
It is the purpose of the Glynn County Board of Education to operate each school in a manner that will provide an orderly process of education and that will provide for the welfare and safety of all students who attend the schools within the district. In accordance with that purpose, the Board of Education has adopted a policy which requires all schools to adopt codes of conduct which require students to conduct themselves at all times in order to facilitate a learning environment for themselves and other students. These standards for behavior require students to respect each other and school district employees, to obey student behavior policies adopted by the Board and to obey student behavior rules established at each school within the district.

The school's primary goal is to educate, not to punish; however, when the behavior of an individual student comes in conflict with the rights of others, corrective actions may be necessary for the benefit of that individual and the school as a whole. Accordingly, students shall be governed by policies, regulations and rules set forth in the Code of Conduct.

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-related activity, function or event and while traveling to and from such events;
- On school buses and at school bus stops.

Also, students may be disciplined for conduct off campus which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process.

Major offenses including, but not limited to, drug and weapon offenses can lead to schools being named as an Unsafe School according to the provisions of State Board Rule 160-4-8-.16, UNSAFE SCHOOL CHOICE OPTIONS.

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

AUTHORITY 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.

AUTHORITY OF THE TEACHER

The Superintendent fully supports the authority of principals and teachers in the school system to remove a student from the classroom pursuant to provisions of state law.

Each teacher shall comply with the provisions of O.C.G.A. § 20-2-737 which requires the filing of a report by a teacher who has knowledge that a student has exhibited behavior that repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in his or her class or with the ability of such student's classmates to learn, where such behavior is in violation of the student Code of Conduct. Such report shall be filed with the principal or designee on the school day of the most recent occurrence of such behavior, shall not exceed one page, and shall describe the behavior. The principal

or designee shall, within one school day after receiving such a report from a teacher, send to the student's parents or guardian a copy of the report and information regarding how the student's parents or guardians may contact the principal or designee.

The principal or designee shall notify in writing the teacher and the student's parents or guardian of the discipline or student support services which has occurred as a result of the teacher's report within one school day from the imposition of discipline or the utilization of the support services. The principal or designee shall make a reasonable attempt to confirm that the student's parents or guardian has received the written notification, including information as to how the parents or guardian may contact the principal or designee.

PROGRESSIVE DISCIPLINE PROCEDURES

When it is necessary to impose discipline, school administrators and teachers will follow a progressive discipline process. The degree of discipline to be imposed by each school official will be in proportion to the severity of the behavior of a particular student and will take into account the student's discipline history, the age of the student and other relevant factors.

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 any violation of this Code of Conduct:

- Warning and/or Counseling with a School Administrator or Counselor
- Behavior Contract
- Loss of Privileges
- Isolation or Time Out
- Removal from Class or Activity
- Notification of Parents
- Parent Conference
- Detention
- Placement in an Alternative Education Program
- In-School Suspension
- Short-term Suspension
- Saturday School
- Referral to Social Worker
- Referral to a Tribunal for Long-term Suspension or Expulsion
- Suspension or Expulsion from the School Bus
- Student Transition and Recovery (STAR)
- 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.

The maximum punishments for an offense include long-term suspension or expulsion, including permanent expulsion, but those punishments will be determined only by a disciplinary tribunal as outlined in the Board of Education policies.

Parents or students may elect not to contest whether a student has violated the Code of Conduct or the appropriate discipline, and in such cases, an agreement may be negotiated which would include the parents or students waiving a right to a hearing before a disciplinary tribunal. Such an agreement and waiver must be approved also by the disciplinary tribunal or hearing officer in accordance with local board policy.

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.

School officials 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. 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.

BEHAVIOR WHICH WILL RESULT IN DISCIPLINARY PROCEDURES

The degree of discipline imposed will be in accordance with the progressive discipline process unless otherwise stated.

