

The Board of Education seeks to promote a positive environment for Pickens County Schools in which there is an awareness of, involvement in, and support for the system and its educational mission. Recognizing that open channels of communication are essential in fulfilling its role as a legislative body, the Board invites parents, students, staff and others, to offer suggestions on policies by submitting in writing the suggested additions, changes or deletions to the policies to the Office of the Superintendent for consideration and possible recommendation to the Board.

Parental involvement in policy-making may be accomplished by a variety of means, including, but not limited to:

- Participating in school advisory council meetings and activities.
- Participating in existing parent organizations (e.g. PTA/PTO/PTSO).
- Responding to school generated questionnaires, surveys, or other forms of mass communication intended to solicit input or ideas.
- Participating in public forums and community meetings scheduled for soliciting parental input.
- Attending school board meetings and workshops.

Student Offenses and Disciplinary Procedures

In accordance with disciplinary procedures of the Pickens County School System, this listing of offenses and required or recommended dispositions is submitted for the information of school personnel, students and parents. Any disciplinary action taken against a student as the result of an administrative process may include appropriate hearing and review. In all cases, the rights of individuals involved will be ensured and protected. Parents and students should be aware that in most instances an offense may constitute a violation of Georgia Law. As a result, additional sanctions may be imposed by any court having jurisdiction.

It is the policy of the Pickens County School System to take all reasonable steps and precautions to provide a safe environment for students and staff members. To that end, any threat (expressed or implied) by any individual which if carried out would pose a potential danger to the life and safety of students and/or staff members or the destruction of property should be regarded and treated seriously. Any student who receives or has knowledge of information concerning such a threat should immediately report that information to a school administrator or staff member.

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

A student on his/her way to or from school, on the school bus, at any school function or activity (or any school-related activity), or at any school event held away from school is under the jurisdiction of school authorities and is subject to all rules and regulations of the Pickens County School System. Any conduct outside of school hours or away from school which may adversely affect the educational process or endanger the health, safety, morals, or well being of other students, teachers, or employees within the school system may be subject to the rules and regulations of the Student Code of Conduct.

Searches by School Officials

School or *system administration* may search a student if there is reasonable suspicion the student is in possession of an item that is illegal or against school rules. Student vehicles brought on campus, student book bags, school lockers, desks and other school property are subject to inspection and search by school authorities at any time without further notice to students or parents. Students are required to cooperate if asked to open book bags, lockers or any vehicle brought on campus. Cell phones and other electronic devices taken up by school personnel are subject to search by the administration. Metal detectors and drug or weapon sniffing dogs may be utilized at school or at any school function, including activities which occur outside normal school hours or off the school campus at the discretion of administrators. Additions or changes in offenses and their dispositions may be made as deemed necessary. If this becomes necessary, appropriate announcements will be made to all students. Parents should be aware that state and/or federal law may require modified disciplinary actions for special education students.

Progressive Disciplinary Procedures

When it is necessary to impose discipline, school administrators and teachers will follow a progressive discipline process by referencing the Chart of Progressive Disciplinary Procedures (see pgs. 47-50). The degree of discipline to be imposed by each school official will take into account the severity of the misbehavior of a particular student, the student's discipline history, the age of the student, and other relevant factors. All due process procedures required by federal and state law will be followed. The Code of Conduct provides a systematic process of behavioral correction in which inappropriate behaviors are followed by consequences. Disciplinary actions are designed to teach students self-discipline and to help them substitute inappropriate behaviors with those that are consistent with the character traits from Georgia's Character Education Program.

The following disciplinary actions may be imposed for violations of this Code of Conduct:

- Alternative School Placement
- Behavior Contract
- Confiscation of items not allowed at school
- Corporal Punishment
- Detention
- Financial restitution for repair of any damage (school-related private or personal property)
- In School Suspension
- In Team Suspension/Time-out
- Isolation or Time-out
- Loss of Driving Privileges/Permits
- Loss of privileges.
- Mandatory Parent Escorts
- Notification of parents
- Out of School Suspension

- Parent Conference
- Permanent Expulsion
- Referral to attendance officer, Attendance Support Team and/or juvenile court
- Referral to Disciplinary Tribunal
- Referral to Law Enforcement or Juvenile Court Officials: Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The school will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.
- Restriction from school program and special assemblies
- Saturday School
- School Community Service (clean/repair damage caused to the school-related environment)
- Suspension or Expulsion from the School Bus
- Temporary removal from class or activity
- Warning and/or counseling with a School Administrator or Counselor/Teacher.

The maximum disciplinary actions for an offense include long-term suspension or expulsion, including permanent expulsion which may only be imposed by a disciplinary tribunal or the Board of Education.

Parents or students may elect not to contest whether a student has violated the Code of Conduct or the prescribed disciplinary consequences. In such cases, an agreement may be negotiated which would include the parents or students waiving their right to respond to a hearing before a disciplinary tribunal.

Before a student is suspended for ten days or less, the principal or designee will inform the student of the offense for which the student is charged and allow the student to explain his or her behavior. If the student is suspended, the student's parents will be notified, if possible. School officials may involve law enforcement officials when evidence surrounding a situation necessitates their involvement or when there is a legal requirement that an incident be reported.

No Student Shall:

1. Use vulgar or profane language or gestures.
2. Engage in rowdy or unruly behavior.
3. Cheat, plagiarize, or represent others' work as his/her own.
4. Possess a weapon or use any potentially harmful object as a weapon. (See pgs. 14-19)
5. Use or possess tobacco products, tobacco paraphernalia or any simulated tobacco products of any form. *Refer to school tobacco policy.*
6. Occupy any school building, gymnasium, school grounds, properties or part(s) thereof with the intent to deprive others of its use, or when the effect thereof is to deprive others of such use.

7. Block the entrance or exit of any school building or property or corridor or room thereof so as to deprive others of such use.
8. Set fire to or otherwise damage any school building or property.
9. Participate in any type of gambling activity.
10. Use or threaten to use mace, pepper spray or a similar potentially harmful substance.
11. Prevent or attempt to prevent the convening or continued functioning of any school, class, activity or lawful meeting or assembly on the school campus.
12. Prevent students from attending a class or school activity.
13. Block normal pedestrian or vehicular traffic on a school campus or adjacent grounds.
14. Continuously and/or intentionally make noise or act in any other manner so as to interfere with a teacher's ability to conduct a class or the performance of any school system employee.
15. Bully, harass, verbally assault, or threaten another person. (See pg. 12)
16. Verbally assault or otherwise engage in disrespectful conduct toward a school system employee.
17. In any other manner, by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct intentionally cause the disruption of any lawful mission, process or function of the school, or engage in any such conduct causing the disruption or obstruction of any such lawful mission, process or function (e.g. false fire alarm, riot, blockade, alarmist graffiti, bomb threat, etc.).
18. Refuse to identify himself/herself upon request of any school system employee.
19. Be engaged in amorous kissing or other inordinate displays of affection, including inappropriate bodily contact.
20. Expose one's genitalia, buttocks, or breasts.
21. Be engaged in unauthorized selling of items or solicitation for monies.
22. Be truant or chronically tardy.
23. Possess or use a laser pointer or reflective device.
24. Use an electronic device or cell phone during regular school hours unless authorized by an instructor or administrator. Cell phones and other electronic devices taken up by school personnel are subject to search by the administration. *Violations of this policy will be subject to the BYOD policy (pgs 32-34).*
25. Commit a traffic violation on school grounds (e.g., speeding, reckless driving, illegal parking, etc.).
26. Commit or attempt to commit extortion.
27. Cause or attempt to cause willful or malicious damage, or steal or attempt to steal real or personal property of the school or personal property of any person legitimately at the school, or during a school activity function, or event off school grounds. Marking, defacing or destroying school

property or property of another student is included in this violation. Parents and/or students are responsible for restitution of damages or stolen property. Pickens County School System is not responsible for lost, damaged or stolen property.

28. Commit an act of physical violence, assault, fight, batter, or do bodily injury to any person. Otherwise, the penalty for violation of this rule (#28) shall be a minimum of three days out-of-school suspension to a maximum of permanent expulsion. However, the administration may reduce this penalty or assess no penalty if a student had no responsibility for the fight, could not escape from the aggressor, and, if the student did not actively participate other than in self-defense.
29. Disregard any reasonable directions or commands of any authorized school personnel.
30. Participate in hazing.
31. Possess bullets, ammunition, or fireworks.
32. Possess or be under the influence of alcohol beverages, inhalants, or drugs identified by the Georgia Controlled Substances Act. (See pgs. 13-14)
33. Participate or be involved in a gang.

B. Illegal Activities:

The school system shall further have the right to take action for behavior of a student where such behavior involves or advocates illegal activity of any kind or behavior which is subversive to good order and discipline in the schools. Illegal activities include, but are not limited to, any violation of the laws of the State of Georgia as described in Title 16 of the Official Code of Georgia Annotated and possession of fireworks.

C. Assault On or Threat to a School Employee:

1. PENALTY for any intentional act to cause physical or bodily harm to any school system employee shall be permanent expulsion and referral to juvenile court with a request for a petition alleging delinquent behavior.
2. Any student who commits an act of physical violence against a school system employee involving intentional physical contact of an insulting or provoking nature will be disciplined by expulsion, long-term or short-term suspension.
3. No student shall harass or threaten a school employee.
4. PENALTY for violation of this rule is a minimum of ten days out-of-school suspension to a maximum of permanent expulsion.
5. No student shall use abusive language or otherwise show disrespectful conduct toward a school employee.

D. False Reporting and Statements:

No student shall knowingly and/or willingly falsify, misrepresent, omit or erroneously report information regarding instances of alleged inappropriate behavior by a teacher, *student*, administrator, or other school employee toward a student.

E. Parties to the Offense:

Any student who urges, incites, encourages, counsels, furthers, promotes, assists, causes, advises, procures, or abets any other student or students to violate any section or paragraph of this Code of Conduct shall be deemed to have violated that section or paragraph.

[LEGAL REF.: O.C.G.A., 20-2-59; 20-2-155(a) (b); 20-2-1184; 16-5-23; 16-5-24; 16-11-127; 16-13-30]

F. Bullying

The Board of Education believes that all students can learn better in a safe school environment. Behavior that infringes on the safety of students will not be tolerated. Bullying as the term is defined in Georgia law, of a student by another student is strictly prohibited. Such prohibition shall be included in the Student Code of Conduct for all schools within the school system.

Bullying is defined as follows: An act which occurs on school property, on school vehicles, at school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology (*social media*), that is:

1. Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;
2. Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or,
3. Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
 1. Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1;
 2. Has the effect of substantially interfering with a student's education;
 3. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
 4. Has the effect of substantially disrupting the orderly operation of the school.

Procedures may be developed at each school encouraging a teacher or other school employee, student, parent, guardian, or other person who has control or charge of a student, either anonymously or in the person's name, at the person's option, to report or otherwise provide information on bullying activity. Any teacher or other school employee who, in the exercise of his or her personal judgment and discretion, believes he or she has reliable information that would lead a reasonable person to suspect that someone is a target of bullying is encouraged to immediately report it to the school principal. Any report will be appropriately investigated by the administration based on the nature of the complaint in a timely manner to determine whether bullying has occurred, whether there are other procedures related to illegal harassment or discrimination that should be taken. Any report of retaliation for reporting bullying will also be investigated and addressed as called for in this policy and in accordance with school procedures.

Acts of bullying shall be punished by a range of consequences through the progressive discipline process, as stated in the Code of Conduct. However, upon a finding by the disciplinary hearing officer, panel or tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school.

Upon a finding by a school administrator that a student has committed an act of bullying or is a victim of bullying, the administrator or designee shall notify the parent, guardian, or other person having control or charge of the student by telephone call or through written notice, which may be done electronically.

Students and parents will be notified of the prohibition against bullying and the penalties for violating the prohibition by posting information at each school and by including such information in the student/parent handbooks.

G. Alcohol/Drug/Inhalant Use

1 (a) Any student under the influence of alcoholic beverages, in possession of alcoholic beverages, or engaged in the sale of alcoholic beverages or liquids represented to be alcoholic beverages while attending school or school related activities shall be suspended immediately by the principal or assistant principal and reported to proper law enforcement authority.

(b) Immediately upon such suspension, the student and the parent or guardian shall be given written notice of the opportunity to appear before the Pickens County Board of Education's Disciplinary Tribunal and show cause, if any, why the Disciplinary Tribunal should not impose such punishment as it deems sufficient, including long term suspension or expulsion.

2 (a) Any student under the influence, in possession of, or engaged in the sale of any one or more of those drugs or substances represented to be drugs listed in the Georgia Controlled Substances Act while on the school premises shall be suspended immediately by the principal or assistant principal. Inhalation of intoxicating fumes also known as huffing/sniffing is subject to disciplinary consequences (See Progressive Disciplinary Chart #11). Any herb/synthetic drugs or drug paraphernalia is also subject to disciplinary consequences.

(b) Immediately upon such suspension, the principal or assistant principal shall notify the proper law enforcement authority as to the violation.

(c) Immediately upon such suspension, the student and parents or guardian shall be given written notice of the opportunity to appear before the Pickens County Board of Education's Disciplinary Tribunal and show cause, if any, why the Disciplinary Tribunal should not expel said student from school.

All medications other than the exceptions listed in this policy, whether prescription or over-the-counter, may be administered only in accordance with the guidelines set forth by the principal of each school. All medications must be taken by the parent or guardian to the school office immediately upon arrival at school and must be in the original pharmaceutical containers, clearly labeled as to the name of the student, the name of the medication, the appropriate dosage, and the times of dosage. Any student possessing prescription or over-the-counter medication not in accordance with the guidelines will be considered in violation of the School District's drug policy and shall be subject to a referral to a disciplinary tribunal.

A student for whom the school has on file supporting medical documentation may carry at all times, with parental/guardian permission, inhalers for asthma, auto-inject epinephrine for allergic reactions and insulin for diabetes. Parents are encouraged to provide to the schools duplicate medication and supplies in the event a student is unable to self-administer or fails to bring the medication or equipment to school.

Any student suspected of being under the influence of, in possession of, engaged in the selling of drugs shall be subject to a search of said student's person and belongings by the principal, assistant principal, or their authorized designee.

Any student who loses consciousness while on the school premises may be subject to an immediate physical examination by a physician, which shall include a blood and urine test, and upon finding of drug use by a physician said student shall be suspended immediately as aforesaid and paragraphs (b) and (c) shall be put into effect.

[STATE REF.: Georgia Board of Education Policy IDB (Rule 160-4-2-.12) State Standards I 7.1(1d)

LEGAL REF.: O.C.G.A., 3-3-21 et seq.; 16-13-32.4; 19-7-6; 20-2-144; 20-2-1184]

H. Weapons in School

The presence of weapons on school property is detrimental to the welfare and safety of the student and school personnel, and is a violation of state and federal law. The possession of a firearm requires expulsion from school for a period of not less than one calendar year. No person shall use, threaten to use, sell, attempt to sell, or conspire to sell, carry, possess, or have under such person's control any weapon or explosive compound within a school safety zone, or in any school building, on school premises, at any school sponsored function or activity, including football games, basketball games, track contest and other similar or related functions; in any school vehicle or bus; or in a private vehicle parked on school property, or on other public or private property in proximity to school property while attending school or a school sponsored or school related function.

For purposes of this policy, the following definitions apply:

A "school safety zone" is defined as the area of any real property owned by or leased to any public elementary school, secondary school or the board of education and used for elementary or secondary education.

"Weapon" means and includes any firearm, pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, metal knucks, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind, and any stun gun or taser as defined in subsection (a) of Code Section 16-1 1-106. All knives are prohibited. Any knife with a blade in excess of 2 inches will be considered a weapon and is subject to a weapons violation. Discipline of a student to be found in possession of a knife with a blade less than two inches will be handled at the discretion of the school administration.

