

Lula Mae Perry, Ed. D.  
Superintendent



**Board of Education**  
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August 2015

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 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. Please become familiar with the Code and give careful attention to the Pickens County Discipline Matrix (pages 47-51) 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 who work to produce quality student performance.

We appreciate your cooperation in helping us enforce these important policies, 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 Pickens County Board of Education, we thank you for your continued support and commitment to helping us build one of the finest school systems in North Georgia.

In the interest of children,

Mike Cowart  
Board Chair



Lula Mae Perry, Ed.D.  
Superintendent



**Graduation and Life Preparation for All**



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**Notice of Rights of Students and Parents under Section 504**

I have reviewed and understand my child’s rights, and my own, under the Section 504 plan as outlined on pages 40-43 of the Pickens County Schools Student Code of Conduct.

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Name

**CLUBS AND/OR ORGANIZATION INFORMATION**

Pickens County School District recognizes the importance of student involvement in school sponsored clubs and organizations. As part of the 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

**Bring Your Own Device Parental Acknowledgement**

I have reviewed in the Pickens County Schools Student Code of Conduct, pages 29-31, Pickens County Schools Computer and Network Resources Student Responsible Use Guidelines (Bring Your Own Device). I further understand that violations of the Acceptable Use Guidelines may cause a student’s access privileges to be revoked, disciplinary action, and /or appropriate legal action to be taken.

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Name

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 twenty (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.

**IDO NOT WANT** my child to participate in the Safe & Drug Free Survey \_\_\_\_\_ initial

I have received and reviewed a copy of the 2015-2016 Pickens County Schools Student Code of Conduct and I have reviewed the attendance requirements beginning on page 32, 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 a student’s residence or telephone number.

I have received the Federal Programs Notifications beginning on page 36.

\_\_\_\_\_  
Student’s Name

\_\_\_\_\_  
Student’s Signature

\_\_\_\_\_  
Parent’s Name

\_\_\_\_\_  
Parent’s Signature

\_\_\_\_\_  
Parent/Guardian Telephone Number

\_\_\_\_\_  
School

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**BOARD POLICY:****Descriptive Code: JCDA****Student Code of Conduct****Date: November 4, 1994****Revised: July 10, 2015**

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; and
- 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 promptly return 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; and/or
- 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 (RTI)**

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 (SST), school counselors, chronic disciplinary problem student plans, peer mentoring, tutoring, Response to Intervention (RTI), etc.

## **Parental Involvement**

The Pickens County 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. These suggestions regarding additions, changes, or deletions should be submitted in writing 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. *New Jersey v. TLO or Clump v. Nazareth Area School District.*

## **Progressive Disciplinary Procedures**

When it is necessary to impose discipline, school administrators and teachers will follow a progressive discipline process by referencing the Code of Conduct Discipline Matrix (pgs. 48-52). 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 Pickens County Schools' Student 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 programs 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. Permanent expulsion may only be imposed by a disciplinary tribunal or the Pickens County 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.

**A. 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. 15-16).
5. Use or possess tobacco products, tobacco paraphernalia, or any simulated tobacco products of any form. Refer to school tobacco policy to include E-cigarettes or any vaporizing device not intended for medical use.
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, property, 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, 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 pgs. 13-14).
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 inappropriate bodily contact to include kissing or displays of affection.
20. Indecent exposure of private body parts.
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. 30-32).
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, steal or attempt to steal, real or personal property of the school or personal property of any person legitimately at the school, 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, 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. 14-15).
33. Participate or be involved in a gang.
34. Possess unauthorized prescription or nonprescription drugs.

**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. It is the policy of the Pickens County Board of Education to maintain an educational and working environment that is free from sexual harassment, including harassment or bullying based on sexual orientation. 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 designated 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 of a local school system (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:
  - a. 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;
  - b. Has the effect of substantially interfering with a student's education;
  - c. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or,
  - d. Has the effect of substantially disrupting the orderly operation of the school.

The term applies to acts which occur on school property, on school vehicles, at designated 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 of a local school system. The term also applies to acts of cyberbullying which occur through the use of electronic communication, whether or not electronic act originated on school property or with school equipment, if the electronic communication (1) is directed specifically at students or school personnel, (2) is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school, and (3) creates a reasonable fear of harm to the students' or school personnel's person or property or has a high likelihood of succeeding in that purpose. Electronic communication includes, but is not limited to, any transfer of signs, signals, writings, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or optical system.

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 implemented and what other steps 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 handbook.

#### **G. Alcohol/Drug/Inhalant Use**

1. 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. 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. 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 Pickens County Disciplinary Matrix pgs. 48-52). Any herb/synthetic drugs or drug paraphernalia is also subject to disciplinary consequences. Immediately upon such suspension, the principal or assistant principal shall notify the proper law enforcement authority as to the violation.

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 school 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, or 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**

It is the policy of the Pickens County Board of Education that a student shall not possess, use, handle or transmit any object that reasonably can be considered a weapon. Weapons may include, but are not limited to:

1. Any handgun, firearm, rifle, shotgun or similar weapon; any explosive compound or incendiary device; or, any other dangerous weapon as defined in O. C. G.A. 16-11- 121, including a rocket launcher, bazooka, recoilless rifle, mortar, or hand grenade.
2. Any hazardous object, including 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, knuckles, whether made from metal, thermoplastic, wood, or other similar material, 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 nonlethal air gun, and any stun gun or taser. Such item

shall not include any of these instruments used for classroom work authorized by the teacher.

Students who possess any weapon described in paragraph 1 in violation of this policy will be subject to a minimum of one calendar year expulsion. The superintendent shall have the authority either before or after the student is referred for a tribunal hearing to reduce the mandated one-year expulsion under circumstances where the one-year expulsion appears excessive to the superintendent. The tribunal shall also have the authority to modify such expulsion requirement on a case-by-case basis in determining the appropriate punishment. Finally, in any tribunal decision appealed to the board of education, the board may reduce the mandated punishment but shall consider whether the superintendent and/or tribunal considered a reduction and any rationale in denying such a reduction.

Students who possess other weapons or hazardous objects as described in Paragraph 2 will be subject to discipline as specified in the student code of conduct.

**Reporting Requirements:**

Any employee who has reasonable cause to believe that a student possesses a weapon as defined in paragraph 1, is involved in an assault using a weapon as defined in paragraph 2, or is involved in a second offense with a weapon on campus must report such violations to the principal or assistant principal of the school. If the principal has reasonable cause to believe that such report is valid, he/she must immediately make an oral report to the Superintendent and to the appropriate law enforcement authority and district attorney.

The student's parents or guardian will be notified immediately of his/her child's involvement in any activity involving weapons.

Students will be given a copy of the Code of Conduct, which includes a statement of prohibited conduct with regard to weapons and possible disciplinary actions.

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

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 20USC1401 (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.

**Students with Disabilities Unrelated to 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 constitute sexual harassment.

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

1. Verbal or written harassment or abuse
2. Pressure for sexual activity
3. Repeated remarks to a person with sexual or demeaning implications
4. Suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one’s 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 Pickens County Board’s legal obligations, and with the necessity to investigate allegations of misconduct and take corrective action when this conduct has occurred.

Title VI Coordinator	706-253-1700
Title IX Coordinator	706-253-1700
Exceptional Student Service Director	706-253-1700
ADACoordinator	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 Department	706-253-1727
Student Service Department	706-253-1700

“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 20-2-118]**

## **J. Transportation --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 a written report is made 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.

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 administrators determine 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.

**1. Pickens County School Bus Rules:**

- a. Comply with the Student Code of Conduct, including school specific rules of conduct and consequences.
- b. Students should be at the bus stop preferably **5 minutes** before the bus arrives, waiting in a **safe place**, away from traffic, and **12 feet** from where the bus stops.
- c. Students crossing the roadway in the a.m. will do so only after the bus has stopped, the student has looked at the bus driver for the hand signal, and has looked in both directions for traffic. Students exiting the bus in the p.m. will look in both directions, especially to their right at the bottom of the steps before disembarking.
- d. Cooperate with the driver by sitting in your assigned seat.  
Student must remain properly seated back against the back of the seat, bottom against the bottom of the seat, keeping their hands to themselves until time to exit the bus. The bus driver's command, the air brakes being applied, and the open service door will signal the release from your seat.
- e. 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**).
- f. Students will refrain from using loud voices, profanity, and/or obscene gestures. 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 is a major offense when broken**).
- g. Keep head, hands, and feet inside the bus, and keep all personal items out of the aisle.
- h. Students will assist in maintaining a clean bus by refraining from eating or drinking on the bus, excluding students participating in extracurricular activities.
- i. Electronic devices may not be used in a manner that interferes with the bus communication equipment or the safe operation of the bus; therefore, electronic devices may be used only with headphones. 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.
- j. Pickens County School System is not responsible for lost, damaged, or stolen property.
- k. 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.
- l. Students who receive food from the Weekend Snack Program are not allowed to have food open during transportation on the school bus.

**2. 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:

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

### **3. 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, insulin for diabetes, and Diastat . [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 A.M.**

If a Pickens County student misses his/her assigned bus in the a.m., 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 P.M. TO RECEIVE STUDENTS**

If a Pickens County student is under the age of 9 years old, or rides a special needs bus, and is delivered home when no one is there to receive him/her, the driver will return the student to the school where the parent may pick them up. For students that ride a special needs bus, the driver will return the student to school unless otherwise determined by the child's IEP committee. **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 his/her assigned bus or who 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 daycare 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 shall be assigned one stop location in the morning and one stop location in the afternoon.

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 at the bus stop.