Possession, sale, use in any amount, distribution, or being under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturates, marijuana, drug paraphernalia or alcoholic beverage or other intoxicant. K-5 (Level 4, 5) 6-12 (Level 1, 2, 3, 4)

Possession, distribution, attempted sale or sale of substances represented as drugs or alcohol. K-5 (Level 4, 5) 6-12 (Level 1, 2, 3, 4)

Sale, attempted sale, distribution, or being under the influence of a prescription or over-the-counter drug. School nurses must dispense all medication. K-5 (Level 4, 5) 6-12 (Level 1, 2, 3, 4)

Possession or use of a weapon or dangerous instrument as provided for in Code Section 16-11-127.1. The term weapon is defined in Code Section 16-11-127.1 and for the purpose of this policy includes any object which is or may be used to inflict bodily injury or to place another in fear for personal safety or well-being. The following things may be defined as dangerous weapons: any pistol, revolver or any weapon designed or intended to propel a missile of any kind, or any dirk, any bat, club, or other bludgeon-type weapon, any stun gun taser, bowie knife, switchblade knife, ballistic knife, any other knife, straight-edge razor or razor blade, spring stick, metal knucks, chains, blackjack, or any flailing instrument consisting of two or more rigid parts connected in such a way as to allow them to swing freely, which may be known as a nanchaki, or fighting chain, throwing star, or oriental dart, or any weapon of like kind. A student shall not possess, use, handle, or transmit any object that reasonably can be considered a weapon. Students who possess firearms on campus will be subject to a minimum of a one calendar year suspension and will be referred to law enforcement officials. K-5 (Level 4, 5) 6-12 (Level 4)

Verbal assault, including threats of violence or bodily harm and/or sexual assault or harassment, of teachers, administrators, other school personnel, other students, or persons attending school-related functions. Any threat or attempt to physically harm another person or any act which reasonably places another person in fear of physical harm. (Example: threatening language or swinging at someone in an attempt to strike). Immediate suspension and automatic referral to a disciplinary tribunal if a student is alleged to have committed an assault upon a teacher or other school personnel; possible referral to a disciplinary tribunal if a student is alleged to have committed an assault upon another student or a person attending a school-related function. K-5 (Level 3, 4) 6-12 (Level 2, 3, 4)

Physical assault or battery, including sexual battery, of other students, or persons attending school-related functions. Intentionally making physical contact with another person in an insulting, offensive, or provoking manner or in a way that physically harms the other person. There is the possibility

of referral to a disciplinary tribunal if a student is alleged to have committed battery upon another student or a person attending a school-related function. K-5 (Level 3, 4, 5) 6-12 (Level 3, 4)

Physical violence against a teacher, school bus driver, or other school personnel.

1) Immediate suspension and automatic referral to the disciplinary tribunal if a student is alleged to have committed an act of physical violence against a teacher or other school personnel; expulsion for the remainder of the student's eligibility to attend public schools for acts of physical violence found by a tribunal to have intentionally made physical contact which causes physical harm to another unless such physical contact or physical harm was in defense of himself or herself, as provided in Code Section 16-3-21; or the Board may authorize the student to attend alternative school for the period of the expulsion; provided, however, that if such student is in kindergarten through grade six, then the Board upon the recommendation of the tribunal may permit the student to re-enroll in regular programs for grades 9 through 12; and provided further that if the Board does not operate an alternative education program for grades kindergarten through grade six, then the Board may permit the student in kindergarten through grade six who commits such an act to re-enroll in the public school system. The student shall be referred to juvenile court with a request for a petition alleging delinquent behavior.

2) Possible punishments may include expulsion, long-term suspension, or short-term suspension for students found by a tribunal to have intentionally made physical contact of an insulting or provoking nature with the person of another.

Bus Misbehavior

The following specific provisions shall govern student conduct and safety on all school buses:

1) All provisions of the Student Code of Conduct apply to behavior on the school bus, including but not limited to, acts of physical violence as defined by Code Section 20-2-751.6, bullying as defined by subsection (a) of the Code Section 20-2-751.4, physical assault or battery of other persons on the school bus verbal assault of other persons on the school bus, disrespectful conduct toward the school bus driver or other persons on the school bus, and other unruly behavior;

2) A meeting of the parent or guardian of the student and appropriate school district officials must be held to form a school bus behavior contract whenever:

- A student is found to have engaged in bullying; or
- A student is found to have engaged in physical assault or battery of another person on the school bus.