Except as otherwise provided in subsection (c) of this Code Section, it shall be unlawful for any person to carry to or to possess or have under such person's control while within a school safety

zone or at a school building, school function, or school property or on a bus or other transportation furnished by the school any weapon or explosive compound, other than fireworks the possession of which is regulated by Chapter 10 of Title 25. Any person who violates this subsection shall be guilty of a felony and, upon conviction thereof, be punished by a fine of not more than \$10,000.00, by imprisonment for not less than two nor more than ten years, or both. A juvenile who violates this subsection shall be subject to the provisions of Code Section 15-11-37.

Exceptions

1. The provisions of this Code Section shall not apply to:
 - a. Baseball bats, hockey sticks, or other sports equipment possessed by competitors for legitimate athletic purposes;
 - b. Participants in organized sport shooting events or firearm training courses;
 - c. Persons participating in military training programs conducted by or on behalf of the armed forces of the United States or the Georgia Department of Defense;
 - d. Persons participating in law enforcement training conducted by a police academy certified by the Peace Officer Standards and Training Council or by a law enforcement agency of the state or the United States or any political subdivision thereof;
 - e. The following persons, when acting in the performance of their official duties or when en route to or from their official duties:
 1. A peace officer as defined by Code Section 35-8-2;
 2. A law enforcement officer of the United States government;
 3. A prosecuting attorney of this state or of the United States;
 4. An employee of the Georgia Department of Corrections or a correctional facility operated by a political subdivision of this state or the United States who is authorized by the head of such correctional agency or facility to carry a firearm;
 5. A person employed as a campus police officer or school resource officer who is authorized to carry a weapon in accordance with Chapter 8 of Title 20; and
 6. Medical examiners, coroners, and their investigators who are employed by the state or any political subdivision thereof;
 - f. A person who has been authorized in writing by a duly authorized official of the school to have in such person's possession or use as part of any activity being

conducted at a school building, school property, or school function a weapon which would otherwise be prohibited by this Code Section. Such authorization shall specify the weapon or weapons which have been authorized and the time period during which the authorization is valid;

g. A person who is licensed in accordance with Code Section 16-1 1-129 or issued a permit pursuant to Code Section 43-38-10, when such person carries or picks up a student at a school building, school function, or school property or on a bus or other transportation furnished by the school or any weapon legally kept within a vehicle in transit through a designated school zone by any person other than a student;

h. A weapon which is in a locked compartment of a motor vehicle or one which is in a locked container in or a locked firearms rack which is on a motor vehicle which is being used by an adult over 21 years of age to bring to or pick up a student at a school building, school function, or school property or on a bus or other transportation furnished by the school, or when such vehicle is used to transport someone to an activity being conducted on school property which has been authorized by a duly authorized official of the school; provided, however, that this exception shall not apply to a student attending such school;

i. Persons employed in fulfilling defense contracts with the government of the United States or agencies thereof when possession of the weapon is necessary for manufacture, transport, installation, and testing under the requirements of such contract;

j. Those employees of the State Board of Pardons and Paroles when specifically designated and authorized in writing by the members of the State Board of Pardons and Paroles to carry a weapon;

k. The Attorney General and those members of his or her staff whom he or she specifically authorizes in writing to carry a weapon;

l. Probation supervisors employed by and under the authority of the Department of Corrections pursuant to Article 2 of Chapter 8 of Title 42, known as the "State-wide Probation Act," when specifically designated and authorized in writing by the director of the Division of Probation;

m. Public safety directors of municipal corporations;

n. State and federal trial and appellate judges;

o. United States attorneys and assistant United States attorneys;

p. Clerks of the superior courts; or

q. Teachers and other school personnel who are otherwise authorized to possess or carry weapons, provided that any such weapon is in a locked compartment of a motor

vehicle or one which is in a locked container in or a locked firearms rack which is on a motor vehicle.

2a. This Code Section shall not prohibit any person who resides or works in a business or is in the ordinary course transacting lawful business or any person who is a visitor of such resident located within a school safety zone from carrying, possessing, or having under such person's control a weapon within a school safety zone; provided, however, it shall be unlawful for any such person to carry, possess, or have under such person's control while at a school building or school function or on school property, a school bus, or other transportation furnished by the school any weapon or explosive compound, other than fireworks the possession of which is regulated by Chapter 10 of Title 25.

b. Any person who violates this subsection shall be subject to the penalties specified in subsection (b) of this Code Section.

c. This subsection shall not be construed to waive or alter any requirement for possession of a weapon or firearm otherwise required by law.

3. It shall be no defense to a prosecution for a violation of this that

a. School was or was not in session at the time of the offense;

b. The real property was being used for other purposes besides school purposes at the time of the offense; or,

c. The offense took place on a school vehicle.

4. In a prosecution under this Code Section, a map produced or reproduced by any municipal or county agency or department for the purpose of depicting the location and boundaries of the area of the real property of a school board or a private or public elementary or secondary school that is used for school purposes *or the area* of any campus of any public or private technical school, vocational school, college, university, or institution of postsecondary education, or a true copy of the map, shall, if certified as a true copy by the custodian of the record, be admissible and shall constitute prima-facie evidence of the location and boundaries of the area, if the governing body of the municipality or county has approved the map as an official record of the location and boundaries of the area. A map approved under this Code Section may be revised from time to time by the governing body of the municipality or county. The original of every map approved or revised under this subsection or a true copy of such original map shall be filed with the municipality or county and shall be maintained as an official record of the municipality or county. This subsection shall not preclude the prosecution from introducing or relying upon any other evidence or testimony to establish any element of this offense. This subsection shall not preclude the use or admissibility of a map or diagram other than the one which has been approved by the municipality or county.

5. A county school board may adopt regulations requiring the posting of signs designating the areas of school boards and private or public elementary and secondary schools as “Weapon-free and Violence-free School Safety Zones.” (Code 1981, § 16-11 - 127.1, enacted by Ga. L. 1992, p. 1315, § 2; Ga. L.1994, p. 543, § 1; Ga. L.1994, p.547, § 1; Ga. L.1994, p.1012, § 4; Ga. L.1995, p.10 § 16)

The Superintendent shall prepare and have posted in a prominent place in each school the following notice:

NOTICE

IT IS UNLAWFUL FOR ANY PERSON TO CARRY, POSSESS OR HAVE UNDER CONTROL ANY WEAPON AT A SCHOOL BUILDING, SCHOOL FUNCTION, ON SCHOOL PROPERTY OR ON A BUS OR OTHER TRANSPORTATION FURNISHED BY THE SCHOOL.

THE TERM “WEAPON” MEANS AND INCLUDES ANY FIREARM, PISTOL, REVOLVER, OR ANY WEAPON DESIGNED OR INTENDED TO PROPEL A MISSILE OF ANY KIND, OR ANY DIRK, BOWIE KNIFE, SWITCHBLADE KNIFE, BALLISTIC KNIFE, ANY OTHER KNIFE HAVING A BLADE OF TWO OR MORE INCHES, STRAIGHT-EDGED RAZOR OR RAZOR BLADE, SPRING STICK, METAL KNUCKS, BLACKJACK, OR ANY FLAILING INSTRUMENT CONSISTING OF TWO OR MORE RIGID PARTS CONNECTED IN SUCH A WAY TO ALLOW THEM TO SWING FREELY, WHICH MAY BE KNOWN AS A NUN CHUCK, OR FIGHTING CHAIN, THROWING STAR OR ORIENTAL DART, OR ANY WEAPON OF LIKE KIND, ANY STUN GUN OR TASER. VIOLATION MAY RESULT IN EXPULSION FROM SCHOOL FOR ONE YEAR AND/OR CRIMINAL PROSECUTION.

Legal Ref.: O.C.G.A. S 16-11-127.1; 15-11-37; P.L. 103-227

Penalties

Any employee who has reasonable cause to believe that a student or other person is in violation of this policy shall make a written report of that fact and the name of the person suspected to the principal of the school or the principal’s designee.

All principals or other school officials or employees responsible at the school level for investigation of violations of this policy shall, as soon as possible, report any offense defined under this policy to the Superintendent or other person designated by the Superintendent to receive such reports.

After being satisfied that the reported violation is true, the Principal shall make an oral and written report to the Superintendent, the appropriate police authority, and the district attorney.

The penalty for violation of this policy by bringing to school a firearm as defined above will be one-year expulsion from school, except that the Board of Education may modify the expulsion requirement for good cause on a case-by-case basis.

The penalty for violation of this policy by bringing to school a weapon as defined above, other than a firearm, will be as provided in the chart of progressive disciplinary procedures and may result in criminal prosecution.

Students with Disabilities (*weapons violation*); 45 Day Interim Alternative Placement

1. Any child with a disability who is determined to have brought a weapon to school may be placed in an interim alternative educational setting for not more than 45 school days, as determined and ordered by a special education committee qualified to make special education decisions under 20 USC 1401 (a) (20). If a parent or guardian requests a due process hearing under IDEA, the child shall nevertheless remain in the alternative educational setting referred to above during the pendency of any proceeding conducted in connection therewith, unless the parents and duly authorized school system representatives agree otherwise.

2. Students With A Disability Unrelated To The Misbehavior. Any student with a disability whose behavior is unrelated to the disability shall be subject to the one-year expulsion requirement for a “firearms” violation as defined above, the same as a student without such a disability, except to the extent that such expulsion is inconsistent with the Department of Education’s final guidance concerning state and local responsibilities under the Gun-Free School Act of 1994, as amended.

[LEGAL REF: O.C.G.A., 16-11-106; 16-11-127.1; 20-2-1184 (GA. Laws 1990, Vol. I, p. 1834); Improving America’s Schools Act of 1994, Title I, S14501; Title III, S 314, amending 20 USC 1415(e) (3); Honig v. DOE, 484 U.S. 305 (1988)]

I. Student - Sexual Harassment

It is the policy of the Pickens County Board of Education to maintain an educational and working environment that is free from sexual harassment. It shall be a violation of this policy for any student to harass another student or employee through conduct or communications of a sexual nature as defined below.

Unwelcome sexual advances, requests for sexual favors and other inappropriate oral, written or physical conduct of a sexual nature when made by a student to another student or employee constitutes sexual harassment.

Title VI Coordinator	706-253-1700
Title IX Coordinator	706-253-1700
Exceptional Student Service Director	706-253-1700
ADA Coordinator	706-253-1700
Pickens High School	706-253-1800
Pickens County Middle School	706-253-1830
Jasper Middle School	706-253-1760
Jasper Elementary School	706-253-1730
Harmony Elementary School	706-253-1840
Hill City Elementary School	706-253-1880
Tate Elementary School	706-253-1860
School Nutrition Services	706-253-1700
Transportation Dept	706-253-1727
Student Service Dept	706-253-1700

Sexual harassment, as defined above, may include but is not limited to the following:

- Verbal or written harassment or abuse
- Pressure for sexual activity
- Repeated remarks to a person with sexual or demeaning implications
- Suggesting or demanding sexual involvement accompanied by implied or explicit threats, concerning ones' grades, extra-curricular activities, etc.

Any person who alleges sexual harassment may complain directly to a principal, guidance counselor or other individual designated to receive such complaints. Filing of a complaint or otherwise reporting sexual harassment will not reflect upon the student's status nor will it affect grades or extra-curricular activities.

The right to confidentiality, both of the complainant and of the accused, will be respected consistent with the Board's legal obligations, and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

"No person....shall, on the basis of sex, be excluded from participation in, denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance." Section 504 provides: "No otherwise qualified individual with a disability...shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

All allegations of sexual harassment shall be fully investigated immediately and appropriate corrective or disciplinary action shall be initiated by the principal or his/her designee. A substantiated charge against a student shall subject such person to disciplinary action according to the chart of progressive disciplinary action.

No student shall knowingly and/or willingly falsify, misrepresent, omit or erroneously report information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student.

[LEGAL REF.: Title VII of the Civil Rights Act of 1964; 42 USC 2000e-2; Title IX of the Education Amendments of 1972, 20 USC 1681(a); Franklin v. Gwinnett County Public Schools, 503 U.S. page 117 L.Ed.2d 203 (1992), reversing 911 F2d 67 (11th Cir. 1990); O.C.G.A., 20-2-795.1; see also 20-2-1184]

J. Bus Discipline

Transportation should occur in an environment that is conducive to safety. Safe transportation requires the same order and discipline as in the classroom.

Students are subject to the rules and regulations of the Pickens County Board of Education when transported on buses and other school vehicles at the public expense to and from school or other school activities.

The driver shall make every attempt to resolve student conduct problems before a formal disciplinary report is made. The driver may verbally reprimand a student; issue a written notice of warning; assign a

seat; or arrange a conference with the parent, administrator, classroom teacher, or transportation director. These actions are considered informal disciplinary actions.

A formal disciplinary action should occur when the bus driver makes a written report to the school administrator regarding the student's misconduct on the bus. Administrators will provide copies of disciplinary action reports to the student, parent, and the transportation director. The transportation director shall provide a copy of the disciplinary action report to the bus driver and shall monitor the frequency and severity of such reports.

The parent or guardian of any student who engages in bullying, physical assault or battery on a school bus will be required to meet with the principal or his/her designee to develop a school bus behavior contract for the student.

No suspension of bus privileges shall be for longer than the current school year unless mandated by the Board of Education.

Upon a student being reported to the school's administration for the first time during the school year, the administration shall make the student aware of the charges and give the student the opportunity to respond. If the administrator determines disciplinary action is warranted, then the administrator shall give the student written notification of the charges and the disciplinary action to be taken using the chart of progressive disciplinary procedures.

Repeated misconduct will result in progressively more severe disciplinary consequences that include but are not limited to suspension of bus riding privileges for up to ten days, in-school suspension, out-of-school suspension, permanent loss of bus riding privileges, or referral to a disciplinary tribunal.

Pickens County School Bus Rules:

1. Comply with the Student Code of Conduct, including school specific rules of conduct and consequences.
2. Students should be at the bus stop **5 minutes** before the bus arrives, waiting in a **safe place**, clear of traffic and **12 feet** from where the bus stops.
3. Help keep the bus clean by refraining from eating or drinking on the bus.
4. Cooperate with the driver by sitting in designated seat when assigned.
5. Students who cross the roadway in the AM will do so only after the bus has stopped, they have looked at the driver for the hand signal, and they have looked in both directions for traffic. Students who cross in the PM will look right at the bottom of the bus steps before disembarking. They will stop at front right corner of the bus and look to driver for signal to proceed to the bus crossing arm on the left front and then wait for driver to signal to proceed quickly across traffic lane.

DEPARTMENT OF EDUCATION PRACTICE

6. Stay in your seat, remain properly seated, back against the back of the seat, bottom against the bottom of the seat and keep hands to themselves until time to get off the bus. The open door or driver command will signal release from your seat.

7. Keep head, hands, and feet inside the bus and keep all personal items out of the aisle.
8. Students will be totally silent at railroad crossings (The driver is required by law to look and listen after establishing silence on the bus. **This is a non-negotiable safety issue and major offense when broken**).
9. Students will signal the driver with a waving motion if something is dropped outside the bus and wait for the driver to give a signal before picking up the object. (Never, ever lose sight of the driver or do anything that would make him/her lose sight of you! This is a procedure that can never be broken if we are to keep you **safe**).
10. Students will refrain from using loud voices, profanity, and/or obscene gestures.
11. Electronic devices such as cell phone, pager, computer toy, game box, laptop, beeper, radio, tape or compact disc player may be used only with headphones. Electronic devices may not be used in a manner that interferes with the bus communication equipment or the safe operation of the bus. The bus driver may restrict the use of these devices as he/she sees necessary for the good order and safe environment of the bus. Pickens County School System is not responsible for lost, damaged or stolen property.
12. Do not use a mirror, laser, flash camera or any other light or reflective device in a manner that might interfere with the driver's operation of the bus.