When otherwise safe routines are disrupted, the driver, student, or parent may be distracted and place students at risk. Drivers must focus on the assigned students who 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**

The Pickens County School District Student Dress Code was developed through the direction of the Superintendent and with the cooperation of parents, students, teachers, and administrators. The purpose of a dress code is to promote an orderly learning environment in our schools while preparing all students for later success in the world of work. Students of the Pickens County School District are expected to dress in a manner that is conducive to a good learning environment. Additionally, the administration reserves the right prohibit an item of clothing if that clothing creates a potential safety or injury risk to the individual student or others; or, if the item of clothing creates a reasonable disruption to the school environment. In matters of opinion, the judgement of the principal shall prevail.

Beginning in the fall of the 2015-16 school year, a new process has been developed to outline the proper length of shorts, dresses, and skirts. A 3 x 5 business card is used as the standard when measuring the length of shorts, skirts, and dresses worn by Pickens Middle and High School students. Shorts should be **no more than 5 inches** above the knee. Dresses and skirts should measure **no more than 3 inches** above the knee. An index card can be used when purchasing products for the school year, and will be used accordingly by faculty and staff if an item of clothing is worn by a student that appears to be shorter than the required length.

**Unacceptable items** include, but are not limited to:

- Articles that may reasonably be considered to be a safety hazard or potential weapon
- Extremely oversized, over-length, or baggy clothing items (pants must be worn at the waist)
- Garments that expose midriff or chest area; see through clothing (front or back)
- Halter and/or tank tops

- Pajamas, sleep/loungewear
- Hats, caps, bandanas, and other head gear (except for medical, or religious, purposes)
- Coats and jackets exceeding knee length
- Clothing , accessories, or body art depicting gang affiliation, racial or ethnic slurs, hate speech, vulgar/obscene/subversive/sexually explicit language or images
- Clothing promoting products such as tobacco, alcohol, e-cigarettes, illegal drugs, etc.
- Shoes with cleats or wheels;
- Large, long or heavy chains;
- Dog collars;
- Baby pacifiers;
- Sunglasses inside the building, except for medical necessity
- Garments with holes above the knees
- Spandex/Yoga Pants; however, leggings **are** acceptable as long as it is worn with clothing (shirt/skirt) over the article that meets the required length

The dress code for grades **K-5** should follow closely with the dress code for grades 6-12. The difference/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 its 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 felonious 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.

1. The following guidelines are to be used when corporal punishment is administered:
  - a. Only the principal or his/her designee will administer corporal punishment.
  - b. Corporal punishment must not be unduly severe.
  - c. Due process for the student must be provided.
  - d. Corporal punishment shall not be used as the first line of punishment for misbehavior.
  - e. 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.
  - f. The student's parents will be provided a written explanation of the reason for the punishment and the name of those present.

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 (OSS)**

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. Grading policies will be established at the school level under the direction of the administration. O.C.G.A. 20-2-989.20. Parents may be notified of a suspension prior to the day the suspension begins. A suspended student may not return to any school campus (trespassing) 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)**

The 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.

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

- a. Students must bring all books, papers, and pencils needed to complete assignments.
- b. Students will be assigned and expected to remain in individual cubicles or desks.
- c. A student will not leave the assigned work area without permission from the in-house instructor.
- d. Students will not talk in the in-school center unless directed to do so by the instructor.
- e. 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.
- f. Students will have two breaks a day or as necessary as approved by the instructor.
- g. Student behavior is expected to be satisfactory and is documented daily on a checklist.
- h. Students assigned to the ISS program cannot participate in any school activities during the school day.
- i. 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.

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

- a. 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.
- b. The principal will suspend the uncooperative student from school 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.
- c. 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.
- d. 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, 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/her 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. Within ten (10) calendar days of the closing of the record, the disciplinary tribunal shall render its decision in writing.
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 borne 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 (10) 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 a written notice of appeal within twenty days from the date the decision is rendered with the superintendent or designee. 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, party grievances 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.

## **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 ensure 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.

1. **Students using school technology resources shall not:**
  - a. 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.
  - b. Send, download, display, or distribute information that advocates violence and/or destruction of property or other violations of legal statutes
  - c. Use obscene language
  - d. Harass, insult, or attack others
  - e. Use technology resources for non-educational purposes
  - f. Damage computers, computer systems, or computer networks
  - g. 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
  - h. Violate copyright laws
  - i. Use others' passwords
  - j. Trespass in others' folders, work, or files
  - k. Intentionally waste limited resources (e.g. paper, disk space, cartridge ink, etc.)
  - l. Employ the network for commercial purposes

- m. Assist a public campaign for election of any person to any office (excluding student elections to school office)
- n. Engage in any other such behaviors as may violate existing school and board policies

A student and his/her parents will be responsible for damages and will be liable for costs incurred for service or repair.

**2. 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.

**3. Safety Issues:**

- a. Any on-line communication should always be at the direction and with the supervision of a teacher.
- b. Never provide last name, address, telephone number, or school name online.
- c. 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.
- d. Never send a photo of yourself or anyone else.
- e. Never arrange a face-to-face meeting with someone you meet on-line.
- f. Never open attachments or files from unknown senders.
- g. Always report to a teacher any inappropriate sites that you observe being accessed by another user or that you browse accidentally.

**4. 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 to 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 is 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.
- y. Students should follow the guidelines below when performing Internet searches at school.

5. **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 and must be done with teacher supervision.

6. **Middle:**

Students in grades 6-8 may only perform unsupervised Internet searches using a student safe search engine. A search using any other search engine must be conducted with teacher supervision. No unauthorized cell phone or other mobile device usage allowed.

7. **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.

8. **Consequences of Violations:**

- a. Violations may result in a loss of access.
- b. Additional disciplinary action may be determined at the school level with the Code of Conduct Disciplinary Matrix.

**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.

### **1. 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. **Ten unexcused days of absence for a student shall constitute a separate offense of truancy. However, the Pickens County Truancy Ordinance allows only five (5) unexcused absences before a referral is made to Magistrate Court. 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).

### **2. 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:

- a. Personal illness or attendance in school endangers a student's health or the health of others (re: Communicable Disease Policy) GANA/JGCC.
- b. A serious illness or death in a student's immediate family necessitating absence from school.
- c. 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.
- d. Observing religious holidays, necessitating absence from school.
- e. Conditions rendering attendance impossible or hazardous to student health or safety.
- f. 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.
- g. 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. Any other absence not explicitly defined herein but deemed by the local school board of education to have merit based on circumstance must be approved in advance by an administrator.

**3. 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.
- b. Serving as a page of the Georgia General Assembly or Student Teen Election Participant (STEP).
- c. Assigned to in-school suspension.
- d. Participating in a school- sponsored function.
- 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.**

**4. 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.

**5. 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. Grading policies will be established at the school level under the direction of the administration, pursuant to O.C.G.A 20-2-989.20.

**6. Teenage and Adult Driver Responsibility Act**

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. 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):

- a. **Is enrolled in and not under expulsion from a public or private school; or**
- b. **Is enrolled in a home education program that satisfies the reporting requirements of all state laws governing such program.**

**7. A Non-Compliant Student Is One Who:**

- a. Has dropped out of school and is not enrolled in a public/ private school, or home school program; or
- b. 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:

- Threatening, striking, or causing bodily harm to a teacher or other school personnel
- Possession or sale of drugs or alcohol on school property or at a school sponsored event
- 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
- Any sexual offense prohibited under Chapter 6 of Title 16
- Causing substantial physical or visible bodily harm to or seriously disfiguring another person, including another student O.C.G.A. § 40-5-22 (1.a)
- 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**.

## 8. 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/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. **Parents are required to keep the school updated any time there is a change in a child’s residence or telephone number.**

Upon the **third (3rd)** unexcused absence, the school will notify the parent/guardian by mail and by telephone.

Upon the **fifth (5th)** total unexcused absence, a letter will be mailed to the parent/guardian; a call will go out to parent/guardian; and a referral will be made to the attendance officer or school social worker. At this time, the Student Services Department will contact the parent/guardian to schedule an Attendance Support Team (AST) meeting. If the attempts to schedule an AST meeting are ignored, the parent will be referred to Magistrate Court where a fine will be enforced.

Upon the **seventh (7<sup>th</sup>)** unexcused absence, a letter will be mailed to the parent/guardian and a call will go out to parent/guardian. If unexcused absences occur after the AST meeting, and an attendance contract has been signed, a direct referral to court may be made by the Attendance Officer or Social Worker for breach of contract.

If a student continues to be truant or excessively absent, upon the **tenth (10)** unexcused absence, the Attendance Officer or School Social Worker is authorized to make a truancy referral to Juvenile Court.

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 (10) ten days of absences (excused or unexcused) were recorded the prior school year; however, more than ten (10) days of absences (excused or unexcused) in the current school year may require the parent to obtain medical documentation for any absences for the remainder of the school year.
- c. More than (3) three absences have been recorded in a grading period or semester.

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.

#### **9. Tardies or Early Checkouts**

Upon the **(5th) fifth** unexcused 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** unexcused 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 with the principal or designee.

Upon the **(10th) tenth** unexcused tardy and/or early checkout, the school will enforce appropriate consequences deemed necessary by progressive disciplinary actions. These consequences may include, but not limited to, afterschool detention, missed recess, etc.

#### **10. 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.

#### **11. 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.

- a. 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.
- b. 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.

- c. Appropriate school personnel shall withdraw students retroactive to the first day of the consecutive absences.

