Chattahoochee County Middle School



2026-2027 Student Handbook

Brenda Jones,
Principal

Kason Cox,
Assistant Principal

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Board approved February 10, 2026

2026-2027 CHATTAHOOCHEE COUNTY SCHOOLS CALENDAR

- FIRST/LAST DAY OF SCHOOL
- TEACHER/STAFF IN-SERVICE (NO STUDENTS)
- EARLY DISMISSAL
- END OF 9 WEEKS/SEMESTER
- STUDENT/TEACHER HOLIDAY
- PROGRESS REPORTS/REPORT CARDS
- VIRTUAL LEARNING DAY
- SUMMER - OFFICES CLOSED

JULY 2026

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

JULY 1-30: Summer Break
JULY 4: Independence Day
JULY 27-29: Teacher Remote In-Service Days
JULY 29: New Employee Orientation
JULY 30: Welcome Back Convocation for

AUGUST 2026

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

AUG 3: CCEC Open House 4:00-6:00pm
AUG 3: CCMS Open House 5:00 - 7:00pm
AUG 3: CCHS Open House 5:00 - 7:00pm
AUG 5: 1st Day of School/ 1st Semester Begins

SEPTEMBER 2026

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

SEPT 7: Labor Day- No School
SEPT 9: Progress Reports
SEPT 23: Early Dismissal/PL CCMHS: 12:30 CCEC: 1:30

OCTOBER 2026

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

OCT 7: End of 1st Nine Weeks
OCT 8: Virtual Learning Day
OCT 9: Virtual Half Day/ Fall Break
OCT 12: Fall Break
OCT 14: Report Cards
OCT 28: Early Dismissal/PL CCMHS: 12:30 CCEC: 1:30

NOVEMBER 2026

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

NOV 11: Veterans Day-No School
NOV 12: Progress Reports
NOV 20: Early Dismissal/PL CCMHS: 12:30 CCEC: 1:30
NOV 23-27: Thanksgiving Break No School

DECEMBER 2026

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

DEC 18: Early Dismissal CCMHS: 11:30 CCEC: 12:30
DEC 18: 1st Semester Grading Period Ends
DEC 21-31: Winter Break No School

JANUARY 2027

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

JAN 1: Winter Break-No School
JAN 4: Teacher Planning Day - No School
JAN 5: Students Return 2nd Semester Begins
JAN 6: Report Cards
JAN 18: Martin Luther King Jr. Day No School
JAN 27: Early Dismissal/PL CCMHS: 11:30 CCEC: 12:30

FEBRUARY 2027

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

FEB 5: Progress Reports
FEB 12: Virtual Learning Day No In-Person School
FEB 15: Presidents Day No School

MARCH 2027

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

MAR 10: End of 3rd Nine Weeks
MAR 10: Early Dismissal/PL CCMHS: 11:30 CCEC: 12:30
MAR 12: Report Cards

APRIL 2027

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

APRIL 5-9: Spring Break No School
APRIL 16: Progress Reports

MAY 2027

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

MAY 19: Early Dismissal CCMHS: 11:30 CCEC: 12:30
MAY 19: Last Day of School
MAY 21: Graduation
MAY 20 -21: Post Planning/ Report Cards
MAY 24 -27: Summer Break
MAY 31: Holiday- All Offices Closed

JUNE 2027

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

JUNE 1-30: Summer Break
JUNE 17: Holiday- All Offices Closed

◆ WE ARE CHATTCO MIDDLE ◆

● OUR MISSION

The mission of Chattahoochee County Middle School is to foster a safe, supportive learning environment where every student thrives academically, socially, and emotionally while demonstrating Panther Pride in every aspect of the school experience.

● OUR VISION

The vision of Chattahoochee County Middle School is to empower every student to grow, lead, and succeed with Panther Pride.

● OUR CORE VALUES

At Chattahoochee County Middle School, we believe every Panther should strive to demonstrate the values that define our school community.

- **RESPECT**
  We treat ourselves, others, and our school with kindness and dignity.
- **RESPONSIBILITY**
  We accept ownership of our choices, actions, and learning.
- **INTEGRITY**
  We do the right thing—even when no one is watching.
- **PERSEVERANCE**
  We work through challenges with determination and resilience.
- **EXCELLENCE**
  At Chattahoochee County Middle School we give our best effort every day in academics, athletics, and character.

● THE PANTHER WAY

Panther Pride is more than a slogan—it is the foundation of who we are.