13. Transporting Projects and Prohibited Items on School Bus:

Occasionally school projects and band instruments are transported to school. The following guidelines must be followed to ensure safety of students during a possible evacuation and the comfort and well-being of all students.

- Only projects and band instruments small enough to hold in student's lap, without interfering with the safety and comfort of others in the seat, may be transported.
- Items including large display boards should not exceed 18" x 24" and must not contain sharp edges, corners or sharp display objects.
- Glass, animals, chemicals, flammable/hazardous items, skateboards or similar items are prohibited and will not be transported.
- No items should be stored in aisle, driver's compartment, or in front of emergency exits.

14. Medication Transport:

All medications other than those listed below, whether prescription or over-the-counter, may not be transported on Pickens County School buses. All medication that must be taken during the school day will be taken directly to the office by the parent or guardian in accordance with school district drug policy and guidelines. Code: JGCD

A student, for whom the school has on file supporting medical documentation, may carry at all times with parental/guardian permission, inhalers for asthma, auto-inject epinephrine for allergic reactions, and insulin for diabetes.

[STATE REF: Georgia Board of Education Policy EBCB/JCDAD (Rule 160-5-3-.13) State Standards B 1(1a.23) LEGAL REF: O.C.G.A., 20-2-50; 20-2-59; 20-2-188; 20-2-751.5]

STUDENTS WHO MISS THE BUS IN THE AM

If a Pickens County student misses their assigned bus in the AM and the assigned bus is on schedule for that stop, the student will need to be transported to their school by a parent or guardian.

For the safety of your student do not bring your student to another stop to board the bus. Drivers will not be looking for your student(s) at another stop and do not need to be distracted from loading other students at their assigned stop.

NO ONE HOME IN THE PM TO RECEIVE STUDENTS

If a Pickens County Student under the age of 9 years old or *rides a special needs bus* is delivered home and no one is there to receive them, the driver will return the student to the school where the parent may pick them up. **Ref: State Department of Education Best Practices.**

Bus Passes and Student Safety

The Pickens County Schools Transportation Department provides basic transportation service for students to their assigned stops in the morning and afternoon.

School administrators and transportation staff have determined that for safety reasons, changes in bus transportation will not be permitted in Pickens County Schools.

Students who board a bus other than their assigned bus or request to get off the bus at other than their assigned stop will be returned to the school where the parent/guardian may pick them up.

Safety is our number one priority in providing bus transportation, and the practice of routinely issuing bus passes causes inconsistency and confusion for everyone; the student, the school staff, the driver and even the parent.

Students are expected to learn their stop, understand their driver's expectations and practice safe riding, walking and waiting habits as they travel to and from school at their assigned stop. Drivers need to establish safe, orderly and respectful routines that include knowing their students and developing positive relationships with them.

Please cooperate with the school and make car transportation arrangements whenever your student(s) needs to be taken to any location other than their regular assigned afternoon bus stop. We appreciate your support.

Q. How are bus stops assigned to students?

A. The assignment of bus routes and stops is made by Transportation Department staff to effectively transport students to school "on time and ready to learn." Students are assigned based on which route and stop is closest and/or most appropriate for their residence.

For elementary students, a day care provider may be chosen as the student's "residence" for morning or afternoon routes, as long as it is in the student's "home attendance zone" and as long as

*the Transportation Department can provide a safe route and bus stop for the location. Changes to the assigned stop may be requested by the parent or guardian on a "**Change Request for Student School Bus Transportation Form.**" A student may be assigned one stop location in the morning and one stop location in the afternoon. We will however, assign a stop based on our routing criteria and will make no special arrangements to locate a stop closer to a daycare provider due to inadequate staffing and/or planning by the business or person.*

The safety of students is the first consideration when determining bus stop locations. However, the safety of any school bus stop is evaluated with the understanding that the parent/guardian will provide supervision appropriate to the maturity level of the student(s) at the bus stop. Daycare providers are required to be at the designated stop when the bus arrives to receive students. If they are not present, students will be returned to school where the daycare representative or parent/guardian may pick them up.

Q. Why must students ride their assigned buses to their assigned stops?

A. Pickens County Schools provides basic transportation services for students. Our goal of safe, orderly and respectful transportation service can only be achieved when all partners (drivers, students, parents and school staff) develop safe, consistent habits and procedures concerning riding, loading and unloading, supervision at the stop and walking to and from the stop. The driver and student assigned to the bus develop a relationship that includes an understanding of expectations and requirements for safety on the assigned bus and stop.

When otherwise safe routines are disrupted, it may distract the driver, student or parent and place students at risk. Drivers must focus on the assigned students that are departing the bus to ensure their safety. Distractions already include traffic, pedestrians and students remaining on the bus. Drivers and students should not be required to deal with the added distraction of "checking passes and signatures" of guest riders or calling for "verbal authorization" from the school. It is a distraction from the job at hand, protecting students.

Additionally, bus drivers assign seats based on "regular expected riders" and often there is little or no room to provide seats for additional riders. It is not reasonable to expect "regular riders" to lose their seat or disrupt their routine for non-assigned riders.

Therefore, students who board a bus other than their assigned bus or request to get off the bus at other than their assigned stop will be returned to the school where the parent/guardian may pick them up.

K. Dress Code

Clothing and accessories that materially interfere with the work of the school or impinge upon the rights of other students are prohibited. Apparel or appearance that tends to draw attention to individual rather than to learning situations must be avoided. The school administration is authorized to determine what constitutes appropriate or inappropriate dress for the school setting. The principal is authorized to require or allow adjustments to this code on a case-by-case basis. In matters of opinion, the judgment of the principal shall prevail. Penalty for violation of the dress code may include warning, requirement to secure appropriate attire, detention, parent/guardian

conference, ISS, OSS, and tribunal. Prohibited items include but may not be limited to the following:

- A. Articles that may reasonably be considered to be a safety hazard or potential weapon;
- B. Any tattoo, hair style, hair color, make-up, clothing, inappropriately worn clothing, jewelry, or body decoration that interferes or disrupts any legitimate function of the school;
- C. Visible body piercing jewelry or other ornamentation is limited to the ear; all other body piercing jewelry or ornamentation that is visible or pierces the tongue is prohibited. Clear piercing retainers are limited to the nose only;
- D. Obviously oversized, over-length, or baggy clothing items (pants must be worn at the waist, no sagging allowed);
- E. In order to ensure modesty, garments that expose the midriff or chest area, see-through or mesh clothing that expose the midriff or chest area, halter or tank tops, pajamas, sleep or loungewear (shirts, blouses, and dresses must cover the abdomen, chest area, back and shoulders. Shirts must cover the waistband of pants, shorts or skirts, with no midriff or chest area visible while standing, sitting, with arms extended above the head or while bending over);
- F. Running shorts, tennis shorts, running tights, or short shorts;
- G. Hats, caps, bandanas, and other head covering may not be worn inside the school building except for religious or medical purposes;
- H. Coats and jackets exceeding knee length may not be worn in a building;
- I. Footwear is required and must be safe and appropriate for indoor and outdoor activities;
- J. Clothing and accessories such as jewelry, patches, backpacks, and notebooks must not display (1) racial or ethnic slurs, (2) hate speech, (3) gang affiliations, or, (4) vulgar, obscene, subversive, sexually explicit, implicit or suggestive languages or images, nor should they promote products that students may not legally buy such as alcohol, tobacco, or illegal drugs, etc.;
- K. Garments, jewelry, body art and tattoos that communicate gang allegiance may not be worn at school, and no item may be worn in a manner that communicates gang affiliation;
- L. Dresses and shorts must be worn at an appropriate length. The school administration will determine this on a case-by-case basis;
- M. Prohibited items include: shoes with cleats or wheels; large, long or heavy chains, studded or chained accessories; dog collars; baby pacifiers; sunglasses inside the building except for health purposes; skin tight outer materials such as spandex, yoga pants, jeggings or leggings; and, garments with holes above the knee.

The dress code for grades **K-5** should follow closely with the dress codes for grades 6-12, but there are differences that the elementary principals will distribute to the students.

The dress code for **K-5** differs from the dress code for grades 6-12. The differences/exceptions are as follows:

- All lengths of skirts, shorts, skorts, and dresses must be age appropriate.
- Tank tops and spaghetti straps are permitted for students in grades K-2 *only*.

L. Student Misconduct On or Off-Campus

The Pickens County Board of Education and the institutions under its jurisdiction shall have authority to control the conduct of students under the general power to provide for control and

management of the school system. It is the duty of the Board of Education to make necessary rules and policies to regulate student conduct for the purpose of maintaining good order and discipline in the schools including bus stops. The Board has a responsibility to provide protection for students and employees and to provide and maintain a safe and orderly environment for education to take place.

Administrative authority to take disciplinary action also extends to any off-campus non- school related actions by students which have a direct and/or immediate impact on student discipline, school climate, the educational function of the school, or the welfare of students and staff. **A student who has been arrested, charged, or convicted of a criminal act while on or off campus is subject to disciplinary action and may be excluded from school.** Such acts could include but would not be limited to a felony or an offense which would be considered to be a felony if the student were an adult, an assault upon another student, a violation of the drug laws, or sexual misconduct of a serious nature.

Any student whose presence on school property may endanger the welfare and/or safety of other students or staff, or whose presence may cause substantial disruption at school, would also be subject to other appropriate disciplinary action including but not limited to suspension and assignment to an alternative educational program or site. The school administration must convene a tribunal if long-term suspension or expulsion is sought for off-campus misconduct.

School officials shall contact proper authorities to verify any and all allegations that a student has been arrested or charged. The Superintendent and staff shall cooperate with the probation office or courts in order to allow for that office to conduct a proper investigation. If the matter involves a juvenile, the Superintendent and staff shall cooperate with the Juvenile Court concerning the student's conduct and record in school.

Any suspension, expulsion, or exclusion from enrollment under this policy shall not waive the student's rights to a due process hearing as set out in Board policy relating to suspension or expulsion.

[LEGAL REF.: Georgia Constitution, Art. VIII, Sec. V, Par. I STATE REF.: Georgia Board of Education Rule JCDAD 160-5-3-.13 State Standards B 1 (1a. 23)]

M. Corporal Punishment

Teachers are encouraged to handle most common discipline problems. Unruly behavior should be handled decisively and promptly. Teachers and principals may use several methods of discipline as outlined in the chart of progressive disciplinary procedures.

The following guidelines are to be used when corporal punishment is administered:

1. Only the principal or his/her designee will administer corporal punishment.
2. Corporal punishment must not be unduly severe.
3. Due process for the student must be provided.
4. Corporal punishment shall not be used as the first line of punishment for misbehavior.
5. Corporal punishment must be administered in the presence of a designated employee who has been informed beforehand in the student's presence of the reason for the punishment.

6. The student's parents will be provided a written explanation of the reason for the punishment and the name of those present.

7. Corporal punishment must not be administered to a student whose parents have filed a statement *on the day of enrollment* from a medical doctor against its use on the grounds that it is detrimental to the student's mental or emotional stability.

[STATE REF.: State Standards B 1(1a.7) LEGAL REF.: O.C.G.A., 20-2-730; 20-2-731; 20-2-732; Ingraham v. Wright, 430 U.S. 651 51 L.Ed.2d 711 (1977)]

N. Student - Out of School Suspension

The principal or his/her designee may suspend students from school for a period not to exceed ten (10) days. Only a Disciplinary Tribunal or the school board may suspend students from school for a longer period of time, unless otherwise provided by state law or state board rule. Students who are suspended from school or are referred for a disciplinary tribunal in grades 6-12 will receive zeros for graded work missed while suspended and make-up work for credit will not be permitted. Parents may be notified of a suspension prior to the day the suspension begins. A suspended student may not return to any school campus or participate in any school activities during the time of the suspension. When the suspension has ended, the student should be accompanied by his/her parents or guardian when he or she returns to school.

In-School Suspension Program (ISS)

Pickens County Board of Education recognizes the need for an in-school suspension program, designed to isolate students from the regularly assigned classrooms and activities of the school; to continue progress relative to classroom assignments and to provide individually oriented instruction in essential skills and knowledge areas for which low achievement levels may be contributing to the students' adjustment problems.

In-school suspension is a program to which a student is assigned for misbehavior for a specified amount of time. Disruptive behavior is defined as behavior that interferes with the students' own learning or the educational process of others, and requires attention and assistance beyond which the traditional program can provide or results in frequent conflicts of a disruptive nature while the student is under the jurisdiction of the school, either in or out of the classroom; or behavior that severely threatens the general welfare of students or others with whom the student comes into contact.

If an assignment to the in-school suspension program becomes necessary for a student, the following procedure is administered: At the time of the assignment, the referring principal discusses with the student the behavior expectations and notifies the parents. A copy of the referral and assignment to in-school suspension are sent home with the contract of rules. These are returned with the student's and parent's signature.

Following is expected behavior for students while contained in the in-house program:

1. Students must bring all books, papers and pencils needed to complete assignments.
2. Students will be assigned and expected to remain in individual cubicles or desks.

3. A student will not leave the assigned work area without permission from the in-house instructor.
4. Students will not talk in the in-school center unless directed to do so by the instructor.
5. Students will be allowed to bring lunch from home, or may purchase a tray from the lunchroom which will be brought to the in-school center by the staff. Students must adhere to set lunch times.
6. Students will have two breaks a day, or as necessary as approved by the instructor.
7. Student behavior is expected to be satisfactory and is documented daily on a checklist.
8. Students assigned to the ISS program cannot participate in any school activities during the school day.
9. Students assigned to ISS will not participate in or attend extra-curricular, co-curricular, or athletic events until ISS is served. Each day of ISS is terminated at the end of the school day, i.e., if ISS is on Friday and school ends at 3 p.m., students may participate in school-related activities over the weekend. ISS includes 30 minutes per day school chores including trash pick-up, cleaning hallways, cleaning bleachers in the gym, or other school improvement chores.

The following steps are applied if inappropriate behavior continues while in the in-school suspension program:

1. The student's principal will be contacted and the principal will contact the parents to explain the problems as related by the in-school instructor.
2. The principal will suspend the uncooperative student from school to the home for the remainder of the days assigned to the in-school suspension center. These days at home will not be excused absences and teachers will not be required to provide assignments.
3. Upon returning to school following the at home time, the student must return to the in-school suspension to complete the original period of time assigned.

If a student is disruptive and/or uncooperative for the second time upon returning to the in-school suspension center, the student is suspended from school until a conference can be held involving the parents, student, and principal, or tribunal referral for further action.

[STATE REF.: Georgia Board of Education Policy JDD (Rule 160-4-8-.03) State Standards B 1(1a.8); I 10(1g); J 4.1; J 4.2 LEGAL REF.: O.C.G.A., 20-2-155(b); 20-2-751 et seq.; 20-2-1160(a); Goss v. Lopez, 419 U.S. 565, 42 L.Ed.2d 725 (1975)]

O. Student Expulsion

In extreme cases of misconduct, the principal will convene a disciplinary tribunal. This may result in long-term suspension which means expelling the student from school and school functions for the remainder of the year, or permanent expulsion. If the student and parent agree to the recommended punishment by the school administration, the tribunal hearing may be waived.