The school bus behavior contract shall provide for age-appropriate discipline, penalties, and restrictions for student misconduct on the bus. Provisions may include, but are not limited to, assigned seating, ongoing parental involvement, and suspension from riding the bus.

These provisions regarding use of a bus behavior contract are not to be construed to limit the instances when other code of conduct violations may require use of a student bus behavior contract.

3) Students shall be prohibited from using any electronic devices during the operation of a school bus, including but not limited to cell phones, pagers, audible radios, tape or compact disc players; or any other electronic device in a manner that might interfere with the school bus communication equipment or the school bus driver's operation of the school bus; and

4) Students shall be prohibited from using mirrors, lasers, flash cameras, or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of the school bus.

Disrespectful conduct, including use of vulgar or profane language, toward teachers, administrators, other school personnel, other students, or persons attending school-related functions. K-5 (Level 1, 2) 6-12 (Level 1, 2)

Any behavior based on a student's race, national origin, sex, or disability that is unwelcome, unwanted, and/or uninvited by the recipient is prohibited, including verbal or non-verbal taunting, physical contact, unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature, up to and including sexual harassment as used in connection with Title IX of the Education Amendments of 1972. K-5 (Level 1, 2, 3) 6-12 (Level 1, 2, 3)

Possession or use of tobacco in any form and related paraphernalia are prohibited. K-5 (Level 3, 4) 6-12 (Level 1, 2)

Damaging or defacing personal property, including the property of another student or any person legitimately at the school, or school property (vandalism or graffiti) during school hours or off-school hours. K-5 (Level 2, 3, 4) 6-12 (Level 1, 2, 3, 4)

Theft/Burglary. Unlawful entry into a building or other structure with the intent to commit a crime. This applies to school buildings or activities related to a school function. 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. K-5 (Level 2, 3, 4) 6-12 (Level 1, 2, 3, 4)

Extortion or attempted extortion. Obtaining money or goods from another student by violence, threats, or misuse of authority. K-5 (Level 1, 2, 3, 4) 6-12 (Level 1, 2)

Possession and/or use of fireworks or any explosive. The term "fireworks" means 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. K-5 (Level 2, 3, 4) 6-12 (Level 2, 3, 4)

Activating a fire alarm under false pretenses or making a bomb threat. K-5 (Level 2, 3, 4) 6-12 (Level 2, 3, 4)

Insubordination, disorderly conduct, disobeying school rules, regulations, or directives; disobeying directives given by teachers, administrators, or other school staff. K-5 (Level 1, 2, 3, 4) 6-12 (Level 1, 2, 3, 4)

Classroom and school disturbances. 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. K-5 (Level 1, 2) 6-12 (Level 1, 2)

Violation of school dress code. See Board Policy JCDB K-5 (Level 1, 2, 3) 6-12 (Level 1, 2)

Use of profane, vulgar, or obscene words or indecent exposure. K-5 (Level 1, 2) 6-12 (Level 1, 2)

Students in grades K-12 will not be permitted to use electronic communication and listening devices, including cellular phones and pagers during the school day. If these items are found in use during the school day, they will be confiscated by school personnel and returned to parents or guardians only. With valid identification, parents or legal guardians may pick up items at the school's front office. K-5 (Level 1, 2, 3, 4) 6-12 (Level 2, 3)

Inappropriate public displays of affection. Sexual intercourse, sexual contact, or other unlawful behavior or contact intended to result in sexual gratification without force or threat of force and where the

victim is capable of giving consent. This includes indecent exposure and obscenity. K-5 (Level 1, 2, 3) 6-12 (Level 1, 2, 3)

Gambling or possession of gambling devices. 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. K-5 (Level 1, 2, 3, 4) 6-12 (Level 1, 2)

Moving and non-moving driving violations. K-5 (NA) 6-12 (Level 1, 2, 3)

Giving false information to school officials. K-5 (Level 1, 2) 6-12 (Level 1, 2)

Falsifying, misrepresenting, omitting or erroneously reporting information regarding instances of alleged inappropriate behavior by a teacher, administrator or other school employee toward a student. K-5 (Level 1, 2, 3, 4) 6-12 (Level 1, 2, 3, 4)