EVERY PANTHER IS EXPECTED TO:

- Be Respectful.
- Be Responsible.
- Be Ready to Learn.
- Be Safe.
- Be Kind.
- Demonstrate Integrity.
- Support Others.
- Take Pride in Our School.

When every student demonstrates Panther Pride, our school becomes a place where everyone can learn, grow, and succeed.

ChattCo Made... Stronger Together... One HeartBeat

◆ FROM OUR PRINCIPAL ◆

Dear Panther Families,

Welcome to Chattahoochee County Middle School

It is my honor and privilege to welcome you to another exciting year at CCMS.

Whether you are joining our Panther family for the first time or returning for another year, we are excited to partner with you in providing an exceptional educational experience for your child.

At Chattahoochee County Middle School, we believe every student deserves to feel valued, challenged, and supported. Our dedicated teachers and staff work each day to create engaging learning experiences while building meaningful relationships that encourage every student to reach their fullest potential.

Our goal extends far beyond academic achievement. We strive to develop students of strong character who demonstrate integrity, responsibility, perseverance, and compassion. Through rigorous instruction, extracurricular opportunities, athletics, fine arts, and leadership experiences, we prepare our students not only for high school—but for life.

As a proud military-connected school, we are honored to serve families from Fort Benning and throughout Chattahoochee County. We understand the unique experiences military families face and are committed to providing a welcoming environment where every student feels at home from their very first day.

This handbook serves as a guide to our school's expectations, programs, and procedures. I encourage you to review it together as a family and refer to it throughout the school year. Working together, we can ensure every student experiences success both inside and outside the classroom.

Thank you for trusting us with your child's education. We look forward to an incredible school year filled with learning, growth, and Panther Pride.

Together, we will continue building a school where every student can grow, lead, and succeed.

With Panther Pride,

Brenda Redding Jones
Principal
Chattahoochee County Middle School



◆ MILITARY CONNECTED FAMILIES ◆

● MILITARY-CONNECTED FAMILIES

Proud to Serve Those Who Serve

At Chattahoochee County Middle School, we are proud to serve the children of our nation's heroes. We understand the unique opportunities and challenges that come with military life, including frequent moves, deployments, reunifications, and transitions between schools.

Our commitment is to ensure that every military-connected student feels welcomed, valued, and supported from the moment they walk through our doors. We provide a caring environment where students receive the academic, social, and emotional support they need to thrive while building meaningful connections with peers and staff.

Through strong partnerships with military leaders, community organizations, and our families, we are dedicated to creating a school culture where every student feels at home and every family knows they belong.

Chattahoochee County Middle School is proud to be recognized as a **Georgia Military Flagship School** and part of a Georgia Military Flagship District—an honor that reflects our unwavering commitment to serving military-connected students and families with excellence.



◆ OUR SCHOOL ◆

● OUR SCHOOL AT A GLANCE

- **ADDRESS:** 360 GA Highway 26, Cusseta, GA 31805
- **MAIN OFFICE:** (706) 989-3678
- **PRINCIPAL:** Brenda Redding Jones
- **ASSISTANT PRINCIPAL:** Kason Cox
- **SCHOOL COUNSELOR:** Allyn Jones
- **ATHLETIC DIRECTOR**: Carson Grier
- **GRADES:** 6–8
- **MASCOT**: Panthers
- **COLORS**: Black & Gold
- **SCHOOL HOURS:** Building Opens: 7:00 a.m. Student Day: 7:25 a.m.–2:20 p.m.
- **MISSION:** To foster a safe environment where students thrive academically and holistically, displaying Panther Pride in every aspect of the school experience.
- **VISION:** To empower students to grow, lead, and succeed with Panther Pride.

● TEACHING TEAMS

6TH GRADE TEAM		
Subject	Teacher	Email
English Language Arts	Jazmin Thomas	jthomas@chattco.org
Mathematics	Martika Hendricks	mhendricks@chattco.org
Science	Stephen Shenk	sshenk@chattco.org
Social Studies	Jermaine Ballard	Jballard@jchattco.org

7TH GRADE TEAM		
Subject	Teacher	Email
English Language Arts	Sebrina Long	slong@chattco.org
Mathematics	Maxwell Allen	mallen@chattco,org
Science	Christopher Pearson	cpearson@chattco.org
Social Studies	Kaitlyn Miller	kmiller@chattco.org