An unemancipated 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

## **Family Educational Rights and Privacy Act (FERPA) Directory Information**

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Pickens County Schools, with a few exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Pickens County Schools may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with district procedures. The primary purpose of directory information from your child's education records in certain school publications. Examples include but are not limited to:

- A playbill showing your student's role in a drama production
- Annual yearbook
- Honor roll or other lists of recognition
- Graduation programs
- Sports activity sheets such as wrestling, i. e. showing weight and height of team members

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses, and telephone listings – unless parents have advised the LEA they do not want their student's information

disclosed without their prior written consent.

If you do not want Pickens County Schools to disclose directory information from your child's education records without prior written consent, you must notify the district in writing. Pickens County Schools has designated the following information as directory information: Note: an LEA may, though not required, include all the information listed below.

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. A student's SSN, whole or in part, may not be used for this purpose.

### **Elementary and Secondary Education Act**

In compliance with the requirements of the National Elementary and Secondary Act (Title II a), you have the right to request information about your child's teachers' training and credentials. The following information may be requested:

- whether the teacher met the Georgia Professional Standards Commission requirements for certification for the grade level and subject areas in which the teacher provides instruction
- whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived
- what undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration
- whether your child is provided services by paraprofessionals, and if so, their qualifications

Parents may request such information by contacting the administrator at the school or Dr. 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.pickenscountyschools.org](http://www.pickenscountyschools.org) or contact Sherry Martin, Federal Programs Director, at 706-253-1700, ext. 427.

## **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 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 Sherry Martin, Federal Programs Director, or Amberle Godfrey, Parent Involvement Coordinator, at 706-253-1700.

## **Flexible Learning Program**

In 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>.

## **Section 504**

Section 504 is a part of the Rehabilitation Act of 1973 that prohibits discrimination based upon disability. Section 504 is an anti-discrimination, civil rights statute that requires the needs of students with disabilities to be met as adequately as the needs of the non-disabled are met. Pickens County Schools provide a non-discriminatory learning environment for all students.

## **Notice of Rights of Students and Parents under Section 504**

Section 504 of the Rehabilitation Act of 1973, commonly referred to as "Section 504," is a nondiscrimination statute enacted by the United States Congress. The purpose of Section 504 is to prohibit discrimination and to assure that disabled students have educational opportunities and benefits equal to those provided to non-disabled students.

For more information regarding Section 504, or if you have questions or need additional assistance, please contact your local system's Section 504 Coordinator at the following address:

**100 D.B. Carroll Street  
Jasper, GA. 30143  
706-253-1700**

The implementation of regulations for Section 504 as set out in 34 CFR Part 104 provides parents and/or students with the following rights:

1. Your child has the right to an appropriate education designed to meet his or her individual educational needs as adequately as the needs of non-disabled students. 34 CFR 104.33.

2. Your child has the right to free educational services except for those fees that are imposed on non-disabled students or their parents. Insurers and similar third parties who provide services not operated by or provided by the recipient are not relieved from an otherwise valid obligation to provide or pay for services provided to a disabled student. 34 CFR 104.33.
3. Your child has a right to participate in an educational setting (academic and non-academic) with non-disabled students to the maximum extent appropriate to his or her needs. 34 CFR 104.34.
4. Your child has a right to facilities, services, and activities that are comparable to those provided for non-disabled students. 34 CFR 104.34.
5. Your child has a right to an evaluation prior to a Section 504 determination of eligibility. 34 CFR 104.35.
6. You have the right to not consent to the school system's request to evaluate your child. 34 CFR 104.35.
7. You have the right to ensure that evaluation procedures, which may include testing, conform to the requirements of 34 CFR 104.35.
8. You have the right to ensure that the school system will consider information from a variety of sources as appropriate, which may include aptitude and achievement tests, grades, teacher recommendations and observations, physical conditions, social or cultural background, medical records, and parental recommendations. 34 CFR 104.35.
9. You have the right to ensure that placement decisions are made by a group of persons, including persons knowledgeable about your child, the meaning of the evaluation data, the placement options, and the legal requirements for least restrictive environment and comparable facilities. 34 CFR 104.35.
10. If your child is eligible under Section 504, your child has a right to periodic reevaluations, including prior to any subsequent significant change of placement. 34 CFR 104.35.
11. You have the right to prior notice of any actions by the school system regarding the identification, evaluation, or placement of your child. 34 CFR 104.36.
12. You have the right to examine your child's educational records. 34 CFR 104.36.
13. You have the right to an impartial hearing with respect to the school system's actions regarding your child's identification, evaluation, or educational placement, with opportunity for parental participation in the hearing and representation by an attorney. 34 CFR 104.36.
14. You have the right to receive a copy of this notice and a copy of the school system's impartial hearing procedure upon request. 34 CFR 104.36.
15. If you disagree with the decision of the impartial hearing officer (school board members and other district employees are not considered impartial hearing officers), you have a right to a review of that decision according to the school system's impartial hearing procedure. 34 CFR 104.36.

You have the right, at any time, to file a complaint with the United States Department of Education's Office for Civil Rights.

## Section 504 Procedural Safeguards

1. **Overview:** 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, the failure of 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.
2. **Hearing Request Must Include:**
  - a. The name of the student.
  - b. The address of the residence of the student.
  - c. The name of the school the student is attending.
  - d. The decision that is the subject of the hearing.
  - e. The requested reasons for review.
  - f. The proposed remedy sought by the grievant.
  - g. The name and contact information of the grievant.

Within 10 business days from receiving the request for hearing from the grievant, the Section 504 coordinator will acknowledge the request for hearing in writing and schedule a time and place for a hearing. If the written request for hearing does not contain the necessary information noted above, the Section 504 coordinator will inform the grievant of the specific information needed to complete the request. All timelines and processes will be stayed until the request for hearing contains the necessary information noted above.

3. **Mediation:** The school system may offer mediation to resolve the issues detailed by the grievant in his or her request for hearing. Mediation is voluntary and both the grievant and school system must agree to participate. The grievant may terminate the mediation at any time. If the mediation is terminated without an agreement, the school system will follow the procedures for conducting an impartial hearing without an additional request for hearing.
4. **Hearing Procedures:** Available on Request.
5. **Decision:** The impartial review official shall issue a written determination within 20 calendar days of the date the hearing concluded. The determination of the impartial review official shall not include any monetary damages or the award of any attorney’s fees.
6. **Review:** If not satisfied with the decision of the impartial review official, any party may pursue any right of review, appeal, cause of action, or claim available to them under the law or existing state or federal rules or regulations.



RE: SB-10 and Georgia Special Needs Scholarship

Dear Parent/Guardian:

As a parent/guardian of a student who receives special education services in the Pickens County School District, you have the option to exercise public and private school choice. Under a new state law passed by the Georgia State Legislature in 2007, parents of students who receive special education may choose to transfer their child to another public school or private school in Georgia.

### **Public School Choice Options**

**Option 1.** A parent may request a transfer to another public school within his/her school system as long as available space exists at the school, and the school has a program with the services agreed to in the student's existing individualized education program. If the parent chooses this option, then the parent will be responsible for transportation to the school.

**Option 2.** The parent may request a transfer to a school in another school system if there is available space and the system and school have a program with the services agreed to in the student's existing individualized education program. A school system must agree to accept the student; however, if the parent chooses this option and the school system accepts the child, then the parent shall be responsible for transportation to a school in that system.

**Option 3.** The parent may also request a transfer to one of the state schools for the deaf and/or blind operated by the state Board of Education. Acceptance into a state school will depend if that setting is appropriate for the student's needs. If the parent chooses this option, then the parent shall be responsible for transportation to the state school. Please contact the Georgia Department of Education for more information about transferring to a state school.

### **Private School Choice Option**

If you are interested in transferring your child to a private school in Georgia, you may be able to take advantage of a Georgia Special Needs Scholarship. These scholarships provide funding that can be used to offset tuition costs at participating private schools in the state of Georgia.

### **SB 10 – Special Needs Scholarship Program**

The Georgia Special Needs Scholarship (GSNS) Program is a parental choice program for special needs students attending Georgia public schools who are served under an Individualized Education Plan (IEP). Important information regarding the GSNS program can be found at <http://www.gadoe.org/external-affairs-and-policy/policy/pages/special-needs-scholarship-program.aspx>.

Thanks,

Shelley Goodman, Ed. D.  
Director of Special Programs  
706-253-1700 Phone  
706-253-1712 Fax

## 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** - 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 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.

**PBIS** – Positive Behavioral Interventions and Supports is an evidence-based, data-driven framework proven to reduce disciplinary incidents, increase a school’s sense of safety, and support improved academic outcomes.

**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** - A student who 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.**

## **CODE OF CONDUCT MATRIX AND PROGRESSIVE DISCIPLINE**

The Pickens County School System Code of Conduct Discipline Matrix is designed to provide administrators and teachers a guideline for implementing interventions and consequences for student behavior. The interventions and consequences are progressively more intense if student misbehavior continues. The matrix is built on a progressive discipline philosophy and is designed to create the expectation that the degree of consequences imposed by each school will be in proportion to the severity of the behavior of the student, the previous discipline history of the student, and other relevant factors while ensuring that each student receives the due process mandated by law. **Positive Behavioral Interventions and Supports (PBIS) is an evidence-based, data-driven framework proven to reduce disciplinary incidents, increase a school's sense of safety, and support improved academic outcomes.**

Principals have the authority and discretion to impose interventions and consequences ranked higher on the matrix than indicated for each behavior.

In case of disciplinary violations not covered within the discipline matrix, the principal may impose corrective measures which he/she believes to be in the best interest of the student involved and the school.

### **Descriptions of Disciplinary Consequences**

**Level I (Mild)** 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. 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 II (Moderate)** 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 disciplinary 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 III (Severe)** 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.