[STATE REF.: Georgia Board of Education Policy JDD (Rule 160-4-8-.03) State Standards B 1(1a.8); I 10(1g); J 4.1; J 4.2 LEGAL REF.:O.C.G.A., 20-2-155(b); 20-2-751 et seq.; 0-2-1160(a); Goss v. Lopez, 419 U.S. 565, 42 L.Ed.2d 725 (1975)]

P. Student Disciplinary Tribunals

For the purpose of conducting certain student discipline hearings, as defined below, rendering a decision and imposing punishment, the Pickens County Board of Education hereby adopts the following policy:

1. The Superintendent or designee shall convene a tribunal hearing in the following cases:
 - a. Where a student has committed an alleged assault or battery upon a teacher, other school official or employee;
 - b. Where a student has committed an alleged assault or battery upon another student and the school principal determines that expulsion or long-term suspension may be the appropriate punishment;
 - c. Where a student has intentionally caused substantial damage while on school premises to personal property belonging to a teacher, other school official, employee or student and the school principal determines that expulsion or long term suspension may be the appropriate punishment;
 - d. In any other discipline matter when the principal or Superintendent or designee determines the offense should be punished by long-term suspension or expulsion, if it is necessary for the case to be heard by a tribunal.
2. The Board of Education, upon the recommendation of the Superintendent or designee, shall appoint administrators to serve as members of a hearing tribunal.

When the principal of a school refers a student to the Superintendent or designee for a hearing as described in paragraph I, the Superintendent or designee shall choose three of the pool of administrators to serve as the hearing tribunal. No member of the hearing tribunal shall be an administrator of the staff at the school which the student attends. The selection of administrators to serve on tribunals shall be in accordance with rules and regulations to be promulgated by the Superintendent and his staff.

3. Whenever a principal refers a student discipline matter to the Superintendent or designee, the Superintendent or designee shall send a letter by certified mail and/or hand-delivered written notice to the student and his or her parents or guardians containing a short and plain statement of the time, place, and nature of the hearing, a short and plain statement of the matters asserted and charges against the student, including names of any witnesses who may be called to testify at the hearing, a statement setting forth the right of the student to present evidence, cross-examine witnesses and be represented by legal counsel.
4. In the event a student or his/her parent does not wish to contest the charge(s) of violation(s) of the discipline rules of the school's code of conduct for which a tribunal has been requested, the student and parent may voluntarily accept the consequences prescribed by the school by signing a Waiver of Disciplinary Tribunal Hearing form. Such waiver shall specify the violation committed, the date and description of the incident, the prescribed consequences, and an agreement to waive the opportunity to participate in a tribunal hearing, present evidence, cross-examine witnesses, and be represented by an attorney. The decision to waive the tribunal shall be final and cannot be appealed by the school or family. The waiver must be signed by the student, a parent, a school administrator and a district level administrator from the superintendent's office, who shall act as hearing officer with authority to approve the disciplinary consequences set forth in the waiver.

5. The hearing before the Disciplinary Tribunal shall be convened within ten (10) school days of the beginning of the suspension unless the school system and parents or guardians mutually agree to an extension. The Disciplinary Tribunal shall render its decision in writing within ten (10) calendar days of the closing of the record.
6. The school principal or designee shall be responsible for presenting evidence in support of the charges against the student and all parties shall be afforded an opportunity to present and respond to evidence and to examine and cross-examine witnesses on any and all issues. Any teacher who is called as a witness by the school system shall be given notice no later than three (3) days prior to the hearing. The hearing tribunal shall have made a verbatim electronic or written record of the hearing. This record shall be available to all parties but the cost of transcribing such record shall be born by the party requesting the transcript.
7. The hearing tribunal shall render a decision finding whether the student committed the offense and, if so, the appropriate punishment. The decision of the hearing tribunal shall be based solely on the evidence received at the hearing, including any evidence presented by either party relevant to the appropriate punishment to be imposed. The hearing tribunal shall render a decision in writing within ten days of the close of the record and shall furnish a copy of the decision to the student, his or her parents or legal guardian, the principal and the Superintendent or designee. The decision of the hearing tribunal shall be final and shall constitute the decision of the board of education unless either party should appeal the decision to the board of education.
8. Any party may appeal the decision of the hearing tribunal to the board of education by filing with the Superintendent or designee a written notice of appeal within twenty days from the date the decision is rendered. Such notice of appeal shall set forth the decision of the hearing tribunal and the basis of the appeal. Any decision of the hearing tribunal not appealed in this manner shall be final. The Superintendent or designee may in his or her discretion suspend the disciplinary action imposed by the hearing tribunal pending the outcome of the appeal.
9. The board of education shall review the record of the hearing before the hearing tribunal, the decision of the hearing tribunal and the notice of appeal and shall render its decision in writing within ten days from the date it receives the notice of appeal. The decision of the board of education shall be based solely on the record before the hearing tribunal and the board shall not consider any other evidence in ruling on the appeal. The board may impose penalties not recommended by the hearing tribunal. The decision of the board of education shall be final. The Board has approved video taping of student disciplinary hearings.
10. According to Georgia law, O.C.G.A. 20-2-1160, any party aggrieved by a decision of the local board has the right to appeal the decision to the State Board of Education. The appeal must be in writing and must set forth distinctly the question in dispute, the decision of the board, and a concise statement of the reasons why the decision is appealed. The party making the appeal must also file with the appeal a transcript of the testimony. Any such appeal must be filed with the Superintendent of the local system within 30 days of the decision of the local board.
11. Nothing in this policy shall be construed to infringe upon any rights provided to students pursuant to the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act of 1990.

[LEGAL REF: 1972 Education Amendments, Title IX; 45 CFR Part. 86; 1964 Civil Rights Act, Title VI; 1973 Rehabilitation Act, Section 504, 45 CFR Part 84; Americans With Disabilities Act of 1993; O.C.G.A., 20-2-1160; 160-1-3-.04]

Q. Internet Use and Access to Networked Information Resources

Students may use the Internet and access networked information resources only if they have been granted parental permission and have submitted all required forms. Permission is not transferable and may not be shared. Parents may revoke their child's access at any time by notifying the school in writing.

Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. All school rules for student conduct and communications apply. The network is provided for students to conduct research *and complete school assignments*. Access to networked information resources and services will be provided to students who agree to act in a considerate and responsible manner.

To ensure proper use of technology resources, staff will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the school curriculum. All students will be informed by staff of their rights and responsibilities as users of any district network prior to gaining access to that network, either as an individual user or as a member of a class or group.

1. Technology Use Rules

Individual users of the district computer networks are responsible for their behavior and communications over those networks. Users will comply with district standards and will honor the agreements they have signed.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will be private.

During school, teachers of younger students will guide them toward appropriate materials. Outside of school, families bear responsibility for such guidance as they must also exercise caution with information sources such as television, telephones, movies, radio and other potentially offensive media.

Students using school technology resources shall not:

- Send, download, display or distribute offensive messages or pictures including, but not limited to, pornography, racist materials, vulgar jokes/cartoons, anti- religious propaganda, and ethnic insults.
- Send, download, display or distribute information that advocates violence and/or destruction of property or other violations of legal statutes
- Use obscene language
- Harass, insult or attack others
- Use technology resources for non-educational purposes
- Damage computers, computer systems or computer networks
- Engage in practices that threaten the network (e.g. loading files that may introduce a virus, destroying data, etc.) and/or other computers and related technology
- Violate copyright laws
- Use others' passwords
- Trespass in others' folders, work or files

- Intentionally waste limited resources (e.g. paper, disk space, cartridge ink, etc.)
- Employ the network for commercial purposes
- Assist a public campaign for election of any person to any office (excluding student elections to school office)
- Engage in any other such behaviors as may violate existing school and board policies

Pickens County Schools Computers and Network Resources Student Responsible Use Guidelines (Bring Your Own Device)

Please read the following carefully. Violations of the Acceptable Use Guidelines may cause a student's access privileges to be revoked, disciplinary action and/or appropriate legal action may be taken.

(A) Students will be held accountable for any violation of the following policies (as would be the case for any classroom disciplinary matter). A student and his/her parents will be responsible for damages and will be liable for costs incurred for service or repair.

(B) Students are only allowed to utilize the computers and network to retrieve information and run specific software applications as directed by their teacher.

(C) Students are not permitted to explore the configuration of the computer, operating system or network, run programs not on the menu, or attempt to do anything they are not specifically authorized to do.

(D) Students are responsible for ensuring that any computers or computing devices, diskettes, CDs, memory sticks, USB flash drives, or other forms of storage media that they bring in from outside the school are virus free and do not contain any unauthorized or inappropriate files.

(E) Students are permitted to connect to the district network via the secure wireless connection provided by the school system, but all access must be in accordance with this Acceptable Use Policy. Students are NOT permitted to use their own computing devices to access the Internet via personal Wi-Fi accounts or by any manner other than connecting through the secure wireless connection provided by the school system.

Safety Issues:

- 1. Any on-line communication should always be at the direction and with the supervision of a teacher.*
- 2. Never provide last name, address, telephone number, or school name online.*
- 3. Never respond to, and always report to the teacher or parent, any messages that make you feel uncomfortable or that are from an unknown origin.*
- 4. Never send a photo of yourself or anyone else.*
- 5. Never arrange a face-to-face meeting with someone you met on-line.*

6. *Never open attachments or files from unknown senders.*
7. *Always report to a teacher any inappropriate sites that you observe being accessed by another user or that you browse to accidentally.*

Examples of prohibited conduct include but are not limited to the following:

- A. *Audio or video recording of any nature, regardless of the device, is strictly prohibited except when consented by the Instructor and must be for educational purposes once consented.*
- B. *Accessing, sending, creating or posting materials or communications that are damaging to another person's reputation; abusive; obscene; sexually oriented; threatening or demeaning to another person; contrary to the school's policy on harassment; harassing or illegal.*
- C. *Using the network for financial gain or advertising.*
- D. *Posting or plagiarizing work created by another person without their consent.*
- E. *Posting anonymous or forged electronic mail messages.*
- F. *Attempting to read, alter, delete, or copy the electronic mail messages of other system users.*
- G. *Giving out personal information such as phone numbers, addresses, driver's license or social security numbers, bankcard or checking account information.*
- H. *Using the school's computer hardware or network for any illegal activity such as copying or downloading copyrighted software, music or images, or violation of copyright laws.*
- I. *Downloading, installing, or using games, music files, public domain, shareware or any other unauthorized program on any school's computer or computer system.*
- J. *Purposely bringing on premises or infecting any school computer or network with a program designed to damage, alter, destroy or provide access to unauthorized data or information.*
- K. *Gaining access or attempting to access unauthorized or restricted network resources or the data and documents of another person.*
- L. *Using or attempting to use the password or account of another person or utilizing a computer while logged on under another user's account.*
- M. *Using the school's computers or network while access privileges have been suspended.*
- N. *Using the school's computer hardware, network, or Internet link in a manner that is inconsistent with a teacher's directions and generally accepted network etiquette.*
- O. *Altering or attempting to alter the configuration of a computer, network electronics, the operating system, or any of the software.*
- P. *Attempting to vandalize, disconnect or disassemble any network or computer component.*
- Q. *Utilizing the computers and network to retrieve information or run software applications not assigned by their teacher or inconsistent with school policy.*
- R. *Providing another student with user account information or passwords.*
- S. *Connecting to or installing any computer hardware, components, or software which are not school system property or in the district's technology resources without prior approval of the district*

technology supervisory personnel. Students are permitted to connect to the district network via the secure wireless connection provided by the school system, but all access must be in accordance with this Acceptable Use Policy. Students are NOT permitted to use their own computing devices to access the Internet via personal Wi-Fi accounts or by any manner other than connecting through the secure wireless connection provided by the school system.

T. Bringing on premises any computer, disk or storage device that contains a software application or utility that could be used to alter the configuration of the operating system or network equipment, scan or probe the network, or provide access to unauthorized areas or data.

U. Downloading or accessing via e-mail or file sharing, any software or programs not specifically authorized by Technology personnel.

V. Bypassing or attempting to circumvent network security, virus protection, network filtering, or policies.

W. Possessing or accessing information on school property related to “Hacking”, altering, or bypassing network security or policies.

X. Participating on message boards without teacher direction, or in live chat using but not limited to AIM, Yahoo, or MSN Messenger.

Z. Students should follow the guidelines below when performing Internet searches at school.

Elementary:

Students in grades K-5 may visit sites pre-selected by a teacher. Searches may only be done with a student safe search engine (such as Net-Trekker, Yahoooligans, etc.) and must be done with teacher supervision.

Middle:

Students in grades 6-8 may only perform unsupervised Internet searches using a student safe search engine (such as Net-Trekker, Yahoooligans, etc.). A search using any other search engine must be conducted with teacher supervision.

High:

If students in grades 9-12 use any search engines other than a child-friendly search engine, they must use the advanced search page of internet search engines in order to develop more reliable, useful, and relevant search results.

3. Consequences of Violations:

- Violations may result in a loss of access
- Additional disciplinary action may be determined at the school level with the chart of progressive disciplinary procedures (See pgs. 47-50)

R. Student Handbooks

Any student handbook which is prepared by a local school shall include or be accompanied by a copy of the Student Code of Conduct.

S. Attendance

Georgia's compulsory attendance law (20-2-690) requires that all children under the age of 16 who are at least 6 years old must attend school (i.e. public, private, or home study).

Any kindergarten student (age 5) who enters school and remains in school for 20 school days is subject to the Compulsory School Attendance Law.

Penalties and Consequences for Violation of State Compulsory Attendance Law

Any parent, guardian, or other person residing in this state who has control or charge of a child or children and who shall violate this Code section (20-2-690) shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine not less than \$25.00 and not greater than \$100.00, imprisonment not to exceed 30 days, community service, or any combination of such penalties at the discretion of the court having jurisdiction. **Five unexcused days of absence for a student shall constitute a separate offense of truancy. New Truancy County Ordinance adopted as of July 1, 2011. A parent found in violation of the County Compulsory School Attendance Ordinance will also receive a citation to appear in Magistrate Court. Upon conviction parents shall be punishable in accordance with Code of Ordinances. Each time a parent is found in violation of this ordinance, it is considered a separate offense.** Persons who submit fraudulent documents to justify absences will be referred to law enforcement for criminal prosecution. (OCGA 16-10-20 or Forgery in the First Degree OCGA 16-9-1).

Excused Absences and Tardies

Students shall attend class or other school activities every school day and will be excused only under the following circumstances unless they have secured prior written permission from the principal or his/her designee:

1. Personal illness or attendance in school endangers a student's health or the health of others. (re: Communicable Disease Policy) GANA/JGCC
2. A serious illness or death in a student's immediate family necessitating absence from school.
3. A court order or an order by a governmental agency, including pre-induction physical examinations for service in the armed forces, mandating absence from school.
4. Observing religious holidays, necessitating absence from school.
5. Conditions rendering attendance impossible or hazardous to student health or safety.
6. A student whose parent or legal guardian is in the US Armed Forces/National Guard, has been called to duty for, or is on leave from, overseas deployment to a combat zone or combat posting, will be granted up to five (5) excused absences per school year for the day(s) missed from school to visit with the parent or legal guardian prior to such deployment or during such leave.
7. A foster care student who attends court proceedings relating to the student's foster care shall be counted as present by the school and shall not be counted as an absence, either excused or unexcused, for any day, portion of the day, or days missed from school.

Students may register to vote or vote in a public election within a specified time period during the

school day with written permission of the principal or his/her designee secured in advance.

Students will be counted present only when they are:

- a. Actually present in a high school class for 45 minutes, or in attendance at an elementary or middle school for at least ½ (one half) of the instructional day, or
- b. Serving as a page of the Georgia General Assembly or Student Teen Election Participant (STEP), or
- c. Assigned to in-school suspension, or
- d. Representing the school at a school sponsored function, or
- e. Receiving hospital/homebound services.

School policy requires that all excuses must be turned in to the school within five days of the student's return to school. Excuses should contain the student's name, reason for absence, date(s) of the absence, and the parent's/guardian's signature.