8TH GRADE TEAM		
Subject	Teacher	Email
English Language Arts	Angela Martinez	amartinez@chattco.org
Mathematics	Sharron Sasser	ssasser@chattco.org
Science	Grace Rodriguez	grodriguez@chattco.org
Social Studies	Mariah Ali-Bryan	mbryan@chattco.org

CONNECTIONS/SUPPORTS		
Subject	Teacher	Email
Art	Allison McClemore	amcclemore@chattco.org
Band	Luke Queen	lqueen@chattco.org
Physical Education	Sean Glenn	sglenn@chattco.org
School Counselor	Allyn Jones	ajones@chattco.org
Athletic Director	Carson Grier	cgrier@chattco.org

◆ GENERAL INFORMATION ◆

● HANDBOOK INFORMATION

Students and parents/guardians are responsible for knowing and understanding the guidelines set forth in this handbook. Unless otherwise informed by the parent, Chattahoochee County Middle School has permission to use a student's photograph, likeness, artwork, profile, and/or story in publications, web pages, and other promotional materials. These materials may circulate worldwide with no compensation to the student or parent.

Students are allowed to participate in any extracurricular activity or organization unless the parents inform the school otherwise.

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● REPORT CARDS

Report cards are available online via the PowerSchool Portal. The school counselor and/or teacher will be happy to discuss the report card if necessary. Also, you may call the main office if you need to schedule a conference with any one or all of your child's teachers.

Outstanding debts or non-payment of debts may result in report cards and/or school records being withheld and/or in a restriction on participation in future school-sponsored activities until all debts are settled.

GRADING PERIOD	PROGRESS REPORTS	REPORT CARDS
1st Nine Weeks: August 5-October 7	September 9	October 14
2nd Nine Weeks: October 8-December 18	November 12	January 6
3rd Nine Weeks: January 5-March 10	February 5	March 12
4th Nine Weeks: March 11- May 19	April 16	May 21

● BELL SCHEDULE

HR	1st	2nd	3rd	4th	5th	6th
7:25-7:30	7:30-8:41	8:43-9:53	9:55-11:45	11:47-12:57	12:58-1:28	1:30-2:20

● LUNCH SCHEDULE

6th Grade	7th Grade	8th Grade
10:28-10:53	10:45-11:10	11:10-11:35

6th HR	1st	2nd	3rd	4th	5th	6th
7:25-7:30	7:31-8:45	8:47-9:57	9:59-11:38	11:40-12:26	12:28-1:38	1:40-2:20
7th HR	**1st**	**2nd**	**3rd**	**4th**	**5th**	**6th**
7:25-7:30	7:31-8:39	8:41-9:51	9:53-11:30	11:32-12:42	12:44-1:30	1:33-2:20
8th HR	**1st**	**2nd**	**3rd**	**4th**	**5th**	**6th**
7:25-7:30	7:31-8:41	8:43-9:53	9:55-11:05	11:10-12:57	12:58-1:30	1:32-2:20

◆ GENERAL INFORMATION ◆

● CHROMEBOOKS

In support of our 1:1 technology initiative, students are required to use only school-issued Chromebooks for all academic activities during the school day.

- **RETURNING STUDENTS:** Students who retained their school-issued Chromebooks over the summer must bring them, fully charged, on the first day of school.
- **NEW STUDENTS:** New students will be issued their school Chromebook during the first week of school.
- **PLEASE NOTE:** To ensure security and minimize distractions, students may only access their school-issued Chromebook during the school day. Personal devices of any kind—including phones, tablets, personal laptops, or smart wearables—are not permitted for use.

FEES AND PAYMENT

- A $20 yearly usage fee will be added to the student's account.
- Parents can pay the fee online before the end of the school year.
- For more information, refer to the Chattahoochee County School Chromebook Usage Handbook at **www.chattco.org** > Departments > Technology Information.

● CAFETERIA PROCEDURES & MEAL POLICIES

The cafeteria is a shared space where students are expected to follow safety, cleanliness, and behavioral guidelines.

MEAL COSTS & POLICIES:

- **Breakfast:** All students receive breakfast free of charge.
- **Lunch:** The cost of lunch is $3.00 for CCMS students, unless they qualify for free or reduced-price meals.
- **Charging Policy:** Meal charging is strictly prohibited. Students must have sufficient funds on their account or pay at the time of service.

ACCOUNT PAYMENTS & TRACKING:

- **Pre-Payments:** Students, parents, or guardians must pre-pay into student meal accounts. Credit and debit card payments can be made quickly online via the Chattco RevTrak Web Store.
- **Balance Monitoring:** Lunch account balances and information can be viewed at any time through the PowerSchool portal. For portal access assistance, please contact the front office at (706) 989-3678.