# PICKENS COUNTY SCHOOLS CODE OF CONDUCT DISCIPLINE MATRIX

**Disclaimer: Principal has discretion to make appropriate decisions regarding infractions and consequences**

Disciplinary Infraction	Level	Definition of Infraction
<b>(32) Academic Dishonesty</b> Receiving or providing unauthorized assistance on classroom projects, assignments or exams	1	Intentional receiving or providing of unauthorized assistance on classroom projects, assessments and assignments. May include but is not limited to failure to cite sources.
	2	Intentional plagiarism or cheating on a minor classroom assignment or project. Includes but is not limited to Intentional dishonesty on minor classroom projects, assignments, homework, etc.
	3	Intentional plagiarism or cheating on a major exam, statewide assessment or project or the falsification of school records. Includes but is not limited to cheating on major exams, statewide assessments or other state mandated academic work; Includes the falsification of school records; forgery; Level 3 may be used for students that violate the school policy on academic dishonesty three or more times during the same school year.
<b>Accessory</b>		Causes someone else to commit a violation, helps in commission of violation; or advises, encourages, hires or procures acts in concert with another to commit violation.
<b>(01) Alcohol</b> Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or consumption of intoxicating alcoholic beverages or substances represented as alcohol. Students under the influence of alcohol may be included if it results in disciplinary action.	1	<b>Unintentional</b> possession of alcohol
	2	Under the influence of alcohol <b>without possession</b>
	3	Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or consumption of alcoholic beverages or substances represented as alcohol
<b>(03) Battery</b> Intentional touching or striking of another person to intentionally cause bodily harm. (Note: The key difference between battery and fighting and is that fighting involves mutual participation.)	1	Intentional physical attack with the intent to cause bodily harm resulting in <b>no bodily injuries</b> . Includes but not limited to pushing, hitting, kicking, shoving, pinching, slapping, and other intentional physical confrontations
	2	Intentional physical attack with the intent to <b>cause bodily harm resulting in mild or moderate bodily injuries</b> . Includes but not limited to pushing, hitting, kicking, shoving, pinching, slapping, and other physical confrontations that result in mild or moderate injuries
	3	Intentional physical attack with the intent to cause bodily harm resulting in <b>severe injuries or any physical attack on school personnel</b> ; Level 3 may be used for students that violate the school policy on battery three or more times during the same school year. Includes but not limited to choking, pushing, hitting, kicking, shoving, pinching, slapping, and other physical confrontations resulting in severe injuries; Includes any physical attack on school personnel; includes incidents serious enough to warrant calling the police or security
<b>(29) Bullying</b> A pattern of behavior, which may include written, verbal, physical acts, or through a computer, computer system, computer network, or other electronic technology occurring on school property, on school vehicles, at designated school bus stops, or at school related functions that is so severe, persistent, or pervasive so as to have the effect of substantially interfering with a student's education, threatening the educational environment, or causing substantial physical harm or visibly bodily harm.	1	<b>First Offense</b> of bullying as defined in Georgia Code Section 20-2-751.4. Includes but is not limited to a pattern of unwanted teasing, threats, name calling, intimidation, harassment, humiliation, hazing, physical attacks, extortion, social exclusion, coercion, spreading of rumors or falsehoods, gossip, stalking, or using any type of electronic means to harass or intimidate
	2	<b>Second</b> incident of bullying as defined in Georgia Code Section 20-2-751.4. Includes but is not limited to a pattern of unwanted teasing, threats, name calling, intimidation, harassment, humiliation, hazing, physical attacks, extortion, social exclusion, coercion, spreading of rumors or falsehoods, gossip, stalking, or using any type of electronic means to harass or intimidate
	3	<b>Repeated acts</b> , as defined in Georgia Code Section 20-2-751.4, occurring on school property or school possession that is a willful attempt or threat to inflict injury, or apparent means to do so, any display of force that puts victim at fear of harm, any written, verbal or physical act that threatens, harasses, or intimidates; causes another person physical harm; interferes with a student's education; so severe and pervasive intimidated or threatens educational environment.
<b>(04) Breaking/Entering Burglary</b>	3	Unlawful or unauthorized forceful entry into a school building or vehicle (with or without intent to commit theft). <b>**Note: The key difference between Trespassing and Breaking &amp; Entering-Burglary is that Trespassing does not include forceful entry into the school building. **</b>
<b>Bus Misconduct</b>		Refer to Pickens County BOE policy on Bus Conduct
<b>(33) Classroom Disruption- Outside</b> (Student Incivility)	1	Minor disruption that includes not following hallway, restroom, cafeteria and other school area behavior matrix rules
	2	Major disruption outside classroom that requires administrative intervention.
	3	Pattern of major disruptions during the same school year. Documentation of Tier 1-3 interventions implemented and effectiveness.
<b>(33) Classroom disruption</b> (Student Incivility)	1	Minor classroom disruption that includes not following classroom behavior matrix rules.
	2	Major classroom disruption that stops instruction for an extended period of time and requires administrative intervention.
	3	Pattern of major disruptions during the same school year. Documentation of Tier 1-3 interventions implemented and effectiveness.
<b>(05) Computer/Internet Misuse</b> Use of a school computer for anything other than instructional purposes or unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s) or data	2	Unauthorized use of school computer for anything other than instructional purposes. Includes but not limited to computer misuse, using computer to view inappropriate material, and violation of school computer use policy
	3	Unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging, obtaining confidential information or in any way causing the malfunction of the computer, network, program(s) or data; includes disclosure of a number, code, password, or other means of access to school computers or the school system computer network without proper authorization. Includes but not limited to hacking, using school computer to change or alter school records (grades, attendance, discipline, etc.)

Disciplinary Infraction	Level	Definition of Infraction
<b>(33) Defiance/Willful Refusal</b> (Student Incivility)	1	Failure to comply with instructions
	2	Blatant insubordination; willfully and defiantly refuses to immediately follow school staff directives
	3	Pattern of blatant insubordination; Documentation of Tier 1-3 interventions.
<b>(06) Disorderly Conduct</b> Any act that substantially disrupts the orderly conduct of a school function, substantially disrupts the orderly learning environment, or poses a threat to the health, safety, and/or welfare of students, staff or others. (Includes disruptive behaviors on school buses)	1	Creating or contributing to a moderate disturbance that substantially disrupts the normal operation of the school environment but doesn't pose a threat to the health or safety of others.
	2	Creating or contributing to a severe disturbance that substantially disrupts the normal operation of the school environment but doesn't pose a threat to the health or safety of others; may represent a repeat action.
	3	Creating or contributing to a severe disturbance that substantially disrupts the school environment or poses a threat to the health and safety of others. Level 3 may be used for students that violate the school policy on disorderly conduct three or more times during the same school year.
<b>(33) Disrespect to Teacher/Staff</b> (Student Incivility)	1	Disrespect to school personnel that is generally considered disrespectful actions.
	2	Inappropriate language directed towards school personnel.
	3	Pattern of major disruptions during the same school year. Documentation of Tier 1-3 interventions implemented and effectiveness.
<b>(31) Dress Code Violation</b> Violation of school dress code that includes standards for appropriate school attire	1	Non-invasive and non-suggestive clothing, jewelry, book bags or other articles of personal appearance. Pursuant to local dress codes, dress code violations for Level 1 may include but are not limited to bare feet; trousers, slacks, shorts worn below waist level; no body piercings; clothing that is excessively baggy or tight; skirts or shorts that are shorter than mid-thigh; sunglasses worn inside the building; hats, caps, hoods, sweatbands and bandanas or other head wear worn inside school building.
	2	Invasive or suggestive clothing, jewelry, book bags or other articles of personal appearance. Pursuant to local dress codes, dress code violations for Level 2 may include but are not limited to depiction of profanity, vulgarity, obscenity or violence; promote the use or abuse of tobacco, alcohol or drugs; creates a threat to the health and safety of other students; creates a significant risk of disruption to the school environment; clothing worn in such a manner so as to reveal underwear, cleavage or bare skin; spaghetti straps, strapless tops, halter tops, see-through or mesh garments or other clothing that is physically revealing, provocative or contains sexually suggestive comments.
<b>(07) Drug Possession</b> Unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance, or equipment or devices used for preparing or using drugs or narcotics; or any medication prescribed to a student or purchased over-the-counter and not brought to the office upon arrival to school	1	Unintentional possession of prescribed or over the counter medication. Does not include the possession of narcotics or any illegal drugs. Does not include auto-injectable epinephrine as properly administered pursuant to O.C.G.A. 20-2-776.
	2	Any medication prescribed to a student or purchased over-the-counter and not brought to the office upon arrival to school. Does not include auto-injectable epinephrine as properly administered pursuant to O.C.G.A. 20-2-776.
	3	Unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance, or equipment or devices used for preparing or using drugs or narcotics. Does not include auto-injectable epinephrine as properly administered pursuant to O.C.G.A. 20-2-776.
<b>(34) Electronic Violation</b> (Possession of Unapproved Items Level 1)	1	Use of any electronic device, including but not limited to paging devices, cellular phones, tablets, smart phones, walk-talkies, and similar devices for non-instructional purposes during instructional class time or in areas deemed off limits for electronic device use by administrator.
<b>(08) Fighting</b> Mutual participation in a fight involving physical violence where there is no one main offender and intent to harm. ** Note: The key difference between fighting and battery is that fighting involves mutual participation. **	1	A physical confrontation between two or more students with the intent to harm resulting in no bodily injuries; <b>no injuries</b> .
	2	A physical confrontation between two or more students with the intent to harm resulting in mild or moderate bodily injuries. <b>Mild or moderate Injuries</b> may include but are not limited to scratches, bloody noses, bruises, black eyes, and other marks on the body.
	3	A physical confrontation between two or more students with the intent to harm resulting in <b>severe bodily injuries</b> . Level 3 may be used for students that violate the school policy on fighting three or more times during the same school year. Repeated physical confrontations resulting in severe injuries that require medical attention.
<b>Gambling</b>		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.
<b>(35) Gang-related Activities</b> Any group of three or more students with a common name or common identifying signs, symbols, tattoos, graffiti, or attire which engage in school disruptive behavior	2	Wearing or possessing gang-related apparel; communicating either verbally or non-verbally to convey membership or affiliation with a gang. Examples include but not limited to possession or wearing of gang-related clothing, jewelry, emblems, badges, symbols, signs, or using colors to convey gang membership or affiliation; gestures, handshakes, slogans, drawings, etc. to convey gang membership or affiliation; committing any other illegal act or other violation of school policies in connection with gang- related activity.
	3	The solicitation of others for gang-membership, the defacing of school or personal property with gang-related symbols or slogans, threatening or intimidating on behalf of a gang, the requirement or payment for protection or insurance through a gang. Level 3 should be used for students who display a pattern of violating the school policy related to gang activity. Examples include but not limited to soliciting students for gang membership; tagging or defacing school or personal property with symbols or slogans intended to convey or promote membership or affiliation in any gang; requiring payment for protection, insurance, otherwise intimidating or threatening any person related to gang activity; inciting other students to intimidate or to act with physical violence upon any other person related to gang activity.
<b>(33) Inappropriate Language</b> (Student Incivility Level 1)		Use of vulgar or inappropriate language <b>towards another student</b> .