Excused Checkout

An early checkout is excused if a medical excuse is provided due to a medical appointment for the student, illness of the student, or a sudden serious illness or death of an immediate family member. *The excuse must be provided to the school the following school day after the student has checked out early.*

Make-up Assignments

Following a documented excused absence, a student will have three (3) school days to request make-up academic assignments from teachers. Teachers will have three (3) school days to provide the requested make-up assignments. Teachers may initiate the make-up assignments and may also require alternative assignments from students who have been absent. Failure to satisfactorily complete make-up assignments within ten (10) school days of an excused absence will result in a grade of zero (0) for the assignment(s).

Teenage and Adult Driver Responsibility Act

- a. Section A1 of the Teen-age and Adult Driver Responsibility Act applies to all minors who are at least 15 years of age and under the age of 18.
- b. When such a minor submits an application for Georgia driver's license or instruction permit, the applicant must present proof that he or she satisfies one of the following conditions as specified in O.C.G.A. § 40-5-22 (A1):
 1. Is enrolled in and not under expulsion from a public or private school and has not had ten or more school days of unexcused absences in the current academic year or ten or more school days of unexcused absences in the previous academic year;
 2. Is enrolled in a home education program that satisfies the reporting requirements of all state laws governing such program. The Department of Driver Services shall notify such minor of his or her eligibility for an instruction permit or driver's license at time of application.

A Non-Compliant Student Is One Who:

- a. Has dropped out of school without graduating and has remained out of school for ten consecutive days;

b. Has ten or more school days of unexcused absences in the current academic year or ten or more school days of unexcused absences in the previous year; or

c. Has been found in violation by a hearing officer or administrative tribunal panel of one of the following offenses, has received a change in placement for committing one of the following offenses, or has waived his or her right to a hearing and pleaded guilty to one of the following offenses:

1. Threatening, striking or causing bodily harm to a teacher or other school personnel;
2. Possession or sale of drugs or alcohol on school property or at a school sponsored event;
3. Possession or use of a weapon on school property or at a school-sponsored event. For purposes of this subparagraph, the term “weapon” shall be defined in accordance with Code Section 16-11-127.1 but shall not include any part of an archaeological or cultural exhibit brought to school in connection with a school project;
4. Any sexual offense prohibited under Chapter 6 of Title 16; or
5. Causing substantial physical or visible bodily harm to or seriously disfiguring another person, including another student. O.C.G.A. § 40-5-22 (*I.a*)
6. A student will lose driver’s license or learner’s permit for one year due to a non-compliant violation per **GA Code Section 40-5-22.**

Notification and Monitoring

Student absences will be monitored daily by the principal or his/her designee. Parents will be notified of excessive or unexcused absences and such notice will be documented by the school.

Parents are required to keep the school updated any time there is a change in where the child lives or phone number.

a. Upon the fifth (5th) unexcused absence, the school will notify the parent/guardian by mail. Parents/guardians and children who are age ten (10) years or older by September 1 are required by law to sign a statement indicating that they have received a written statement of the possible consequences and penalties for violation of the state’s compulsory school attendance law. (See pgs. 34-38) If the parent/guardian does not respond after two reasonable attempts of the school to secure such signature(s), the school will send a copy of the statement to the parent/guardian by mail.

b. Following the seventh (7th) unexcused absence another letter will be mailed to the parent/guardian.

c. Upon the tenth (10th) total absence (excused or unexcused), a letter will be mailed to the parent/guardian and a referral will be made to the attendance officer or school social worker.

d. If a student continues to be truant or excessively absent, interventions such as requiring families to attend Attendance Support Team meetings and entering into written agreements designed to help improve attendance may be implemented. If the school determines that attendance continues to be unsatisfactory, the Attendance Support Team is authorized to make a truancy referral to Juvenile Court if necessary.

The school may ask for a physician’s written explanation if one or more of the following conditions exist:

- a. A persistent, systematic pattern of absences has been established (e.g., absent every Monday).
- b. More than (12) twelve days of absences (excused or unexcused) were recorded the prior school year.
- c. More than (4) four absences have been recorded in a grading period or semester.
- d. Physician's notes should state the number of days the illness is to be excused and when the student is expected to return to school.

Chronic truants will be referred to the attendance officer or school social worker. An updated referral will be necessary each year, even though Attendance Support Team contracts carry over year to year.

Tardies or Early Checkouts

Upon the (3rd) third tardy and/or early checkout, the school will notify the parent or guardian by telephone and/or letter.

Upon the (5th) fifth tardy and/or early checkout, the school will notify the parent/ guardian by mail or phone call. This letter will specify possible consequences if a student continues to be tardy and/or leaves early.

Upon the (7th) seventh tardy and/or early checkout, the school will notify the parent/guardian by telephone and/or letter. The school will request the parent/guardian to participate in an administrative conference or phone conference.

Upon the (10th) tenth tardy and/or early checkout, the school will refer the student to the Attendance Support Team. The Attendance officer or School Social Worker will notify the parent/guardian by mail or phone the date of the Attendance Support Team (AST) meeting.

If the school determines that tardies and/or early checkouts continue to be unsatisfactory, the Attendance Support Team is authorized to make a referral to Juvenile Court if necessary.

A. Hospital/Homebound Instruction

If a student is seriously ill or has incurred an injury that will necessitate lengthy, i.e. 10 or more days, or intermittent absenteeism, the student may receive course credit via application and satisfactory participation in the hospital/homebound instruction program or other arrangements approved by the principal or his/her designee.

B. Criteria for Withdrawing Students

For the purpose of accurately measuring the academic performance of students continuously enrolled in public schools, the Board adopts the following uniform criteria for withdrawing students.

1. Appropriate school personnel are authorized to withdraw a student who:
 - Has missed more than 10 consecutive days of unexcused absences;
 - Is not subject to compulsory school attendance; and
 - Is not receiving instructional services through homebound instruction or instructional services required by the federal Individual with Disabilities Education Act (IDEA).
 - The Superintendent or the Superintendent's designee shall use his or her best effort to notify the parent, guardian, or other person who has charge of a student if the school system plans to withdraw such student who is younger than 18 years of age and is not subject to compulsory school attendance.

2. Appropriate school personnel are authorized to withdraw a student subject to compulsory attendance if the Superintendent or Superintendent's designee has determined the student is no longer a resident of the local school system or is enrolled in a private school or home study program.
3. Appropriate school personnel shall withdraw students retroactive to the first day of the consecutive absences.
4. An un-emancipated minor who is older than the age of mandatory attendance who has not completed all requirements for a high school diploma and wishes to withdraw from school must have the written permission of his or her parent(s) or legal guardian prior to withdrawing. Prior to accepting such permission, the school principal or designee must hold a conference with the student and parent(s) or legal guardian within two days of receiving notice of the intent of student to withdraw from school. The principal or designee must make a reasonable attempt to meet with the student and parent to share the educational options available and the consequences of not having earned a high school diploma. This pertains to students grades 6-12.

T. Behavior Not Covered:

School officials reserve the right to punish behavior which is subversive to good order and discipline in the schools, even though such behavior is not specified in the preceding written rules and practices.

The administration will determine the penalty for violations of the Student Code of Conduct (JCDA) if the penalty is not specified. Otherwise, administrators will use the chart of progressive disciplinary procedures adopted by the board.

The administration will report to the legal authorities any behavior which violates laws of the State of Georgia or Pickens County.

Student disciplinary penalties for violation of Student Code of Conduct policies applied in one school year shall be carried over to future school years if the penalty has not been completed and for the purpose of determining a second violation.

Within local Board of Education policy, additional conduct rules and disciplinary consequences that are school specific may be adopted and enforced in individual schools. [Legal Ref.: **O.C.G.A., 20-2-59; 20-2-155 (a) (b); 20-2-1184; 16-5-23; 16-5-24; 16-11-127; 16-13-30**]

Federal Education Rights & Privacy Act (FERPA)

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

(1) The right to inspect and review the student's education records within 45 days of the day the school receives a request for access. Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the school to amend a record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has outsourced services or functions it would otherwise use its own employees to perform (such as an

attorney, auditor, medical consultant, or therapist); a parent or student serving on an official committee, such as a disciplinary or grievance committee; or a parent, 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 education record in order to fulfill his or her professional responsibility. [Optional] Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request.]

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Avenue, SW

Washington, DC 20202-8520

[NOTE: In addition, a school may want to include its directory information public notice, as required by § 99.37 of the regulations, with its annual notification of rights under FERPA.]

Elementary and Secondary Education Act

In compliance with the requirements of the national Elementary and Secondary Act (Title II a), the Pickens County Board of Education reminds parents that they may request information about the professional qualifications of their child's teacher(s).

- whether or not the teacher has met the Georgia Professional Standards Commission requirements for certification for the grade level and subject areas in which the teacher provides instruction
- whether or not the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived
- the college major and any graduate certification or degree held by the teacher
- whether or not the child is provided services by paraprofessional, and if so, their qualifications

Parents may request such information by contacting the administrator at the school or Lisa Galloway, Personnel Director, at 706-253-1700.

Federal Programs Complaint Procedure

Any individual, organization or agency ("complainant") may file a complaint with the Georgia Department of Education ("Department") if that individual, organization or agency believes and alleges that a local educational agency ("LEA"), the state educational agency ("SEA"), or an agency or consortium of agencies is violating a Federal statute or regulation that applies to a program under the Elementary and Secondary Education Act (ESEA). The complaint must allege a violation that occurred not more than one (1) year prior to the date that the complaint is received, unless a longer period is reasonable because the violation is considered systemic or ongoing. For

more information please visit www.pickens.k12.ga.us or contact Susan Reeves, Federal Programs Director, at 706-253-1700.

Title I Documents and Resources

Each of our elementary and middle schools also have the following Title I documents and resources to help support parents in the education of their children: Parent Involvement Policy, Parent Involvement Plan, Parent/School/Teacher/Student Compact, Parent Resource Center, and documentation to notify parents how Title I funds are spent at their school. These documents are in the Student Handbook, sent home at the beginning of the school year, and on the school website. If you have any questions concerning the Title I program at your school, please contact Susan Reeves, Federal Programs Director, or Amberle Godfrey, Parent Involvement Coordinator at 706-253-1700.

504 Grievance Protocol

Any Student or parent or guardian (“grievant”) may request an impartial hearing due to the school system’s actions or inactions regarding your child’s identification, evaluation, or educational placement under Section 504. Requests for an impartial hearing must be in writing to the school system’s Section 504 Coordinator; however, failure by the grievant to request a hearing in writing does not alleviate the school system’s obligation to provide an impartial hearing if the grievant orally requests an impartial hearing through the school system’s Section 504 Coordinator. The school system’s Section 504 Coordinator will assist the grievant in completing the written Request for Hearing. The Section 504 Coordinator may be contacted through the school system’s central office @ 706-253-1700. Copies of the 504 Procedural Safeguards and Notice of Rights of Students and Parents under Section 504 may be found at the system website, www.pickenscountyschools.org, or may be picked up at the central office located at 100 D.B. Carroll Street, Jasper, GA, or at any of the school offices.

Flexible Learning Program

Beginning with the 2012-2013 school year, the Georgia Department of Education received a waiver from the Federal Department of Education and transitioned the method of accountability from Adequate Yearly Progress (AYP) to the College and Career Ready Performance Index (CCRPI). Pickens County Schools have met all standards of performance under the new state accountability system and has no schools that fall under the Reward, Priority, Focus, or Alert designations. For more information please visit <http://CCRPI.gadoe.org>.

Glossary of Terms

Arson - intentionally starting or attempting to start any unauthorized fire or combustion.

Assault - physically harming or threatening or attempting to harm another person or any act which reasonably places another person in fear of physical harm. (e. g. threatening language or swinging at someone in an attempt to strike)

Attendance Support Team – a group of individuals appointed to meet with parents and students to address a child’s excessive absenteeism, tardiness, and/or excessive early checkouts from school.

AWOL - unauthorized absence and/or leave from class, school, activity, or event.

Battery - intentionally making physical contact with another person in an insulting, offensive, or provoking manner or in a way that physically harms the other person. (e. g. fighting)

Bomb/Explosive - a device containing combustible materials and/or a fuse, including fireworks.

Bring Your Own Device – *A personally owned Internet-accessible, wireless, portable, electronic equipment used for instructional purposes.*

Bullying - any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so; or, any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm.

Burglary - unauthorized entry into a school district building with the intent of committing a felony when the building is closed to the students and the public.

Bus Suspension – A student suspended by a school administrator from the bus for a specified period of time.

Bus Misconduct – Failing to comply with bus safety rules and/or the Student Code of Conduct.

Cheating - deceitfully giving or receiving information in any form that helps complete an instructional assignment to be graded, including the use of sources of information other than those specifically approved by the teacher.

Chronic Disciplinary Problem Student - a student who exhibits a pattern of behavioral characteristics which interfere with the

learning process of students around him or her and which are likely to recur.

Chronic Lack of Supplies - repeatedly reporting to class without necessary materials such as books, P.E. attire, pencils, notebooks, etc.

Corporal Punishment - authorized physical punishment of a student by a school official in the presence of another school official.

Detention - a requirement that the student report to a specified school location and/or to a designated teacher or school official for a specified amount of time including, but not limited to before or after school. Students will be given at least one day's notice so that arrangements for transportation can be made.

Disciplinary Tribunal - a three-member panel composed of administrators who hear evidence presented by the school system, the student, and parents when a student is referred for a violation of the Student Code of Conduct by the principal. The panel has the authority to make disciplinary decisions that include but are not limited to recommending to the Board of Education the permanent expulsion of the student.

Disobedience/Insubordination - failure to comply with a reasonable direction or instruction by a staff member.

Disorderly Conduct - behaving in a violent or seriously inappropriate manner which disrupts the educational process. Used only when the police are called to cite a student or person for extreme disruption.

Disrespect - responding in a rude and insolent manner.

Disruption - behaving in a manner which interferes with educational activities.

Dress Code - a description of what students may and may not wear to school.

Drug - any substance (such as a narcotic, hallucinogen, depressant, stimulant, etc.) that is ingested, injected, or inhaled to effect the functioning of the body.

Drug/Alcohol/Chemical Offense - any student involvement with a controlled substance or alcohol including the transfer of a prescription drug or any substance alleged to be a drug, regardless of its actual content.

Due Process - student's right to oral or written notice of the charges against him/her and the opportunity for a review, hearing or other procedural rights.

Expulsion - suspension of a student from a public school beyond the current school quarter or semester. Only a disciplinary tribunal may take such action.

Extortion - obtaining money or goods from another student by violence, threats, or misuse of authority.

False Fire Alarm - reporting a fire to school or fire officials or setting off a fire alarm without a reasonable belief that a fire exists.

Felony - any offense punishable as a felony under Georgia or federal law.

Fighting - the exchange of physical contact in anger that may include, but is not limited to, shoving, pushing, hitting, kicking, hair-pulling, slapping, spitting, and punching.

Fireworks - any combustible or explosive composition or any substance or combination of substances or article prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration, or detonation, as well as articles containing any explosive or flammable compound and tablets and other devices containing an explosive substance.

Gambling - engaging in a game or contest in which the outcome is dependent upon chance even though accompanied by some skill, and in which a participant stands to win or lose something of value.

Gang - any organization, association, or group of three or more persons associated in fact, whether formal or informal, which engages in a pattern of criminal gang activity as defined in Georgia Code Section 16-15-3. The existence of such organization, association, or group of individuals associated in fact may be established by evidence of a common name or common identifying signs, symbols, tattoos, graffiti, or attire or other distinguishing characteristics.

Harassment/Intimidation/Verbal Abuse - disturbing consistently by pestering or tormenting.