Cheating on school assignments. K-5 (Level 1, 2, 3) 6-12 (Level 1, 2)

Unexcused absence, chronic tardiness, skipping class, leaving campus without permission, truancy, failure to comply with compulsory attendance law. K-5 (Level 1, 2) 6-12 (Level 1, 2, 3)

Threats, Intimidation and Bullying. Threats and/or intimidation may include such activities as any expression of an intention to inflict loss, harm or fear on another. Bullying may include any willful attempt to threaten to inflict injury on another person, when accompanied by an apparent present ability to do so, or any intentional display of force that might give the victim reason to fear or expect immediate bodily harm. Georgia law mandates that upon a finding 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. K-5 (Level 3, 4, 5) 6-12 (Level 2, 3,4)

Inciting, advising, or counseling of others to engage in prohibited acts. K-5 (Level 2, 3, 4) 6-12 (Level 2, 3, 4)

Willful and persistent violation of the student Code of Conduct. K-5 (Level 2, 3, 4) 6-12 (Level 2, 3, 4)

Criminal law violations/Off-campus misconduct. A student whose conduct off campus could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process may be subject to disciplinary action, including in-school suspension, short-term suspension and referral to a disciplinary tribunal. K-5 (Level 2, 3, 4) 6-12 (Level 2, 3, 4)

DEFINITION OF TERMS

Alcohol: Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating alcoholic beverages or substances represented as alcohol during the school year. Use should be reported only if students are caught in the act of using, are tested and use found by an officer during/after arrest, or discovered in the course of investigating an incident to have used alcohol.

Arson: Unlawful and intentional damage or attempt to damage any real or personal property by fire or incendiary device. Examples include firecrackers, fireworks and trash can fires if they are contributing factors to a damaging fire. Without a fire, firecrackers and fireworks are included in the WEAPONS code. This category does not include a simple act of lighting a match.

Bus Suspension: The student is suspended from the bus for a specified period of time by the local school administrator. The student is expected to attend school, but the parents are responsible for providing transportation to school.

Computer Trespass: Unauthorized use of a computer or computer network with the intent of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s), or data. This includes entering or downloading pornographic content into school computers.

Detention: A requirement that the student report to a specified school location and to a designated teacher or school official to make up work missed. Detention may require the student's attendance before school or after school. Students are given one day's warning so that arrangements for transportation can be made by the parents or guardians.

Disciplinary Probation: A student found guilty of certain offenses may be placed on probation by the local school and/or the Student Disciplinary Panel. Probation is a trial period during which a student violating school and/or school system rules is subject to further disciplinary action.

Due Process: A student is afforded oral or written notice of the charges against him/her and is given an opportunity for a review, hearing or other procedural rights in accordance with state and federal laws.

Expulsion: Suspension of a student from a public school beyond the current school quarter or semester. Such action may be taken only by a disciplinary tribunal.

In-School Suspension: Removal of a student from class(es) or regular school program and assignment of that student to an alternative program isolated from peers.

Student Disciplinary Panel: A three-member panel composed of an administrator, teacher, counselor, a social worker or other school officials. The Panel hears evidence presented by the school system, the student, and parents when a student is referred by the local school principal or his/her designee. The Panel has the authority to make decisions ranging from returning the student to the local school to recommending permanent expulsion of the student.

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.

Transmission: The passing of any substance, article, or weapon to another person.

Truancy: Any child subject to compulsory attendance who during the school calendar year has more than five days of unexcused absences shall be deemed truant. According to state law, the consequences for truancy may include the possible denial of or suspension of a driver's license.

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.

Zero Tolerance: There will be consequences for serious drug, weapon, and youth gang/hate group offenses on school property or at a school activity, function or event. The school system will be proactive. Each individual case will be reviewed.

STUDENT SUPPORT PROCESSES

The 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.

PARENTAL INVOLVEMENT

This Code of Conduct is based on the expectation that parents, guardians, teachers and school administrators will work together to improve and enhance student behavior and academic performance and will communicate freely their concerns about, and actions in response to, student behavior that detracts from the learning environment. School administrators recognize that two-way communication, through personal contacts, is extremely valuable; therefore, they provide information to parents as well as on-going opportunities for school personnel to hear parents' concerns and comments.