Disciplinary Infraction	Level	Definition of Infraction
<b>(30) Other- Attendance Related</b> Repeated or excessive unexcused absences or tardies; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions. Please see Compulsory School Attendance Law on page 33.	1	Repeated or excessive unexcused absences or tardies; including failure to report to class, skipping class (beyond 10 minutes), leaving school without authorization, or failure to comply with disciplinary sanctions. Examples include but not limited to repeated or excessive unexcused absences or tardies; including failure to report to class, skipping class, leaving school without authorization, or failure to comply with disciplinary sanctions.
	2	Violation of Compulsory School Attendance Law. Referral to Attendance Officer or School Social Worker with possible court referral.
	3	Violation of Compulsory School Attendance Law. Referral to Attendance Officer or School Social Worker with possible court referral.
<b>(40) Other Non-Disciplinary Event</b> This code is used exclusively for the reporting Physical Restraint. When the Incident Type = '40', then the Action Code must = '95' for Physical Restraint.		Event that does not warrant consequences, but may warrant intervention to include restraint.
<b>(33) Providing False Information</b> (Student Incivility)	2	Issuing false reports <b>on other students</b>
	2	Issuing false reports <b>to school personnel</b>
	3	Includes but not limited to issuing false reports on school staff. Examples include but not limited to false reports of ethics violations.
<b>(14) Sexual Battery</b>	3	Sexual misconduct against the person's will or where the victim did not or is incapable of giving consent; touching of private body parts of another person either through human contact or using an object forcibly or against the person's will or where the victim did not or is incapable of giving consent. Includes but is not limited to rape, fondling, child molestation, indecent liberties and sodomy.
<b>(15) Sexual Harassment</b> Non- physical and unwelcome sexual advances, lewd gestures or verbal conduct or communication of a sexual nature; requests for sexual favors; possession of sexually explicit images; gender-based harassment that creates an intimidating, hostile, or offensive educational or work environment	1	Comments that perpetuate gender stereotypes or suggestive jokes that are <b>not directed towards specific individuals</b> . Includes but not limited to insensitive or sexually suggestive comments or jokes.
	2	Comments that perpetuate gender stereotypes, suggestive jokes or lewd gestures that are <b>directed towards specific individuals or group of individuals</b> . Includes but not limited to insensitive or sexually suggestive comments or jokes.
	3	Physical or non-physical sexual advances; requests for sexual favors; Level 3 may be used for students that violate the school policy on sexual harassment three or more times during the same school year.
<b>(16) Sexual Offense</b> Unlawful sexual behavior, sexual contact without force or threat of force, or possession of sexually explicit images; can be consensual	1	Inappropriate sexually-based physical contact including but not limited to public groping, inappropriate bodily contact, or any other sexual contact not covered in levels 2 or 3. Examples include but not limited to public groping or inappropriate bodily contact.
	2	Inappropriate sexually-based behavior including but not limited to sexting, lewd behavior, possession of pornographic materials; simulated sex acts. Examples include but not limited to sexting; lewd behavior, possession of pornographic materials; simulated sex acts.
	3	Engaging in sexual activities on school grounds or during school activities. Examples include but not limited to sexual misconduct; prostitution; indecent exposure of private body parts
<b>(33) Taunting</b> (Student Incivility- Level 1)		Teasing, taunting, demeaning others, picking, emotional stress ( <b>not on a repeated basis</b> )
<b>(11)Theft/Larceny</b> The unlawful taking of property belonging to another person or entity (e.g., school) without threat, violence or bodily harm. (Note: The key difference between larceny/theft and robbery is that the threat of physical harm or actual physical harm is involved in a robbery.)	1	The unlawful taking of property belonging to another person or entity that does not belong to the student with a value between <b>\$25 and \$100</b> . Includes but not limited to theft by taking, theft by receiving stolen property, and theft by deception.
	2	The unlawful taking of property belonging to another person or entity that does not belong to the student with a value between <b>\$100 and \$250</b> . Includes but not limited to theft by taking, theft by receiving stolen property, and theft by deception.
	3	The unlawful taking of property belonging to another person or entity that does not belong to the student with a value <b>exceeding \$250</b> . Level 3 may be used for students that violate the school policy on larceny/theft three or more times during the same school year. Includes but not limited to theft by taking, theft by receiving stolen property, and theft by deception.
<b>(17) Threat/Intimidation</b> Any threat through written or verbal language or act which creates a fear of harm and/or conveys a serious expression of intent to harm or violence without displaying a weapon and without subjecting the victim to actual physical attack	2	Physical, verbal or electronic threat which creates fear of harm without displaying a weapon or subjecting victims to physical attack. Examples include but not limited to physical, verbal or electronic threats.
	3	School-wide physical, verbal or electronic threat which creates fear of harm without displaying a weapon or subjecting victims to physical attack; Note: Students that display a pattern of behavior that is so severe, persistent, or pervasive so as to have the effect of substantially interfering with a student's education, threatening the educational environment, or causing substantial physical harm, threat of harm or visibly bodily harm may be coded as bullying. Includes but not limited to bomb threats or unauthorized pulling of the fire alarm.
<b>(18) Tobacco Possession</b> Possession, use, distribution, or sale of tobacco products on school grounds, at school-sponsored events, and on transportation to and from school	1	Unintentional possession of tobacco products
	2	Use of or knowledgeable possession of tobacco products
	3	Distribution and/or selling of tobacco products; Level 3 may be used for students that violate the school policy on tobacco three or more times during the same school year.
<b>(19) Trespassing</b> Entering or remaining on a public school campus or school board facility without authorization or invitation and with no lawful purpose for entry. **Note: Trespassing does not include forceful entry into the school building.)	2	Entering or remaining on school grounds or facilities without authorization and with no lawful purpose
	3	Entering or remaining on school grounds or facilities without authorization and with no lawful purpose. Refusing to leave school grounds after a request from school personnel; Level 3 may be used for students that violate the school policy on trespassing three or more times during the same school year.

<b>Disciplinary Infraction</b>	<b>Level</b>	<b>Definition of Infraction</b>
<b>(20) Vandalism</b> The willful and/or malicious destruction, damage, or defacement of public or private property without consent.	2	Participation in the minor destruction, damage or defacement of school property or private property <u>without permission</u>
	3	Participation in the willful/malicious destruction, damage or defacement of school property or private property without permission; Level 3 may be used for students that violate the school policy on vandalism three or more times during the same school year.
<b>(22) Weapons/Knife</b> The possession, use, or intention to use any type of knife	1	Unintentional possession of a knife or knife-like item without intent to harm or intimidate
	2	Intentional possession of a knife or knife-like item without intent to harm or intimidate
	3	Intentional possession, use or intention to use a knife or knife-like item with the intent to harm or intimidate
<b>(25) Weapons/Handgun</b> Possession of a firearm that has a short stock and is designed to be held and fired by the use of a single hand; and any combination of parts from which a firearm described above can be assembled. NOTE: This definition does not apply to items such as toy guns, cap guns, bb & pellet guns (Pursuant to Gun-Free Schools Act – Public Law 107-110, Section 4141).	3	Intentional or unintentional possession or use of a handgun in a manner that could produce bodily harm or fear of harm
<b>(23) Weapons/Other</b> The possession, use, or intention to use any instrument or object that is used or intended to be used in a manner that may inflict bodily harm (does not include knives or firearms). It does include explosive devices.	2	Unintentional possession of a weapon, other than a knife or firearm, or simile of a weapon that could produce bodily harm or fear of harm. Includes but is not limited to razor blades, straight edge razors, brass knuckles, blackjacks, bats, clubs, nun chucks, throwing stars, stun guns, taser, etc.
	3	Intentional possession and use of any weapon, other than a knife or firearm, in a manner that could produce bodily harm or fear of harm. Includes, but is not limited to razor blades, straight-edge razors, brass knuckles, blackjacks, clubs, nun chucks, throwing stars, stun guns, taser, etc.
<b>(26) Weapons/Rifle</b> The term “rifle” means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. (Pursuant to Gun-Free Schools Act – Public Law 107-110, Section 4141)	3	Intentional or unintentional possession or use of a rifle or shotgun in a manner that could produce bodily harm or fear of harm.
<b>(26) Weapons/Other Firearms</b> Firearms other than handguns, rifles, or shotguns as defined in 18 USC921. Includes any weapon (including started gun) which will or is designed to or may readily be converted to expel a projectile by the action of any explosive; the frame or receiver of any weapon described above; any firearm muffler or firearm silencer; any destructive device, which includes any explosive, incendiary, or poison gas. (Pursuant to Gun-Free Schools Act – Public Law 107-110, Section 4141).		