Hazing - any conduct or method of initiation into any student organization or team, whether on public or private property, which willfully or recklessly endangers the physical or mental health of any student or another person. Such conduct includes whipping; branding; forced calisthenics; forced consumption of any food, liquor, beverage, drug or other substance; or any brutal treatment or forced physical activity that is likely to adversely affect the physical health or safety of any student or other person, or that subjects such student or other person to extreme mental stress, including deprivation of sleep or rest or extended isolation.

Huffing (also Sniffing) - the inhalation of intoxicating fumes.

In-School Suspension - removal of a student from class(es) or regular school program accompanied by assignment to an alternative educational setting within the school isolated from peers. ISS includes 30 minutes per day of school chores including trash pickup, cleaning hallways, cleaning bleachers in the gym, or other school improvement chores.

Inappropriate Personal Property - personal property that is prohibited by school rules, such as food, beverages, and electronic equipment, and/or that is otherwise disruptive to the teaching or learning or others.

Inappropriate Dress - wearing clothes in a manner that disrupts the teaching or learning of others.

Inappropriate Bodily Contact – Engaging in physical contact with another person’s genitalia, buttocks, or breasts.

Inhalant - any material that either emits or propels a gas that contains intoxicating fumes (e.g. model glue, gasoline, paint or lacquer thinners, type correction fluid, cleaning fluids, nail polish remover, lighter fluid, nitrous oxide, butyl nitrate, markers, or anything in an aerosol can).

Loitering/Trespassing - entering any school property or school facility without proper authority (includes student entry during a period of suspension or expulsion).

Long-term Suspension - when a student is suspended out-of-school for more than ten (10) days.

Non-Prescription Drug - over the counter drug not authorized by a registered physician and not prescribed for the student.

Permanent Expulsion - when a student is removed from the school system and all school properties and activities or events for an indefinite period of time. This action may only be taken by a disciplinary tribunal or the Board of Education. Students who have been expelled are ineligible for academic credit.

Physical Violence - (1) intentionally making physical contact of an insulting or provoking nature with the person of another; or, (2) intentionally making physical contact which causes physical harm to another unless such physical contacts or physical harms were in defense of himself or herself.

Plagiarism - the borrowing or restating of another’s words or ideas and claiming or representing them as your own.

Profanity/Vulgarity - writings, speech, or gestures that convey an offensive, obscene, or sexually suggestive message.

Robbery - taking property from a person by force, violence, or threat of aggression.

Sexual Assault/Offenses - intentional sexual contact of a harmful or offensive manner.

Sexual Harassment - any conduct or speech directed toward another person that is characterized by unwelcome sexual

advances; request for sexual favors; taunts, threats, or comments of a vulgar, sexual, or demeaning nature; or, demands or unwelcome physical contact which result in feelings of worry, anguish, torment, hurt, or disgust.

Sniffing (also Huffing) - the inhalation of intoxicating fumes.

Student Attendance Protocol Committee - a committee established by the chief judge of the superior court of each county for the purpose of ensuring coordination and cooperation among officials, agencies and programs involved in compulsory attendance issues, to reduce the number of unexcused absences from school, and to increase the percentage of students present to take tests which are required to be administered under the laws of this state.

Suspension - removal of a student from the regular school program for a period not to exceed 10 days (short-term) or for a period greater than 10 days (long-term, which may be imposed only by a disciplinary tribunal). During the period of suspension, the student is excluded from all school sponsored activities including practices, as well as competitive events, and/or activities sponsored by the school or its employees.

Tardiness - failure to be in a place of instruction at the assigned time without a valid excuse.

Theft - the offense of taking or misappropriating any property, of another with the intention of depriving that person of the property, regardless of the manner in which the property is taken or appropriated.

Threatening/Menace - with intent, the act to strike, attack or harm any person in school or at any school-sponsored or supervised activity.

Transmission - the act of passing or transferring the possession of anything to another person.

Truancy - the student stays out of school without permission or valid excuse

Vandalism/Graffiti - the willful or malicious destruction or defacement of public or private property.

Waiver - a waiver is an agreement not to contest whether a student has committed an infraction of the Code of Conduct and the acceptance of consequences in lieu of a hearing before a disciplinary tribunal.

Weapons - the term weapon is defined as any firearm, pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, metal knucks, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind, and any stun gun or taser as defined in subsection (a) of Code Section 16-1 1-106.

Zero Tolerance - imposition of the most severe consequences for drug, weapon, and assault offenses on school property or at a school activity, function or event.

STATE REF.:

LEGAL REF.: Public law 107-110, PART A, Subpart 1 Sections 1112, 1116, and 1118 Board of Education of Pickens County.

CHART OF DISCIPLINARY PROCEDURES
Elementary Schools

VIOLATIONS	Level I	Level II	Level III	Level IV	Level V	COMMENTS (See list of consequences on the next page)
1. Alcoholic beverage possession, use or being under the influence				X	X	
2. Any other conduct considered by the principal to be disruptive and in violation of the criminal code of Georgia	X	X	X	X	X	
3. Ammunition, bullets, or fireworks			X	X	X	
4. Assault or battery			X	X	X	
5. Bullying/gang activity		X	X	X		
6. Cheating	X	X	X			
7. Classroom disruption	X	X	X	X		
8. Conduct outside of school time/away from school that poses a threat to the school, staff or student		X	X	X	X	
9. Destruction, damage, defacing, or theft of school or private property		X	X	X	X	
10. Disruptive behavior on the bus	X	X	X			
11. Drugs, chemical offense, drug paraphernalia, huffing				X	X	A criminal offense that requires law enforcement intervention.
12. Electronic devices or other unauthorized items	X	X	X			See pages 6-8
13. Expose ones' breast, genitalia, buttocks		X	X	X	X	
14. Fighting or instigating a fight			X	X	X	
15. Gambling	X	X	X			
16. Hazing/Harassment	X	X	X	X		
17. Inappropriate bodily contact	X	X	X	X	X	

18. Inappropriate dress	X	X	X			
19. Loitering, trespassing	X	X	X			
20. Misuse of equipment/technology	X	X	X	X	X	
21. Physical violence against a school employee				X	X	Out of school suspension and tribunal hearing required. Permanent expulsion for intentional physical contact which causes physical harm.
22. Prescription/non-prescription drug use/abuse	X	X	X	X	X	
23. Profanity, vulgarity, obscene language, writing, etc.	X	X	X			
24. Refusal to follow instructions/directives	X	X	X	X		
25. Rude or disrespectful behavior	X	X	X			
26. School disruption, participation in riot, pulling fire alarm, or arson			X	X	X	Usually, a criminal offense that requires law enforcement intervention.
27. Sexual harassment/assault		X	X	X	X	
28. Skipping class/chronic tardiness	X	X	X			
29. Threatening staff or students			X	X	X	Terroristic threats fall into this category
30. Tobacco products, tobacco paraphernalia or simulated tobacco products.		X	X	X	X	
31. Truancy	X	X	X			
32. Weapons and related objects				X	X	A criminal offense that requires law enforcement intervention.

Description of Disciplinary Consequences

Level I discipline is used for minor acts of misconduct which interfere with orderly school procedures, school functions, extracurricular programs, approved transportation or a student’s own learning process. Students may be disciplined by the professional staff member involved or may be referred directly to the principal.

Level II discipline offenses are intermediate acts of misconduct that require administrative intervention. These acts include, but are not limited to repeated, unrelated acts of minor misconduct and misbehaviors directed against persons or property, but which do not seriously endanger the health, safety, or well being of others. Consideration of necessary behavior support services should be given, if not already provided.

Level III discipline offenses are serious acts of misconduct including, but not limited to, repeated misbehavior that is similar in nature, serious disruptions of the school environment, threats to health, safety, or property, and other acts of serious misconduct. These offenses must be reported to the principal. Offenses that threaten the health, safety, or well-being of others may result in immediate suspension of the student from the school and/or school-sponsored activities for up to five school days, pending disciplinary investigation of the allegations. Student and parent/guardian participation in a conference with the principal/designee is a required element of all discipline actions in this category, even if such a conference has previously occurred. Initiation of necessary behavior support services should be given, if not already provided.

Level IV discipline offenses represent the most serious acts of misconduct. These offenses must be immediately reported to the principal, and are subject to referral for a disciplinary tribunal. These violations are so serious that they may require use of outside agencies and/or law enforcement. Such acts may also result in criminal penalties being imposed. Any misconduct that threatens the health, safety, or well-being of others may result in immediate suspension of the student from the school and/or school-sponsored activities for up to ten school days, pending disciplinary investigation of the allegations. Student and parent/guardian participation in a conference with the principal/designee is a required element of all discipline actions in this particular category, even if such a conference has previously occurred. Initiation of necessary behavior support services should be given, if not already provided.

Level V discipline is utilized for students whose behaviors cause them to be excluded from the regular school program. Examples of Level V behavior include chronically disruptive behavior, extremely violent behavior, and weapon possession.

- Alternative School Placement
- Behavior Contract
- Confiscation of items not allowed at school
- Corporal Punishment
- Detention
- Financial restitution for repair of any damage (school-related environment or private)
- In School Suspension
- In Team Suspension/Time-out
- Isolation or Time-out
- Loss of Driving Privileges/Permits
- Loss of privileges.
- Mandatory Parent Escorts
- Notification of parents
- Out of School Suspension
- Parent Conference
- Permanent Expulsion
- Referral to attendance officer, Attendance Support Team and/or juvenile court
- Referral to Disciplinary Tribunal
- Referral to Law Enforcement or Juvenile Court Officials: Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The school will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.
- Restriction from school program and special assemblies
- Saturday School
- School Community Service (clean/repair damage caused to the school-related environment)
- Suspension or Expulsion from the School Bus
- Temporary removal from class or activity
- Warning and/or counseling with a School Administrator or Counselor/Teacher

CHART OF DISCIPLINARY PROCEDURES

Middle and High Schools

VIOLATIONS	Level I	Level II	Level III	Level IV	Level V	COMMENTS (See list of consequences on the next page)
1. Alcoholic beverage possession, use or being under the influence				X	X	
2. Any other conduct considered by the principal to be disruptive and in violation of the criminal code of Georgia	X	X	X	X	X	
3. Ammunition, bullets, or fireworks			X	X	X	
4. Assault or battery			X	X	X	
5. Bullying/gang activity			X	X	X	
6. Cheating	X	X	X			
7. Classroom disruption	X	X	X	X		
8. Conduct outside of school time/away from school that poses a threat to the school, staff or students.		X	X	X	X	
9. Destruction, damage, defacing, or theft of school or private property		X	X	X	X	
10. Disruptive behavior on the bus	X	X	X			
11. Drugs, chemical offense, drug paraphernalia, huffing				X	X	A criminal offense that requires law enforcement intervention.
12. Electronic devices or other unauthorized items	X	X	X			See pages 6-8
13. Expose ones' breast, genitalia, buttocks			X	X	X	
14. Fighting or instigating a fight			X	X	X	Law enforcement intervention at PHS.
15. Gambling	X	X	X			
16. Hazing/Harassment	X	X	X	X	X	
17. Inappropriate bodily contact	X	X	X	X	X	

18. Inappropriate dress	X	X	X			
19. Loitering, trespassing	X	X	X			
20. Misuse of equipment/technology	X	X	X	X	X	
21. Physical violence against a school employee				X	X	Out of school suspension and tribunal hearing required. Permanent expulsion for intentional physical contact which causes physical harm.
22. Prescription/non-prescription drug use/abuse	X	X	X	X	X	
23. Profanity, vulgarity, obscene language, writing, etc.	X	X	X			
24. Refusal to follow instructions/directives	X	X	X	X		
25. Rude or disrespectful behavior	X	X	X			
26. School disruption, participation in riot, pulling fire alarm, or arson			X	X	X	Usually, a criminal offense that requires law enforcement intervention.
27. Sexual harassment/assault		X	X	X	X	
28. Skipping class/chronic tardiness	X	X	X			
29. Threatening staff or students			X	X	X	Terroristic threats fall into this category
30. Tobacco products, tobacco paraphernalia or simulated tobacco products		X	X	X	X	
31. Truancy	X	X	X			
32. Weapons and related objects				X	X	A criminal offense that requires law enforcement intervention.

Description of Disciplinary Consequences

Level I discipline is used for minor acts of misconduct which interfere with orderly school procedures, school functions, extracurricular programs, approved transportation or a student's own learning process. Students may be disciplined by the professional staff member involved or may be referred directly to the principal.

Level II discipline offenses are intermediate acts of misconduct that require administrative intervention. These acts include, but are not limited to repeated, unrelated acts of minor misconduct and misbehaviors directed against persons or property, but which do not seriously endanger the health, safety, or well being of others. Consideration of necessary behavior support services should be given, if not already provided.

Level III discipline offenses are serious acts of misconduct including, but not limited to, repeated misbehavior that is similar in nature, serious disruptions of the school environment, threats to health, safety, or property, and other acts of serious misconduct. These offenses must be reported to the principal. Offenses that threaten the health, safety, or well-being of others may result in immediate suspension of the student from the school and/or school-sponsored activities for up to five school days, pending disciplinary investigation of the allegations. Student and parent/guardian participation in a conference with the principal/designee is a required element of all discipline actions in this category, even if such a conference has previously occurred. Initiation of necessary behavior support services should be given, if not already provided.

Level IV discipline offenses represent the most serious acts of misconduct. These offenses must be immediately reported to the principal, and are subject to referral for a disciplinary tribunal. These violations are so serious that they may require use of outside agencies and/or law enforcement. Such acts may also result in criminal penalties being imposed. Any misconduct that threatens the health, safety, or well-being of others may result in immediate suspension of the student from the school and/or school-sponsored activities for up to ten school days, pending disciplinary investigation of the allegations. Student and parent/guardian participation in a conference with the principal/designee is a required element of all discipline actions in his particular category, even if such a conference has previously occurred. Initiation of necessary behavior support services should be given, if not already provided.

Level V discipline is utilized for students whose behaviors cause them to be excluded from the regular school program.

Examples of Level V behavior include chronically disruptive behavior, extremely violent behavior, and weapon possession.

- Alternative School Placement
- Behavior Contract
- Confiscation of items not allowed at school
- Corporal Punishment
- Detention
- Financial restitution for repair of any damage (school-related environment or private)
- In School Suspension
- In Team Suspension/Time-out
- Isolation or Time-out
- Loss of Driving Privileges/Permits
- Loss of privileges.
- Mandatory Parent Escorts
- Notification of parents
- Out of School Suspension
- Parent Conference
- Permanent Expulsion
- Referral to attendance officer, Attendance Support Team and/or juvenile court
- Referral to Disciplinary Tribunal
- Referral to Law Enforcement or Juvenile Court Officials: Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The school will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.
- Restriction from school program and special assemblies
- Saturday School
- School Community Service (clean/repair damage caused to the school-related environment)
- Suspension or Expulsion from the School Bus
- Temporary removal from class or activity
- Warning and/or counseling with a School Administrator or Counselor/Teacher.