Parents and students should contact the principal of the school if specific questions arise related to the Code of Conduct.

The Code of Conduct specifies within its standards of behavior various violations of the Code which may result in a school staff member's request that a parent or guardian come to the school for a conference. Parents are encouraged to visit the schools regularly and are expected to be actively involved in the behavior support processes designed to promote positive choices and behavior.

The General Assembly of Georgia requires that this code of conduct include language encouraging parents and guardians to inform their children about the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.

Georgia law mandates that any time a teacher or principal identifies a student as a chronic disciplinary problem, the principal shall notify by telephone call and by mail the student's parent or guardian of the disciplinary problem, invite the parent or guardian to observe the student in a classroom situation, and request at least one parent or guardian to attend a conference to devise a disciplinary and behavioral correction plan.

Georgia law also states that before any chronic disciplinary problem student is permitted to return to school from a suspension or expulsion, the school shall request by telephone call and by mail at least one parent or guardian to schedule and attend a conference to devise a disciplinary and behavioral correction plan.

The law allows a local board of education to petition the juvenile court to require a parent to attend a school conference. If the court finds that the parent or guardian has willfully and unreasonably failed to attend the conference requested by the principal pursuant to the laws cited above, the court may order the parent or guardian to attend such a conference, order the parent or guardian to participate in such programs or such treatment as the court deems appropriate to improve the student's behavior, or both. After notice and opportunity for hearing, the court may impose a fine, not to exceed \$500, on a parent or guardian who willfully disobeys an order of the court under this law.

ELEMENTARY PROGRESSIVE DISCIPLINE

This progressive discipline model is divided into five levels. Each level represents progressively more serious misbehavior and consequences. The level of discipline imposed shall be based on the severity of the misbehavior.

Level 1 Discipline

Level 1 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.

Professional staff members may utilize any of the discipline management techniques appropriate for the situation, including, but not limited to the following:

1. Classroom detention after-school.
2. Loss of recess or other free choice time.
3. Isolation during lunch.
4. Classroom isolation from peers.
5. Student participation in conference with parent/guardian and teacher.
6. Participation in a school service project which enables the student to be engaged in the desired character trait(s).
7. Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and the related character trait(s).

The principal may utilize any of the above discipline management techniques, and/or may employ:

1. Student participation in conference with parent/guardian, teacher, and/or principal.
2. Restriction from school programs and special assemblies.
3. Assignment to after-school detention hall.
4. Partial day in-school suspension (ISS).
5. Full day in-school suspension (ISS) for one school day.
6. Participation in the cleaning/repair of any damage caused to the school-related environment.
7. Any other disciplinary technique that positively promotes the student Code of Conduct and desired character trait(s).

Level 2 Discipline

Level 2 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.

Students guilty of Level 2 offense may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

1. Student participation in conference with parent/guardian, teacher and/or principal.
2. Restriction from programs and special assemblies.
3. Assignment to after-school detention hall.
4. Assignment to lunchtime detention hall.
5. Partial day in-school suspension (ISS).
6. Full day in-school suspension (ISS) for up to five school days.
7. Suspension from school for up to three school days, which shall include any time during which the student was subject to suspension pending investigation.
8. Participation in the cleaning/repair of any damage caused to the school-related environment.
9. Financial restitution for the repair of any damage caused to the school-related environment.
10. Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and the related character trait(s).
11. Participation in a school service project which enables the student to be engaged in the desired character trait(s).
12. Any other disciplinary technique that positively promotes the student code of conduct and desired character trait(s).

Note: Level 2 differs from Level 1 in that it omits classroom detention, classroom isolation, loss of recess, and lunch isolation, while adding assignment to lunch detention hall, increasing the maximum number of days in ISS from one to five, adding financial restitution for the repair of any damage caused to the school-related environment, providing for out-of-school suspension for up to three days, and prompting consideration of behavior support services.

Level 3 Discipline

Level 3 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 three school days, pending disciplinary investigation of the allegations. Student and parent/guardian participation in a conference with the principal is an 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.