**SPONSORED CLUBS AND ACTIVITIES  
MIDDLE SCHOOL**

<b>CLUB NAME</b>	<b>MISSION/PURPOSE</b>	<b>ADVISOR</b>	<b>PAST AND PLANNED ACTIVITIES</b>
<b>Academic Games and Activities (PCMS)</b>	This club teaches students positive academic and strategic games and activities that challenge students and provides them with healthy alternatives to sedentary living.	Zach Norton & Amber Waters	Participate in weekly educational activities or games. Part of the weekly enrichment and reward activities.
<b>Animal Lovers (PCMS)</b>	Open to all students who have a love for animals and would like to learn more about them.	Lynne Hope & Barbara Miller	Pet food drive to help our local humane society.
<b>Art Club (PCMS)</b>	Students are instructed in different techniques and mediums of art. Students are encouraged to attempt the different modalities of art presentation during club time.	<b>PCMS:</b> Courtney Smith, Dana Stone, and Abby Weaver	The Art Club meets after school throughout the school year. These dates are announced ahead of time to the students.
<b>Art of Cooking (PCMS)</b>	Students will learn the fundamental safety and presentation skills of home cooking.	Janice Curtis, Sonja Gordy, and Charlene Stirewalt	Snack presentation for seniors during the holidays.
<b>Chess Team (JMS and PCMS)</b>	Students are encouraged to attend and learn to play chess. Students learn how to improve their chess game by being exposed to different game strategies.	<b>JMS:</b> Jonathan Faix <b>PCMS:</b> Dakota Childers & Alan Jent	The Chess Club meets before and after school on designated days during the school year at JMS and PCMS.  Club Competition - JMS
<b>Chorus Club (JMS)</b>	JMS Chorus Club will span grades 6-8 incorporating vocal technique and choreography.	Allison Priest	Several performance opportunities throughout the Spring semester.
<b>Computers (PCMS)</b>	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 Callahan, Dakota Childers, Janice Curtis, Kim Haran, and Stacy Jent	Participate in weekly instrumental activities and practices.  Part of the weekly enrichment and reward activities.

**SPONSORED CLUBS AND ACTIVITIES  
MIDDLE SCHOOL**

<p style="text-align: center;"><b>4-H Club (JMS and PCMS)</b></p>	<p>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.</p>	<p><b>JMS:</b> Tammy Duncan <b>PCMS:</b> Michael Baker &amp; Jessica Sarten</p>	<p>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.</p>
<p style="text-align: center;"><b>Fellowship of Christian Athletes (FCA) JMS and PCMS</b></p>	<p>A service oriented club; open to all students interested in promoting Christian values within the realm of athletics.</p>	<p><b>JMS:</b> Suzette Hermann <b>PCMS:</b> Judy Pettigrew, Colby Shaw, and Tina Wheeler</p>	<p>Students participate with a monthly guest speaker. Students sponsor a White Christmas fundraiser.</p>
<p style="text-align: center;"><b>Geography Bee or Bowl (JMS)</b></p>	<p>Students study world geography and compete in selected geography competitions.</p>	<p>Jolain Brownell</p>	<p>Student regional winners compete in state finals.</p>
<p style="text-align: center;"><b>Georgia Agricultural Organization (FFA) JMS and PCMS</b></p>	<p>A service oriented club designed to promote careers in agriculture.</p>	<p><b>JMS:</b> Todd Dobson <b>PCMS:</b> Todd Dobson &amp; Amber Waters</p>	<p>Barnyard Olympics. Toys for Tots dance before Christmas Break. Participation in career development events, leadership and community service activities and supervised agriculture experience programs.</p>
<p style="text-align: center;"><b>Green Dragon Environmental Awareness Club (JMS)</b></p>	<p>Open to all students to raise campus awareness of environmental issues that affect our school and community.</p>	<p>Andrea Yates</p>	<p>Meet to acquire knowledge of environmental issues. Students will establish programs around school to encourage recycling and raise awareness of being better stewards of our environment: Conserve, reduce and recycle. Affiliate with "Tips for Saving Earth.org." Gain support through businesses to offer recycling at JMS campus.</p>
<p style="text-align: center;"><b>Horse Lover's Club</b></p>	<p>Students will learn about horse training, horse health, tack and gear, competitive options, horse disciplines, and breed specialization.</p>	<p>Claire Eubanks &amp; Paula Henderson</p>	<p>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.</p>

**SPONSORED CLUBS AND ACTIVITIES  
MIDDLE SCHOOL**

<p style="text-align: center;"><b>Interact Club (PCMS Student Council)</b></p>	<p>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.</p>	<p style="text-align: center;">Pennie Fowler, Principal Brian Barnhill, A.P. Paula Henderson Colby Shaw</p>	<p>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 and Prevent Child Abuse. Students meet and discuss the operations of the student body. Students sponsor and coordinate a school talent show.</p>
<p style="text-align: center;"><b>Jazz Band Club (JMS)</b></p>	<p>This club provides students an opportunity to practice instrumental music under the supervision and assistance of a professional music teacher.</p>	<p style="text-align: center;">Steven Watson</p>	<p>Participate in weekly instrumental activities and practices. Part of the weekly enrichment and reward activities.</p>
<p style="text-align: center;"><b>Junior Beta Club (JMS &amp; PCMS)</b></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><b>JMS:</b> Kim Fountain, Darlene Fowler, and Lori Holbert  <b>PCMS:</b> Diane Jackson, Rhonda Shaddix, and Katie Sobolewski</p>	<p>Corresponded with troops. Community &amp; School Service Projects. Member of National Junior Beta Club. Teacher appreciation events. Held/Sponsor Dance - JMS</p>
<p style="text-align: center;"><b>Junior Optimist Club (JMS &amp; PCMS)</b></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><b>JMS:</b> Darlene Fowler &amp; Kim Hamilton  <b>PCMS:</b> Sonja Gordy &amp; Tony Weaver</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 style="text-align: center;"><b>Lego Club (PCMS)</b></p>	<p>To train students in applied engineering, physics, and mathematical concepts.</p>	<p style="text-align: center;">Carrie Stephens &amp; Sue Watters</p>	<p>Construct systems and forms using Lego pieces.</p>
<p style="text-align: center;"><b>Leo Club (JMS &amp; PCMS)</b></p>	<p>A service organization where students develop character traits and learn the importance of cooperation through community service.</p>	<p><b>JMS:</b> TBA  <b>PCMS:</b> Brian Barnhill, Marla Callahan, and Jackie Nation</p>	<p>Sponsored by Jasper Lions Club. Students receive recognition for their contributions.</p>
<p style="text-align: center;"><b>Library Dragons Club (JMS)</b></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 style="text-align: center;">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 style="text-align: center;"><b>Lifetime Fitness &amp; Sports (PCMS)</b></p>	<p>This club teaches and promotes lifetime fitness through the participation of physical fitness activities and games.</p>	<p style="text-align: center;">Claire Eubanks, Barbara Miller, and Tony Weaver</p>	<p>Participates in weekly physical fitness activities or sports. Part of the weekly enrichment and reward activities.</p>

**SPONSORED CLUBS AND ACTIVITIES  
MIDDLE SCHOOL**

<b>Literati (JMS)</b>	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.	Keith Petty, Sue Finley & Sherry Carter	Reader's Circles, Book Reviews, Literary Discussion.
<b>Math Dragons (JMS and PCMS)</b>	Students compete in selected math competitions such as the Berry College Math Competition.	<b>JMS:</b> Tammy Duncan & Carol Wilson <b>PCMS:</b> Stacy Jent & Carrie Stephens	Students travel to Berry College to compete against other schools. The team consists of eight students recommended by their math teacher.
<b>Partners Club (PCMS)</b>	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.	Kim Haran and Diane Hicks	Provide special opportunities during the school day and club time Build positive relationships among regular and special needs students.
<b>Peer Helpers Club (PCMS)</b>	To be "helpers" to fellow students, teachers, and the community.	Mary Smith	Students will tutor other students on an as-needed basis. Students will assist with recognition programs.
<b>Rainbow Club (PCMS)</b>	Student Support Group by invitation only.	Mary Smith	Selected students will require parent permission to be part of this student support group.
<b>Reading Bowl Team (JMS and PCMS)</b>	Students read Georgia Book Awards Nominees (20 books of fiction) and compete in Helen Ruffin Reading Bowl.	<b>JMS:</b> Jolain Brownell & Mary Perdue <b>PCMS:</b> Karen Gurty, Katie Sobolewski, and Patti Spedale	Student regional winners compete in divisional, then state finals.
<b>Reading Club PCMS</b>	Open to all students for the purpose of promoting pleasure reading among middle school students.	<b>PCMS:</b> Karen Gurty & Patti Spedale	Participates in weekly reading activities. Part of the weekly enrichment and reward activities.