SPONSORED CLUBS AND ORGANIZATIONS ELEMENTARY SCHOOLS

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
Art Club	Students are instructed in different techniques and mediums of art. Students are encouraged to attempt the different modalities of art presentation during club time.	Sulaine Sims – HES/TES Jacqueline Tipton - HCES	
Book Club	To learn to appreciate and understand good literature through reading and discussion.	Kristy Moss – HCES Kelly Posey – JES	Meets monthly in the Media Center. Books are chosen by students assisted by teacher.
Chess Club	First through fifth grade students will participate in friendly fun while learning the basic elements of the game and developing excellent sportsmanship skills.	Nancy Teague – TES Alan Jent - HES	After-school study/play groups Club competition may occur at the discretion of the club's advisor
Chorus	Open to 4th and 5th grade students. These students will learn to read music and perform at various events during the school year.	Leslie Miller – IFS Brigitte Cook- TES	

Clover Buddies	Meets after school to learn about healthy lifestyles for growing bodies.	Traci Buckingham - JES	Club members complete a Community Service Project at each meeting. Open to girls in grades 3-
Ecology Club	To understand and appreciate the importance of our environment.	Debbie Todd - JES	
Environmental/ Recycling Club	Encourage recycling efforts throughout the school and community. Students will learn about the impact recycling has on the	Diane Kinzer -HCES Susan Anderson & <i>Sulaine Sims</i> - HES	Design a campaign to encourage wider use of recycling in our school and community Participate in weekly recycling activities within our school
5th Grade Band	To introduce students to a limited number of instruments that will prepare them for being a member of the middle school band in the future.	Leslie Miller – JES & HCES	
Fitness Club	Club sponsoring life-long goals of physical fitness. Students will learn about the importance of diet and exercise in reaching fitness goals and will participate in various forms of exercise throughout the year	Lana Callahan - HCES	Monthly meetings will focus on nutrition and exercise Students will evaluate their eating and exercise habits to determine the impact these habits have on them

**SPONSORED CLUBS AND ORGANIZATIONS
ELEMENTARY SCHOOLS**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
Helen Ruffin Reading Bowl	To participate in the Helen Ruffin Reading Bowl, elementary students must read the 2011-2012 Georgia Children’s Book Award Nominees. The Georgia Book Award Nominees are the Helen Ruffin Reading Bowl’s official reading list.	Kelly Posey-JES Tammy Boggus, Susan Anderson & Rhonda Stancil – HES Nancy Teague & Tracy Holt – TES Kristy Moss & Leigh Ann DiPuma- HCES	Lunch study groups and/or after-school study groups Students must read the required number of books Students will participate in “book talks” Participate in making questions
Junior BETA	Open to students in 5 th grade with an overall average of 90 or above and teacher recommendation. The National Beta Club promotes character, develops leadership skills, encourages service involvement, recognizes achievement, and provides technological advantages to students in grades 5-12.	Susie Arrendale-HCES Debbie Todd – JES Renee LeMieux, Denise Fox & Eric Norris – TES	Participate in service project both within the community and internationally Member of National Junior Beta Club

Library Leaders	The purpose of the club is to develop leadership skills in promising students and to foster interest in books and the media center. The organization is open to 5 th graders only. They must fill out an application which includes a short essay question and they must provide a recommendation from a teacher. Members are selected by the principal and the media specialist based upon the application and recommendation. Students who are accepted into the organization are expected to maintain good grades, have a good attendance record and exhibit good behavior.	Kelly Posey – JES	Some of the activities the club will be involved in include reading aloud to the Kindergarten and 1 st grade classes, creating bulletin boards, sponsoring a community service project, helping with the Book Fair, and learning how the media center works.
Math Teams	Open to students in grades 4-5 who are interested in math.	Carol Jordan – HES Jennifer Halko & Myra Douglas –HCES Stephanie Hall- JES Lisa Barnett & Renee LeMieux – TES	Team members are recommended by their math teacher Friendly competition among teams within the school and with teams from other schools

**SPONSORED CLUBS AND ORGANIZATIONS
ELEMENTARY SCHOOLS**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
Newscast Team	Service club where students learn how to edit video tape and broadcast a school newscast.	Susan Anderson HES Kristy Moss - HCES	<ul style="list-style-type: none"> • Group of Discovery students whose job is to gather information to inform students and staff of weekly school activities • Students are given the chance to broadcast live news, edit, speak into a camera, write and display media capabilities
Safety Patrol	Students in grades 4-5 assist in various safety practices within the school. Safety patrol members will be asked to complete an application and must be recommended by their teachers.	Destini Shope - TES Beth Simonds - HES Jacque Smith - HCES	<ul style="list-style-type: none"> • Monitor hallways during arrival and dismissal times • Assist younger students in locating their classrooms during the first weeks of school • Assist in monitoring bus-loading area during arrival and dismissal time

School Newspaper	Create a school newsletter highlighting the events and activities taking place within our school.	Rhonda Lane - HCES	<ul style="list-style-type: none"> • Each homeroom will select a reporter who will write about the events and activities occurring in their homeroom • These reporters will assist in the preparation and distribution of the newsletter
Science Club	Open to 4th and 5th grade students. Introduction to the environment through experiments, growing and planting plants, recycling, etc.	Gayla Foster & Cynthia Swisher HES Diane Kinzer - HCES	<ul style="list-style-type: none"> • Conduct experiments and research on science topics • Prepare demonstrations on various science topics to be presented to students in younger grades
Stock Market Team	Students in grade 5 utilize and analyze a variety of data relating to the stock market	Eric Norris & Nancy Teague - TES Rhonda Lane - HCES Susan Anderson HES Debbie Todd & Robyn Pitkins - JES	<ul style="list-style-type: none"> • Lunch study groups and/or after-school study groups • Students will compete as indicated by the Georgia Council on Economics • Other activities may be developed for the Stock Market Team as recommended by the club advisor and as approved by school administration

**SPONSORED CLUBS AND ORGANIZATIONS
ELEMENTARY SCHOOLS**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
Student Ambassadors	Open to 5th graders only. Participants will be nominated by teachers and administration based on academic performance, citizenship, and leadership qualities.	Deb Longshore & Destini Shope - TES	These students represent the school during special activities and events throughout the year.

Student Council	Service oriented club designed to promote leadership among young people within the school setting. Student leadership development is the process of involving students in meaningful ways both in and beyond the classroom. It is providing opportunities for students to demonstrate their talents, skills, and interests while continuing to develop new skills. It is also about giving students more ownership of the programs they attend.	Eric Norris, Roxanne Zaideman, & Renee LeMieux - TES	<ul style="list-style-type: none"> • Meet and discuss various components of the school • Serve as a homeroom representative to share ideas and concerns within the school • Assist with various service projects within the school and community.
Video Production	Open to students in grade 5 only. Through the media and music program, students will explore video production. Students will write, produce and star in curriculum related videos for school distribution.	Kristy Moss - HCES	<ul style="list-style-type: none"> • Students will develop a series of videos based on elementary curriculum strands. • These videos will be used by students in grades 1-5.
Wellness Club	To better understand the importance of exercise and nutrition.	Susan Anderson & Corey Thompson HES Carol Morris - JES	<ul style="list-style-type: none"> • Activities will include walking club, nutrition, etc.

Sponsored Clubs and Organizations Middle Schools

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
Academic Bowl Team PCMS	Students demonstrate their mastery of core academics to compete in Academic Bowl.	Zach Norton-PCMS	Student regional winners compete in state finals
Academic Games and Activities PCMS	This club teaches students positive academic and strategic games and activities that challenge students and provides them with healthy alternatives to sedentary living.	Brett Miller & Zach Norton	Participate in weekly educational activities or games. Part of the weekly enrichment and reward activities

Art Club PCMS	Students are instructed in different techniques and mediums of art. Students are encouraged to attempt the different modalities of art presentation during club time.	Dana Stone	The Art Club meets after school throughout the school year. These dates are announced ahead of time to the students.
Band Club PCMS	This club provides students an opportunity to practice instrumental music under the supervision and assistance of two professional music teachers.	Kevin Boyle	Participate in weekly instrumental activities and practices Part of the weekly enrichment and reward activities
Chess Team PCMS & JMS	Students are encouraged to attend and learn how to play chess. Students learn how to improve their chess game by being exposed to different game strategies.	Lynne Hope & Karen Gurty - PCMS Jonathan Faix - JMS	The Chess Club meets before and after school on designated days during the school year at PCMS, JMS Club Competition - JMS
Computers PCMS	This club provides students an opportunity to access educational computers for enrichment or remediation purposes. Additionally, students are allowed to conduct internet research for class assignments under the supervision of teachers and support staff.	Marla Kown & Holly Mullinax	Participate in weekly instrumental activities and practices Part of the weekly enrichment and reward activities
Dance Team PCMS	The purpose of this club is to provide students an opportunity to learn group dance and teamwork skills.	TBA	Performances at halftime of ball games and school assemblies
Dragon Spirit Club PCMS	This club will promote school spirit by supporting efforts of the cheerleading squad and other school athletic endeavors and school spirit in general.	Stacy Jent & Megan Waters	Students will make and create spirit banners and posters for the halls and Gymnasium Recognition of individuals in any given activity

**Sponsored Clubs and Organizations
Middle Schools**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
Dynamics Club JMS	JMS Dynamics is an auditioned girl's vocal ensemble consisting of 20 voices spanning from grades 6 - 8, which incorporates vocal technique and choreography.	<i>Allison Priest</i>	Several performance opportunities throughout the Spring Semester

Drama Club PCMS	To promote the Dramatic Arts. Students are involved in learning to play roles including dramatic readings, acting, and other forms of theatrical talent.	Jackie Nation - PCMS	Drama Discovery Outings Drama student performances at Elementary Schools Attend professional drama productions
Dragon News Network (DNN) PCMS	DNN students learn how to use video and audio technology to televise their reports to the entire school each morning during homeroom.	Courtney Smith	The DNN team is comprised of students who report each school day on local school news for the student body.
Fellowship of Christian Athletes (FCA) JMS & PCMS	A service oriented club; open to all students interested in promoting Christian values within the realm of athletics.	Barbara Miller & Tina Wheeler - PCMS <i>Jesse Scott- JMS</i>	Students participate with a monthly guest speaker Students sponsor a White Christmas fund raiser
First Lego League (Robotics) PCMS	To train students in applied engineering, programming, physics and mathematical concepts.	TBA - PCMS	Auditioned club Students participate on teams that build and program robots Students compete on obstacle course at regional and state competitions. World wide teams from 13 countries compete
4-H Club JMS & PCMS	Service club affiliated with the Georgia Cooperative Extension Service. In 4-H, youth learn life skills they will benefit from forever. Most 4-H programs center around three areas; leadership, citizenship, and life skills.	<i>Steven Waters & Tammy Duncan- JMS</i> Susan Miller & 4-H rep - PCMS	District Project Achievement Meet and discuss fundamentals of being a 4-H Member (Good citizenship, life skills, and leadership) Students attend annual 4-H camp at Rock Eagle
<i>Friends for Change</i>	<i>To educate students on the importance of the conservation of the earth</i>	<i>TBA</i>	<i>Students will conduct scientific research on the local environment to identify any possible evidence of harmful pollution.</i> <i>Students will write facts and discuss ways to improve any pollution concerns.</i>

**Sponsored Clubs and Organizations
Middle Schools**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
------------------	------------------------	----------------	------------------------------------

Future Cities PCMS	This club provides fun and exciting educational programs that combine stimulating engineering challenges with a “hands-on” application to present the students’ vision of a city set in the future	TBA & Sue Watters -	Work in teams to research, design and build a city that follows certain criteria and address a given problem. Compete against other middle schools from the state or even at the national level.
Future Farmers of America (FFA) JMS & PCMS	A service oriented club designed to promote careers in agriculture.	Todd Dobson - JMS Judy Pettigrew & Todd Dobson - PCMS	Barnyard Olympics Toys for Tots dance before Christmas Break Participation in career development events, leadership and community service activities and supervised agriculture experience programs
Geography Bee or Bowl JMS & PCMS	Students study world geography and compete in selected geography competitions.	Sherry Carter - JMS TBA - PCMS	Student regional winners compete in state finals
Green Dragon Environmental Awareness Club JMS	Open to all students to raise campus awareness of environmental issues that affect our school and community.	Susan Vaughn & Andrea Yates - JMS	Meet to acquire knowledge of environmental issues and problems Students will participate in setting up program around school to encourage recycling around campus and raise awareness to be better stewards towards our environment: Conserve, reduce and recycle Affiliate with “Tips for Saving Earth.org” Gain support through businesses to offer recycling at JMS campus Sponsor Earth Day Program
Guitar Club PCMS	Student will learn the fundamentals of playing the guitar. There will be performance opportunities for experienced musicians.	Jack Loudon - PCMS	Participates in selected school assemblies and events.
Horse Lover’s Club	Students will learn about horse training, horse health, tack and gear, competitive options, horse disciplines and breed specialization.	Claire Eubanks	Students will be invited to attend local horse shows Students will have the opportunity to work with real horses to demonstrate mastery on a couple of special occasions.

**Sponsored Clubs and Organizations
Middle Schools**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
------------------	------------------------	----------------	------------------------------------

<p>Junior Beta Club JMS & PCMS</p>	<p>Open to students with an overall average of 90 or above and teacher recommendation. The Junior Beta Club promotes character, develops leadership skills, encourages service involvement, recognizes achievement, and provides technological advantages to students in grades 5 - 12.</p>	<p>Darlene Fowler, Sherry Carter & Lori Holbert - JMS Sandy Greene, Lisa Hardman & Diane Jackson - PCMS</p>	<p>Corresponded with troops Community & School Service Projects Member of National Junior Beta Club Teacher appreciation events Held Sponsor Dance - JMS</p>
<p>Junior Optimist Club JMS & PCMS</p>	<p>Optimist Clubs are serious about “Bringing Out the Best in Kids” and do their part through community service programs. Each Club is autonomous and run by members in the community where they live, Optimists have the unique flexibility to serve the youth of their community in any way they see fit. Optimist Clubs see a need in their community and react to it.</p>	<p>Darlene Fowler & Sonja Gordy - JMS Laura Garner & Rosemary Nelson - PCMS</p>	<p>Student members work with the Pickens County Animal Rescue Student members work with the holiday “Can-A-Thon” as a service to the community</p>
<p>Leo Club JMS & PCMS</p>	<p>A service organization where students develop character traits and learn the importance of cooperation through community service.</p>	<p>Jackie Nation – PCMS <i>Brian Barnhill - JMS</i></p>	<p>Sponsored by Jasper Lions Club Students receive recognition for their contributions</p>
<p>Library Dragons Club JMS</p>	<p>Open to all students for the purpose of promoting pleasure reading among middle school students. Students learn to enjoy sharing the fun and art of literacy among the community in Jasper.</p>	<p>Mary Perdue</p>	<p>Students read at the elementary schools to promote literacy Students read to the elderly at hospitals and nursing homes “Teddy Bears and Books of Christmas” at the hospitals</p>
<p>Lifetime Fitness & Sports PCMS</p>	<p>This club teaches and promotes lifetime fitness through the participation of physical fitness activities and games.</p>	<p>Tony Weaver, Lisa Hardman & Michael Baker</p>	<p>Participate in weekly physical fitness activities or sports Part of the weekly enrichment and reward activities</p>
<p>Literati JMS</p>	<p>This club is for persons interested in literature. This club will focus on past and current literature, local, national, and international authors, creative writing, and enrichment activities in relation to literature and writing</p>	<p>Keith Petty, Sue Finley & Sherry Carter</p>	<p>Reader’s Circles, Book Reviews, Literary Discussion</p>
<p>Math Dragons JMS & PCMS</p>	<p>Students compete in selected math competitions such as the Berry College Math Competition.</p>	<p>Carrie Stephens & Stacy Jent - PCMS Tammy Duncan, Carol Wilson JMS</p>	<p>Students travel to Berry College to compete against other schools. The team consists of eight students Students are recommended by their math teacher</p>