Students guilty of a Level 3 offense may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

1. Restriction from programs and special assemblies.
2. Full day in-school suspension (ISS) for up to ten school days.
3. Suspension from school for up to five school days, which shall include any time during which the student was subject to suspension pending investigation.

4. Participation in the cleaning/repair of any damage caused to the school-related environment.
5. Financial restitution for the repair of any damage caused to the school-related environment.
6. Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior and the related character trait(s).
7. Participation in a school service project which enables the student to be engaged in the desired character trait(s).
8. Any other disciplinary technique that positively promotes the student Code of Conduct, and desired character trait(s).

Note: Level 3 differs from Level 2 in that it requires student and parent/guardian participation in a conference with the principal for any discipline incident in this category, omits assignments to detention hall, omits partial day assignments to ISS, increases the maximum number of days in ISS from five to ten, provides an option to immediately suspend a student from school for up to three school days in situations in which the health, safety, or well-being of others is at-risk during the disciplinary investigation, and increases the maximum number of out-of-school suspension days from three to five.

Level 4 Discipline

Level 4 discipline offenses represent the most serious acts of misconduct. These offenses must be immediately reported to the principal. 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 three school days, pending disciplinary investigation of the allegations. Student and parent/guardian participation in a conference with the principal is an 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.

Students guilty of a Level 4 offense may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including but not limited to the following:

1. Restriction from programs and special assemblies.
2. Suspension from school for up to ten school days, which shall include any time during which the student was subject to suspension pending investigation.
3. Participation in the cleaning/repair of any damage caused to the school-related environment.
4. Financial restitution for the repair of any damage caused to the school-related environment.
5. Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and the related character trait(s).
6. Participation in a school service project which enables the student to be engaged in the desired character trait.
7. Any other disciplinary technique that positively promotes the student Code of Conduct and desired character trait(s).
8. Expulsion.

Note: Level 4 differs from Level 3 in that it requires student and parent/guardian participation in a conference with the principal for all discipline incidents in this category, and increases the maximum number of days suspended from school from five to ten.

Level 5 Discipline

Level 5 discipline is utilized for students whose behaviors cause them to be excluded from the regular school program. Examples of Level 5 behavior include chronically disruptive behavior, extremely violent behavior, and weapon possession. Because Level 5 discipline results in placement in a separate alternative educational program for no less than ten days, students in this discipline level have benefit of due process, such as the process provided by the school discipline tribunal or the procedural safeguards and other requirements identified in the 1997 federal Individuals with Disabilities Education Act and the Georgia Board of Education's special education rules.

MIDDLE AND HIGH SCHOOL PROGRESSIVE DISCIPLINE PLAN

This progressive discipline model is divided into four levels. Each level represents progressively more serious misbehavior and consequences. The level of discipline imposed shall be based on the severity of the misbehavior

Level 1 Discipline

Level 1 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.

Professional staff may utilize any of the discipline management techniques appropriate for the situation, including but not limited to the following:

1. Classroom detention after school.
2. Isolation during lunch.
3. Classroom isolation from peers.
4. Student participation in conference with parent/guardian and teacher.
5. Participation in a school service project which enables the student to be engaged in the desired character trait(s).
6. Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior and the related character trait(s).

The principal may utilize any of the above discipline management techniques, and/or may employ:

1. Student participation in conference with parent/guardian, teacher, and/or principal.
2. Restriction from school programs and special assemblies.
3. Assignment to after-school detention hall.
4. Partial day in-school suspension (ISS).
5. Full-day in-school suspension (ISS) for up to three school days.
6. Participation in the cleaning/repair of any damage caused to the school-related environment.
7. Any other disciplinary technique that positively promotes the student Code of Conduct and desired character trait(s).

Level 2 Discipline

Level 2 discipline offenses are intermediate acts of misconduct which require administrative intervention. These acts include, but are not limited to, repeated, but 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.