**SPONSORED CLUBS AND ACTIVITIES  
MIDDLE SCHOOL**

<b>Soccer Club</b>	The club promotes fitness and healthy activity through the fundamentals of playing soccer.	Mike Baker & Tony Weaver	Bi-weekly juggling, tracking, and competition Skills competition and tricks.
<b>Student Council -JMS</b>	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	Student club members work with Habitat for Humanity. Students raised \$1,000.00 to benefit a cancer patient. Students meet and discuss the operations of the student body.
<b>Super Comic Books Club (PCMS)</b>	Meets in the Media Center pm the 2 <sup>nd</sup> and 4 <sup>th</sup> Friday during club time. Students will join a community of readers who enjoy comics.	Karen Gurty, Judy Pettigrew, and Patti Spedale	A character-themed outreach reading event will be planned during the year.
<b>“Sew” Much Fun (PCMS)</b>	Students will learn the safety and fundamental methods of hand sewing using different materials.	Courtney Smith, Dana Stone, and Abby Weaver	Students will create a trinket to give to community members during the holidays.
<b>Total Outdoor Club (PCMS)</b>	Students will learn and enjoy the outdoors. Safety fundamentals are emphasized in all activities.	Alan Jent & Zach Norton	“How-To” clinics: hiking, fishing, camping; First Aid kit contents and use; fire safety; lake clean-up activities.
<b>WLYDLIFE (PCMS)</b>	This nondenominational Christian organization introduces teenagers to positive values and helps them grow in their faith.	Bonnie Carlton, Claire Eubanks, Carrie Stephens, and Sue Watters	Bi-monthly meetings called “Club” are held as well as special events throughout the year. During the month of March, students attend a weekend retreat at Sharp Top Cove Young Life Resort.
<b>Yearbook (JMS and PCMS)</b>	Student staff members learn how to use photography, editing, and writing skills to produce a quality yearbook for the entire school.	<b>JMS:</b> Lisa Cowart, Allison Naples, and Keith Petty.  <b>PCMS:</b> Rosemary Nelson	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 school during club time, and after school.

**SPONSORED CLUBS AND ACTIVITIES  
HIGH SCHOOL**

<b>CLUB NAME</b>	<b>MISSION/PURPOSE</b>	<b>ADVISOR</b>	<b>PAST OR PLANNED ACTIVITIES</b>
<b>Academic Club</b>	A grade 9-12 competition among 24 schools from Northeast Georgia in the areas of math, science, social studies, language arts, and current events.	Will Nix & Seana Thompson	The game is played with lockout buzzer system between two teams of four players each. A teacher reads questions to the team and the players buzz in with the correct answer to score points for the team.
<b>Bass Fishing Club</b>	To provide students with opportunities to gain knowledge in outdoor conservation, fisheries and wildlife sciences, biology, and ecology, while also allowing them to represent their school in competitive fishing competitions.	Bo Page	High School sanctioned bass fishing tournaments.  Volunteer work.
<b>Beta Club</b>	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. The Beta Club is a charter member of the National Beta Club	Will Nix & Michael Oubre	Members of the PHS Beta Club plan the PHS White Christmas ceremony.  Teacher Appreciation breakfast.  Canned food drive benefitting CARES.  Students participate in a wide variety of other community and school service activities, including serving as teacher helpers.
<b>CTI &amp; CTSO</b>	The mission of Career & Technical Instruction (CTI) is to provide unique and meaningful leadership experiences for students who are currently enrolled in secondary Career, Technical, and Agricultural Education (CTAE) courses at PHS through participation in community projects, leadership conferences and workshops, and work based learning opportunities. CTI also works to enhance CTAE related skills in order to improve employability and transition into the job market after high school through Work Place Readiness classes, Work Based Learning coursework, and Vocational Services.	Kelly Flatt	Adopt-A-Read Program.  CHOA Fundraisers.  Fall and Spring Leadership Conferences.  Career Fair.  Special Olympics Volunteers.  Resume Building Activities.  Mock Interviews.
<b>Dragons are Green</b>	Reduce. Reuse. Recycle.	Bobby Timms	Collects items weekly to be sent to the recycling center.
<b>Drama Club</b>	Provides opportunities to participate in all aspects of theater both on stage and back stage. One-Act Competition first semester; two plays second semester.	TBA	Three productions per year.
<b>Explorer Club</b>	The Law Enforcement Explorer Club offers insight into the challenging field of law enforcement. Emphasis is placed on character, team work, and knowledge.	Rosemary Wigington & School Resource Officers	Participants will be given the opportunity to participate and learn to become a law enforcement professional.

**SPONSORED CLUBS AND ORGANIZATIONS  
HIGH SCHOOL**

<p style="text-align: center;"><b>Family, Career, and Community Leaders of America (FCCLA)</b></p>	<p>To promote personal growth and leadership development through family and consumer science education. Focusing on the multiple roles of family members, wage earner, and community leader, members develop skills for life.</p>	<p style="text-align: center;">Sue Gibbons</p>	<p>Attend the FCCLA Fall Rally at the Georgia State Fair.</p> <p>The FCCLA Day at the State Capitol.</p> <p>Regional, and State competitions.</p> <p>National Conference in July.</p>
<p style="text-align: center;"><b>Fellowship of Christian Athletes (FCA)</b></p>	<p>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.</p>	<p style="text-align: center;">Patty Barnard &amp; Corey Pittman</p>	<p>Meet bi-monthly.</p> <p>Joy House Thanksgiving Celebration.</p> <p>See You at the Pole.</p> <p>Fields of Faith.</p> <p>Cancer Care Packages.</p>
<p style="text-align: center;"><b>4-H Club</b></p>	<p>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.</p>	<p style="text-align: center;">Kelly McArthur, Susan Miller, and Jessica Sarten</p>	<p>District Project Achievement.</p> <p>Meet and discuss fundamentals of being a 4-H Member (Good citizenship, life skills, and leadership).</p>
<p style="text-align: center;"><b>Future Business Leaders of America (FBLA)</b></p>	<p>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.</p>	<p style="text-align: center;">Aaron Holland, Carissa Parker, and Ginger Rizoti</p>	<p>Attend various leadership conferences throughout the year and participate in many community service projects.</p>
<p style="text-align: center;"><b>Future Farmers of America (FFA)</b></p>	<p>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.</p>	<p style="text-align: center;">Joe Wright &amp; Jason Cantrell</p>	<p>Career Development Events.</p> <p>Leadership Development Activities.</p> <p>Community Service Projects.</p> <p>Supervised Agriculture Experience Programs.</p>
<p style="text-align: center;"><b>HealthCare HOSA</b></p>	<p>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.</p>	<p style="text-align: center;">Leslie Zuidema</p>	<p>Sponsor two Red Cross drives</p> <p>Support of the Special Olympics</p> <p>Attend Region &amp; State Conferences</p>
<p style="text-align: center;"><b>Interact Club &amp; Chick-Fil-A Leadership Academy</b></p>	<p>This club is designed to teach high school students leadership skills and provide them with service opportunities for the local and international communities.</p>	<p style="text-align: center;">Gail Culbreth</p>	<p>Community Can-A-Thon at Thanksgiving.</p> <p>Attend Rotary Club meetings.</p> <p>Senior Citizens Prom.</p> <p>Gift Shoeboxes for Children at Christmas.</p>

**SPONSORED CLUBS AND ORGANIZATIONS  
HIGH SCHOOL**

<b>CLUB NAME</b>	<b>MISSION/PURPOSE</b>	<b>ADVISOR</b>	<b>PAST OR PLANNED ACTIVITIES</b>
<b>Leo Club</b>	To provide the youth with an opportunity for development and contribution, individually and collectively, as responsible members of the local, national, and international community.	Corey Pittman & Ginger Pittman	Assist with White Christmas.  Volunteer with Pickens Animal Rescue.  Supplies for local nursing homes.
<b>National Honor Society of Secondary Schools</b>	The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to develop character in the students of secondary schools	TBA	Membership is based on the four pillars of National Honor Society: character, scholarship, leadership, and service.  Per the NHS National Constitution, all chapters' eligibility requirements must include, at minimum:  Attending school in grades 10 through 12. Maintaining a cumulative GPA of 95% or better. Demonstrating volunteer or service hours. Preserving an excellent record of behavior in and out of school.  Participating in leadership roles in school and/or community activities.
<b>National Technical Honor Society</b>	The National Technical Honor Society recognizes student achievement and leadership in career and technical education, promotes educational excellence, awards scholarships, and enhances career opportunities. Initial induction requires that a student be at least a sophomore, have a plan to complete a CTAE pathway, actively participate in a related Career and Technical Student Service Organization (CTSO), and have a 3.5 GPA. Seniors in good standing who either participate in Work-based learning or who complete a capstone project will receive a NTHS honor cord to wear at graduation.	Angela Quarles & Carissa Parker	Postsecondary scholarships awarded.  Building career portfolios.  Opportunities to work with business and industry.
<b>OCTAGON CLUB</b>	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.	TBA	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.