**Sponsored Clubs and Organizations
Middle Schools**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
Night Fighters and Safety Patrol Club - PCMS	<p>To promote safe schools and anti-school violence initiatives.</p> <p>Trained students strive to prevent accidents and report dangerous practices of students to the school administration and campus police.</p>	Principal & School Resource Officer PCMS	<p>Coordinate Celebrate Youth Activities such as Black and Gold Week and charity road race</p> <p>Selected at the beginning of the school year and trained by the school principal</p> <p>Students help monitor student traffic in the morning arrival and afternoon dismissal</p> <p>Students also help with crowd control at school assemblies</p>
Partners Club	<p>To support and assist the PCMS low incidence program. Members help provide social opportunities for low incidence students. The club will display a strong bond of friendship and loyalty between club members and our special needs students.</p>	Kim Strack and Jamie Cheshire	<p>Provide special opportunities during the school day and club time</p> <p>Build positive relationships among regular and special needs students</p>
P.A.S.S Chorus Club (Pickens All-Star- Singers) PCMS	<p>Pickens All Star Singers is a premier singing ensemble for those who are serious about learning to sing properly as a group. Student must be well disciplined and willing to learn different styles of music. There will be performance opportunities, so student confidence while singing in front of a large group is important. Experienced singers also encouraged to attend this club that meets every other Friday.</p>	Jack Louden	<p>Participates in selected school assemblies and events.</p> <p>Possible opportunities for competition with other schools.</p>
Peer Helpers Club PCMS	<p>To be “helpers” to fellow students, teachers and the community.</p>	<i>Nancy Pruitt</i>	<p>Students will tutor other students on an as-needed basis</p> <p>Students will assist with recognition programs</p>
Reading Bowl Team JMS & PCMS	<p>Students read Georgia Book Awards Nominees (20 books of fiction) and compete in Helen Ruffin Reading Bowl.</p>	Mary Perdue & Jolain Brownell - JMS Karen Gurty, Rosemary Nelson, & Paula Walker - PCMS	<p>Student regional winners compete in state finals</p>
Reading Club PCMS	<p>Open to all students for the purpose of promoting pleasure reading among middle school students.</p>	Karen Gurty & Paula Walker	<p>Participates in weekly reading activities</p> <p>Part of the weekly enrichment and reward activities</p>

**Sponsored Clubs and Organizations
Middle Schools**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
<i>Soccer Club</i>	<i>The club promotes fitness and healthy activity through the fundamentals of playing soccer</i>	<i>Mike Baker</i>	<i>Bi-weekly juggling tracking and competition</i> <i>Skills competition and trick tracking</i>
Student Council -JMS	Service oriented club designed to promote leadership among young people within the school setting. Student leadership development is the process of involving students in meaningful ways both in and beyond the classroom. It provides opportunities for students to demonstrate their talents, skills, and interests while continuing to develop new skills. It is also about giving students more ownership of the programs they attend.	Michelle Parks - JMS	Student club members worked with Habitat for Humanity Students raised \$1,000.00 to benefit a cancer patient Students meet and discuss the operations of the student body
Student Newspaper (Dragon Ledger) PCMS	Students learn how to use basic journalism skills to report local school news in a written and online newspaper format.	TBA	The Dragon Ledger team is comprised of students who report on local school news for the student body
Technology Student Association (TSA)	To prepare students to be successful leaders and responsible citizens in a technological society through co-curricular activities within the technology education program.	Courtney Smith	Technology day at National Fair Fall Conference at Jekyll Island
Tennis Club- PCMS	Students will learn the fundamentals and rules of how to play tennis	Sue Watters	School-wide tennis tournament for charity and fun Bi-monthly meetings and practices
WYLDLIFE JMS & PCMS	This nondenominational Christian organization introduces teenagers to positive values and helps them grow in their faith. WYLDLIFE leaders do this by going to where the kids are and building positive relationships with them.	Bonnie Carlton & Charmagne Dean - JMS Carrie Stephens & Bonnie Carlton - PCMS	Bi-monthly meetings called "Club" are held Special events are held throughout the year During the month of March, students go to Sharp Top Cove Young Life resort for a weekend retreat.

Sponsored Clubs and Organizations
Middle Schools

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
Yearbook Team JMS & PCMS	Students learn how to use photography, editing, and writing skills to produce a quality yearbook for the entire school.	Laurie Taylor- JMS Courtney Smith & Jackie Gise - PCMS	The Yearbook Staff is comprised of students who help the yearbook sponsor assemble the school's yearbook for the year The Yearbook Staff meets on a regular basis before and after school
Youth Action Council (YouthAct) PCMS	Service oriented club designed to promote leadership among young people within the school setting. Student leadership development is the process of involving students in meaningful ways both in and beyond the classroom. It provides opportunities for students to demonstrate their talents, skills, and interests while continuing to develop new skills. It is also about giving students more ownership of the programs they attend.	Rhonda Shaddix, Sub & Jackie Nation	Club Members sponsor and coordinate a school dance to benefit the Empty Stocking Fund and a canned food drive for the holiday season Students raise money to benefit selected charities such as Pennies for Patients cancer patients and Prevent Child Abuse Students meet and discuss the operations of the student body Students sponsor and coordinate a school talent show

**SPONSORED CLUBS AND ORGANIZATIONS
HIGH SCHOOL**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
Academic Club	A grade 9-12 competition among 24 schools from Northeast Georgia in the areas of math, science, social studies, language arts, and current events. The game is played with lockout buzzer system between two teams of four players each. A teacher reads questions to the teams, while the players buzz in with the correct answers to score points for the team.	Debra Schlenke & Seana Thompson	
Beta Club	Open to students with an overall average of 90 or above beginning in their sophomore year. The National Beta Club recognizes achievement, while promoting community service, character, and developing leadership skills.	<i>Christine Westbrook & Linda Weyman</i>	Adopted an Iraqi troop platoon and corresponded with troops in Iraq Held a sponsor dance Member of National Junior Beta Club Hosted White Christmas ceremony & teacher appreciation events
CTI	To provide students with the tools necessary to become productive members of the world of work through involvement in activities such as OJT, community projects, and state leadership conferences and competitions.	Bradley Barnard	<u>Adopt-A-Read Program</u> <u>CTI Fall Leadership Conference</u> <u>CTI State Leadership Conference</u> <u>Volunteer Work Opportunities</u> <u>Resume' Building Activities</u> <u>Mock Interviews</u>
Dragons are Green	Reduce Reuse Recycle	<i>Bobby Timms</i>	
Drama Club	Provides opportunities to participate in all aspects of theater both on stage and back stage. One-Act Competition first semester, two plays second semester	<i>Leah Van Doren</i>	Three productions per year

**SPONSORED CLUBS AND ORGANIZATIONS
HIGH SCHOOL**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
Explorer Club	The Law Enforcement Explorer Club offers insight into the challenging field of law enforcement. Emphasis is made on character, team work, and knowledge. Participants will be given the opportunity to participate and learn how to become a law enforcement professional.	Rosemary Wigington	
Fellowship of Christian Athletes FCA	An organization comprised of individuals seeking to live out their faith on and off campus. Open to any individual (doesn't have to be a member of an athletic team) at PHS who wishes to fellowship with other Christian young people.	Todd Geren	FCA/UGA Game Day Meet Weekly Joy House Thanksgiving Celebration Special Needs Valentines Day Dance
4-H Club	Service club affiliated with the Georgia Cooperative Extension Service. In 4-H, youth learn life skills they will benefit from forever. Most 4-H programs center around three areas; leadership, citizenship, and life skills.	Clarcy Kirby	District Project Achievement Meet and discuss fundamentals of being a 4-H Member (Good citizenship, life skills, and leadership).
Future Business Leaders of America (FBLA)	To bring business and education together in a positive working relationship through innovative leadership and career development programs. We bring our mission to life through the application of our motto: Service, Education, and Progress.	TBA	<i>Attend various leadership conferences throughout the year and participate in many community service projects.</i>
Future Farmers of America (FFA)	<i>To assist students in developing leadership skills, life skills, and career skills that can lead to successful careers in Agriculture, Natural Resources, and Environmental Science.</i>	Joe Wright & Jason Cantrell	<i>Career Development Events Leadership Development Activities Community Service Projects Supervised Agriculture Experience Programs</i>
HealthCare HOSA	To allow students to develop leadership skills and occupational skills in the health care field, and to encourage students to become active in community projects.	Leslie Zuidema	Sponsor two Red Cross drives Support of the Special Olympics Attend Region & State Conferences
Interact Club	A service organization affiliated with the Rotary Club.	Gail Culbreth	Community can-a-thon at Thanksgiving Attend Rotary meetings Pennies for Patients – for Leukemia Society Shoebboxes for children – gifts at Christmas

**SPONSORED CLUBS AND ORGANIZATIONS
HIGH SCHOOL**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
Leo Club	To provide the youth with an opportunity for development and contribution, individually and collectively, as responsible members of the local, national, and international community.	Lawton Baggs	Assist with White Christmas Volunteer with Pickens Animal Rescue Supplies for local nursing homes
OCTAGON CLUB	<i>Students with a common goal of making our communities a better place through volunteerism. JOOI (Junior Optimist Octagon International) is a service-learning organization that connects all JOOI clubs throughout the United States, Canada and the Caribbean. This club develops leadership, friendship and may involve travel reaping satisfaction that you have made a worthwhile contribution to the world.</i>	TBA	<i>Students participate in school and community service projects and activities that promote the Optimist goal of bringing out the best in children and the community.</i>
Partners Club	To support and assist Special Olympic athletes in training and competition at out local Special Olympics. Members help to provide social opportunities for the athletes by sponsoring activities for them such as dances, bowling parties, movie nights, hay rides, and skate nights. The club displays a strong bond of friendship and loyalty between club members and our special students on and off the field.	Curtis Freeman	Provide social opportunities for athletes Sponsor activities such as dances, movie night.
Photography Club	Expand knowledge and appreciation of photography in both digital and film formats	Michelle Henson	Photo Competitions Local field trips, seasonal photos, sporting events End of year exhibits
Prom Committee	Open to all junior class members. Responsible for assisting with fund raising, event planning, and decorating for the Junior/Senior Prom.	Michelle Henson & Christi Hobgood	
Reading Bowl	To promote reading, learn about literature and enjoy competing with other school teams associated with Helen Ruffin Reading Bowl in the state of Georgia.	Jessica Adams & Will Nix	Compete in the Helen Ruffin Reading Bowl

**SPONSORED CLUBS AND ORGANIZATIONS
HIGH SCHOOL**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
Skills-USA	<i>Skills-USA is a national nonprofit student organization serving 285,000 students enrolled in career and technical training programs at high schools and colleges. Skills-USA's programs provide students with opportunities to learn and practice leadership as well as employment skills.</i>	<i>Tommy Tatum</i>	<i>Canned Food Drive Participate in White Christmas Program Attend and compete at the Regional and State Level</i>
Spirit Club	To promote school spirit among students and faculty.	Lauren Bail	Participation in homecoming activities Sponsorship of Winter Spirit Week
Student Government Association	The Student Government Association is comprised of Student Council representatives and Class Officers. The Student Government's purpose is to teach students the principles of representative democracy in order to make them more effective citizens and participants in our local, state and national governments; to encourage leadership qualities; to foster a strong community spirit within the school; to establish close cooperation among the students, faculty and staff of PHS; and to promote the general welfare of the school and greater community.	Christi Hobgood & Michelle Henson	
S.T.A.R.S.	To provide 10th, 11th, & 12th graders an opportunity to grow in leadership skills as they influence younger students and provide support for those students.	<i>Bobby Timms</i>	
Technology Student Association (TSA)	To prepare students to be successful leaders and responsible citizens in a technological society through co-curricular activities within the technology education program.	Angela Quarles	Chapter officer retreat Technology day at National Fair Fall Conference at Jekyll Island State Leadership Conference

**SPONSORED CLUBS AND ORGANIZATIONS
HIGH SCHOOL**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
<i>Thespian Troupe</i>	<i>The Thespian Organization is an invitation only honorary group within the Drama Club, including students who have participated in a minimum of 100 hours in two or more theater productions..</i>	<i>Leah VanDoren</i>	<i>Selected members will attend a state leadership conference and the state theater festival. Members will observe other high school's performances.</i>
Travel Club	This club is open to any student who will be a high school Freshman-Senior during even numbered years when a planned educational international tour will take place. Travel Club will promote international awareness and show educational opportunities available in the world. Before joining the club students must turn in a signed form from their parents to indicate interest in the upcoming year.	Jessica Adams	Plan and carry out club fundraisers Travel every other year to a new location on an educational international tour through Education First (EF) Tours
Young Democrats	The Young Democrats is a club dedicated to the policies and views of the Democratic Party. The club's goal is not only to teach partisan politics but to instill the ideas of citizenship and public service to our young people. We would also like to teach history of the party and the programs that are in place because of the Democratic Party. We would also like to increase the base of the Democratic Party by providing an ideological base for the young people of Pickens County.	Rick Sells	Students will participate in a voter registration drive to seek greater participation on election day and play a role in Democratic Party participation
Young Life	Young Life's mission is to introduce adolescents to Jesus Christ helping them grow in faith. We accomplish this mission by going where adolescents are, spending time and building relationships with them. Young Life provides experiences that are fun, adventurous and life-changing.	Tommy Tatum	

**SPONSORED CLUBS AND ORGANIZATIONS
HIGH SCHOOL**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
Young Republicans	The goal of the Young Republican Club at Pickens County High School is to encourage the activities of the Republican Party and its ideals. To bring young people into the Republican Party, giving them an opening to find political expression and recognition. To collect, analyze, discuss and report information concerning political affairs and philosophy. To promote, coordinate, and advise activities sponsored by the Young Republicans	<i>TBA</i>	Coordinating efforts with the Pickens County Republican Party Help with fund raising Ushering, waiting tables at Republican Party events Campaign sign placement Assist with voter registration
Young Writers	An outlet for students who enjoy creative writing.	Brenda Dial	Encourage and share student writings Invite guest speakers Produce school literary magazine "The Vision"



Pickens County Schools

Graduation and Life Preparation for ALL

◆ 100 D.B. Carroll Street ◆ Jasper, GA. 30143 ◆
◆ Phone (706) 253-1700 ◆ Fax (706) 253-1705 ◆ Information Line (706) 253-1710 ◆
<http://www.pickenscountyschools.org>

Harmony Elementary School 550 Harmony School Road, Jasper 30143 FAX Number Afterschool Program	706-253-1840 706-253-1845 706-253-1842
Hill City Elementary School 600 Hill Circle, Jasper 30143 FAX Number Afterschool Program, Ext. 234	706-253-1880 706-253-1885 706-253-1880
Jasper Elementary School 158 Stegall Drive, Jasper 30143 FAX Number Afterschool Program	706-253-1730 706-253-1735 706-253-1731
Tate Elementary School 5630 Highway 53 East, Tate 30177 FAX Number Afterschool Program, Ext. 256	706-253-1860 706-253-1865 706-253-1860
Jasper Middle School 339 West Church Street, Jasper 30143 FAX Number	706-253-1760 706-253-1765
Pickens Middle School 1802 Refuge Rd., Jasper 30143 FAX Number	706-253-1830 706-253-1835
Pickens High School 500 Dragon Drive, Jasper 30143 FAX Number	706-253-1800 706-253-1815
Pickens County Head Start 529 Head Start Road, Tate 30177 FAX Number	770-735-3434 770-735-4915
North Star 121 D.B. Carroll Street, Jasper 30143 FAX Number	706-253-1790 706-253-1795

Mountain Education Center 121 D.B. Carroll Street, Jasper 30143 FAX Number	706-253-1750 706-253-1755
School Nutrition Services 100 D. B. Carroll Street, Jasper 30143 FAX Number	706-253-1700 706-253-1708
Special Education Department 100 D. B. Carroll Street, Jasper 30143 FAX Number	706-253-1700 706-253-1712
Maintenance 328 Harmony School Road, Jasper 30143 FAX Number	706-253-1725 706-253-1724
Technology 159 Stegall Drive, Jasper 30143 FAX Number	706-253-1772 706-253-1771
Transportation 330 Harmony School Rd., Jasper 30143 FAX Number	706-253-1727 706-253-1729
Jasper Ombudsman Program 91 D. B. Carroll Street, Jasper 30143 Fax Number	706-253-2023 706-253-2024



School's In! Don't be OUT!

It's the law

Pickens County Schools