Students guilty of a Level 2 offense may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

1. Student participation in conference with parent/guardian, teacher, and/or principal.
2. Restriction from programs and special assemblies.
3. Assignment to after-school detention hall.
4. Assignment to lunchtime detention hall.
5. Partial day in-school suspension (ISS).
6. Full day in-school suspension (ISS) for up to five school days.
7. Suspension from school for up to three school days, which shall include any time during which the student was subject to suspension pending investigation.
8. Participation in the cleaning/repair of any damage caused to the school-related environment.
9. Financial restitution for the repair of any damage caused to the school-related environment.
10. Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior, and the related character trait(s).
11. Participation in a school service project which enables the student to be engaged in the desired character trait(s).
12. Any other disciplinary technique that positively promotes the student code of conduct and desired character trait(s).

Note: Level 2 differs from Level 1 in that it omits classroom detention, classroom isolation, and lunch isolation, adds assignment to lunch detention hall, increases the maximum number of days in ISS from three to five, adds financial restitution for the repair of any damage caused to the school related environment, provides for out-of-school suspension for up to three days, and prompts consideration of behavior support services.

Level 3 Discipline

Level 3 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 three school days pending disciplinary investigation of the allegations. Student and parent/guardian participation in a conference with the principal is an 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. Due process procedures required by federal and state law will be followed. These may include such procedures as the school disciplinary tribunal

and/or procedural safeguards provided by the 1997 Individuals with Disabilities Education Act.

Students guilty of a Level 3 offense may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

1. Restriction from programs and special assemblies.
2. Full day in-school suspension (ISS) for up to 15 school days.
3. Suspension from school for up to five school days, which shall include any time during which the student was subject to suspension pending investigation.
4. Placement in an alternative education program for up to one semester, and until such a time as the student meets the exit requirements for the alternative school program.
5. Participation in the cleaning/repair of any damage caused to the school-related environment.
6. Financial restitution for the repair of any damage caused to the school-related environment.
7. Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior and the related character trait(s).
8. Participation in a school service project which enables the student to be engaged in the desired character trait(s).
9. Any other disciplinary technique that positively promotes the student Code of Conduct and desired character trait(s).

Note: Level 3 differs from Level 2 in that it requires student and parent/guardian participation in a conference with the principal for any discipline incident in this category, omits assignments to detention hall, omits partial day assignments to ISS, increases the maximum number of days in ISS from five to 15, increases the number of days for out-of-school suspension from three to five days, provides an option to immediately suspend a student from school for up to three school days in situations in which the health, safety or well-being of others is at-risk during the disciplinary investigation, and adds alternative school placement options.

Level 4 Discipline

Level 4 discipline offenses are the most serious acts of misconduct. These offenses must be immediately reported to the principal. 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 three school days, pending disciplinary investigation of the allegations. Student and parent/guardian participation in a conference with the principal is an 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. Due process procedures required by federal and state law will be followed. These may include such procedures as the school disciplinary tribunal and/or procedural safeguards provided by the 1997 Individuals with Disabilities Education Act.

Students guilty of a Level 4 offense may receive any of the discipline management techniques appropriate for the situation as determined by the principal or designee, including, but not limited to the following:

1. In-school suspension (ISS) for up to 30 school days
2. Suspension from school for up to ten school days, which shall include any time during which the student was subject to suspension pending investigation.
3. Placement in an alternative education program for up to two semesters, and until such a time as the student meets the exit requirements for the alternative school program.
4. Expulsion from the regular school program for up to one calendar year.
5. Participation in the cleaning/repair of any damage caused to the school-related environment.
6. Financial restitution for the repair of any damage caused to the school-related environment.
7. Development of a written or graphic representation that reflects understanding of the specific misbehavior, the nature of the expected behavior and the related character trait(s).
8. Participation in a school service project which enables the student to be engaged in the desired character trait.
9. Any other disciplinary technique that positively promotes the student Code of Conduct and desired character trait(s).

Note: Level 4 differs from Level 3 in that it requires student and parent/guardian participation in a conference with the principal for all discipline incidents in this category, eliminates restriction from programs and activities as an independent consequence, increases the maximum number of days in ISS from 15 to 30, increases the length of placement in an alternative school program from up to one semester to up to two semesters, increases the maximum number of days suspended from school from five to ten, and provides for expulsion for up to one calendar year.