**SPONSORED CLUBS AND ORGANIZATIONS  
HIGH SCHOOL**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST OR PLANNED ACTIVITIES
<b>Odyssey of the Mind</b>	<p>This club is an international educational program that provides creative problem-solving opportunities for students from kindergarten through college. Team members apply their creativity to solve problems that range from building mechanical devices to presenting their own interpretation of literary classics. They then bring their solutions to competition on the local, state, and World level. Thousands of teams from throughout the United States and from about 25 other countries participate in the program.</p>	Steven Wilkie	<p>Students develop team-building skills by working in groups of as many as seven students per team.</p> <p>Students learn to examine problems and to identify the real challenge without limiting the possible solutions and their potential success.</p> <p>The creative thinking process is nurtured and developed as a problem-solving tool.</p> <p>Students of all types will find something that will appeal to them.</p> <p>The fun of participation leads to an elevated interest in regular classroom curriculum.</p>
<b>Partners Club</b>	<p>Supports and assists Special Olympic athletes in training and competition in 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.</p>	Curtis Freeman	<p>Provide social opportunities for athletes.</p> <p>Sponsor activities such as dances, movie night.</p>
<b>Photography Club</b>	Expand knowledge and appreciation of photography in both digital and film formats	TBA	<p>Photo Competitions.</p> <p>Local field trips, seasonal photos, sporting events.</p> <p>End of year exhibits.</p>
<b>Prom Committee</b>	Open to all junior class members. Responsible for assisting with fundraising and event planning.	Michelle Henson & Christi Hobgood	Hosting and decorating for the Junior/Senior Prom.
<b>Reading Bowl</b>	To promote reading, learn about literature, and enjoy competing with other school teams associated with Helen Ruffin Reading Bowl in the state of Georgia.	Kristy Moss	Compete in the Helen Ruffin Reading Bowl.

**SPONSORED CLUBS AND ORGANIZATIONS  
HIGH SCHOOL**

CLUB NAME	MISSION/PURPOSE	ADVISOR	PAST AND PLANNED ACTIVITIES
<b>Skills USA</b>	<p>Skills USA is a national nonprofit student organization serving 285,000 students enrolled in career and technical training programs at high schools and colleges.</p> <p>Skills USA's programs provide students with opportunities to learn and practice leadership as well as employment skills.</p>	Carissa Parker & Tommy Tatum	<p>Participate in White Christmas Program.</p> <p>Attend and compete at the Regional and State Level.</p>
<b>Spirit Club</b>	To promote school spirit among students and faculty.	Lauren Bail & Melissa Weeks	<p>Participation in homecoming activities.</p> <p>Sponsorship of Winter Spirit Week.</p>
<b>Student Government Association</b>	<p>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.</p>	Michelle Henson & Christi Hobgood	<p>Raise money for local charities.</p> <p>Sponsor the \$1.98 Beauty Pageant and the school talent show.</p> <p>Participate in the annual White Christmas program.</p>
<b>S.T.A.R.S.</b>	To provide 10th, 11th, & 12th graders an opportunity to grow in leadership skills as they influence younger students and provide support for those students.	TBA	Travel to the middle schools to speak to younger students.
<b>Technology Student Association (TSA)</b>	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	<p>Chapter officer retreat.</p> <p>Technology day at National Fair.</p> <p>Fall Conference at Jekyll Island.</p>

**SPONSORED CLUBS AND ORGANIZATIONS  
HIGH SCHOOL**

<b>Thespian Troupe</b>	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.	TBA	Selected members will attend a state leadership conference and the state theater festival. Members will observe other high schools' performances.
<b>Travel Club</b>	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.	Will Nix	Plan and carry out club fundraisers  Travel every other year to a new location on an educational international tour through Education First (EF) Tours
<b>Young Democrats</b>	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.	TBA	Students will participate in a voter registration drive to seek greater participation on election day and play a role in Democratic Party participation
<b>Young Republicans</b>	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.	TBA	Coordinating efforts with the Pickens County Republican Party  Help with fund raising  Ushering, waiting tables at Republican Party events
<b>Young Writers</b>	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*

100 D.B. Carroll Street ♦ Jasper, GA

♦Phone (706) 253-1700 ♦ Fax (706) 253-1705 ♦ Information Line (706) 253-1710 ♦

<http://www.pickenscountyschools.org>

<p><b>Harmony Elementary School</b> 550 Harmony School Road; Jasper, 30143 Phone: (706) 253-1840 Fax: (706) 253-1845 Afterschool Program: (706) 253-1841</p>	<p><b>Hill City Elementary School</b> 600 Hill Circle; Jasper, 30143 Phone: (706) 253-1880 Fax: (706) 253-1885 Afterschool Program: (706) 253-1880 ext. 234</p>
<p><b>Jasper Elementary School</b> 158 Stegall Drive; Jasper, 30143 Phone: (706) 253-1730 Fax: (706) 253-1735 Afterschool Program: (706) 253-1731</p>	<p><b>Tate Elementary School</b> 5630 Highway 53 East, Tate, 30177 Phone: (706) 253-1860 Fax: (706) 253-1865</p>
<p><b>Jasper Middle School</b> 339 West Church Street; Jasper, 30143 Phone: (706) 253-1760 Fax: (706) 253-1765</p>	<p><b>Pickens County Middle School</b> 1802 Refuge Road; Jasper, 30143 Phone: (706) 253-1830 Fax: (706) 253-1835</p>
<p><b>Pickens High School</b> 500 Dragon Drive; Jasper, 30143 Phone: (706) 253-1800 Fax: (706) 253-1815</p>	<p><b>School Nutrition Department</b> 100 D. B. Carroll Street; Jasper, 30143 Phone: (706) 253-1700 Fax: (706) 253-1708</p>
<p><b>Special Education Department</b> 100 D. B. Carroll Street; Jasper, 30143 Phone: (706) 253-1700 Fax: (706) 253-1712</p>	<p><b>Maintenance</b> 328 Harmony School Road; Jasper, 30143 Phone: (706) 253-1725 Fax: (706) 253-1724</p>
<p><b>Technology</b> 159 Stegall Drive; Jasper, 30143 Phone: (706) 253-1772 Fax: (706) 253-1771</p>	<p><b>Transportation</b> 330 Harmony School Road; Jasper, 30143 Phone: (706) 253-1727 Fax: (706) 253-1729</p>
<p><b>Jasper Ombudsman</b> 91 D. B. Carroll Street; Jasper, 30143 Phone: (706) 253-2023 Fax: (706) 253-2024</p>	<p><b>North Star</b> 121 D. B. Carroll Street; Jasper, 30143 Phone: (706) 253-1790 Fax: (706) 253-1795</p>



## Pickens County School District 2015-2016 Calendar

Board Approved  
March 12, 2015

2015			2016		
<b>JULY</b>	<b>AUGUST</b>	<b>SEPTEMBER</b>	<b>July</b>	<b>January</b>	
S M T W T F S	S M T W T F S	S M T W T F S	4 Independence Day Holiday	1 Holiday/Break	
5 6 7 8 9 10 11	2 3 4 5 6 7 8	6 7 8 9 10 11 12	27-31 Pre Planning	4 Inservice	
12 13 14 15 16 17 18	9 10 11 12 13 14 15	13 14 15 16 17 18 19	<b>August</b>	5 Students Return to School	
19 20 21 22 23 24 25	16 17 18 19 20 21 22	20 21 22 23 24 25 26	3 First Day of School	8 Report Cards	
26 27 28 29 30 31	23 24 25 26 27 28 29	27 28 29 30		18 Martin Luther King Holiday	
	30 31		<b>September</b>	<b>February</b>	
<b>OCTOBER</b>	<b>NOVEMBER</b>	<b>DECEMBER</b>	2 Progress Reports	5 Progress Reports	
S M T W T F S	S M T W T F S	S M T W T F S	7 Labor Day Holiday	15-19 Winter Break	
4 5 6 7 8 9 10	8 9 10 11 12 13 14	6 7 8 9 10 11 12	21-25 Fall Break	15-19 Potential Inclement Weather	
11 12 13 14 15 16 17	15 16 17 18 19 20 21	13 14 15 16 17 18 19	<b>October</b>	Make-Up Days	
18 19 20 21 22 23 24	22 23 24 25 26 27 28	20 21 22 23 24 25 26	12 End of 1st 9 Weeks	<b>March</b>	
25 26 27 28 29 30 31	29 30	27 28 29 30 31	23 Report Cards	15 End of 3rd 9 Weeks	
			<b>November</b>	25 Report Cards	
<b>JANUARY</b>	<b>FEBRUARY</b>	<b>MARCH</b>	3 Inservice	<b>April</b>	
S M T W T F S	S M T W T F S	S M T W T F S	12 Progress Reports	4-8 Spring Break	
3 4 5 6 7 8 9	7 8 9 10 11 12 13	6 7 8 9 10 11 12	23-27 Thanksgiving Holidays	22 Progress Reports	
10 11 12 13 14 15 16	14 15 16 17 18 19 20	13 14 15 16 17 18 19	<b>December</b>	<b>May</b>	
17 18 19 20 21 22 23	21 22 23 24 25 26 27	20 21 22 23 24 25 26	18 End of 2nd 9 Weeks	26 Last Day of School	
24 25 26 27 28 29 30	28 29	27 28 29 30 31	21-31 Christmas Holidays	27 Post Planning	
31				28 Graduation	
<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>		30 Memorial Day	
S M T W T F S	S M T W T F S	S M T W T F S		31 Post Planning	
3 4 5 6 7 8 9	1 2 3 4 5 6 7	5 6 7 8 9 10 11	<b>Calendar Legend:</b>	<b>June</b>	
10 11 12 13 14 15 16	8 9 10 11 12 13 14	12 13 14 15 16 17 18	△ Inservice	1 Post Planning	
17 18 19 20 21 22 23	15 16 17 18 19 20 21	19 20 21 22 23 24 25	○ Important Dates		
24 25 26 27 28 29 30	22 23 24 25 26 27 28	26 27 28 29 30	□ Holidays/Breaks		
	29 30 31				

Note: All holidays/breaks are subject to revisions due to inclement weather or unforeseen circumstances.

2015-2016 School Hours		
Elementary Schools	Start Time: 7:45 a.m.	End Time: 2:45 p.m.
Middle Schools	Start Time: 7:55 a.m.	End Time: 3:40 p.m.
High School	Start Time: 8:10 a.m.	End Time: 3:25 p.m.