DINING & SUPERVISION RULES:

- **Designated Areas:** All food and drinks must be consumed in the cafeteria or other officially designated dining areas. No food or beverages may be removed from these areas; failure to comply may result in disciplinary action.
- **Attendance:** Students must remain in the cafeteria for the duration of their lunch period. Leaving the lunchroom without explicit permission from the administrator on duty is considered skipping and being in an unauthorized area, which will result in disciplinary consequences.

● BUSES

- Students are only allowed to be picked up and dropped off at their designated stop.
- Bus transportation is a privilege that may be revoked if students fail to obey the rules.

◆ ACADEMICS ◆

- **MAP** (Measure of Academic Progress)

  NWEA's growth model provides a personalized assessment experience that tracks your child's academic progress over time (fall, winter, spring). It helps identify your child's strengths and areas for improvement, allowing for targeted instruction that meets their unique needs. Teachers receive detailed reports and insights, enabling them to tailor their teaching strategies for each student. This approach fosters continuous academic growth and helps set realistic, achievable goals for your child. By focusing on individual progress, NWEA supports a more personalized and effective learning experience. NWEA MAP helps ensure that every student can reach their full potential.

- **HMH - INTO LITERATURE - ELA**

  We are thrilled to implement the HMH Into Literature Curriculum in our classrooms. This comprehensive program is designed to inspire and engage students through diverse, high-quality texts that promote critical thinking and a love of reading. HMH Into Literature focuses on building strong reading, writing, and analytical skills. The curriculum includes a wide range of genres and perspectives, helping students to develop empathy and a deeper understanding of the world around them. With interactive and collaborative activities, students will not only enhance their literacy skills but also their ability to communicate and think critically. We are confident that this curriculum will provide our students with the tools they need for academic success and lifelong learning.

- **WRITABLE - ELA**

  Writable provides an interactive platform that enhances your child's writing skills through guided practice, personalized feedback, and engaging prompts. Writable focuses on individualized instruction to increase writing capabilities.

- **PEAR ASSESSMENT - ALL SUBJECTS**

  Pear Assessment delivers robust, standards-aligned assessments with instant feedback and detailed reporting. Featuring over 50 tech-enhanced question types, multimedia embeds, and secure testing options (like browser lockdown), it's tailored to support classroom, district, or benchmark evaluations Educators gain clear insights into student performance—by standard, skill level, and academic risk—helping plan targeted intervention.

- **PEAR PRACTICE**

  Pear Practice offers differentiated, gamified practice designed to boost student engagement and retention. Teachers can quickly convert existing materials—like PDFs or photos—into interactive practice sets. Students earn rewards and receive AI-generated hints, which encourages them to take initiative: 40% begin practicing independently. It's perfect for reinforcing learning both in class and at home.

- **KHAN ACADEMY - MATH**

  Khan Academy offers a personalized and engaging learning platform that adapts to your child's needs, making learning both fun and effective. By integrating MAP scores, Khan Academy tailors lessons and practice exercises to target your child's specific areas for growth. This ensures that your child receives the right level of challenge, helping them to steadily improve their skills. Parents and teachers can easily track progress through detailed reports, allowing for better support and guidance. The combination of Khan Academy's interactive content and the precision of MAP scores creates a powerful tool for academic development. This approach helps your child achieve their full potential by providing a customized learning experience that addresses their unique strengths and needs.

● IXL - ALL CONTENT AREAS

IXL provides detailed reports and real-time feedback allowing you and your child's teachers to monitor progress and identify areas needing improvement. With interactive questions and immediate feedback, your child stays engaged and motivated to learn. IXL also offers awards and certificates to celebrate achievements, boosting your child's confidence and enthusiasm for learning. This personalized approach ensures that your child receives the support they need to excel academically and develop a love for learning.

● ACHIEVE 3000 - READING

Achieve3000 provides a unique and personalized learning experience for your child, focusing on improving literacy skills through differentiated instruction. With its proprietary Lexile growth model, Achieve3000 tailors reading materials to your child's specific reading level, ensuring that they are challenged at the appropriate difficulty level. This personalized approach not only helps improve reading comprehension but also boosts confidence and motivation in reluctant readers. Teachers can easily track students' Lexile growth and monitor progress over time, allowing for targeted intervention and support. Additionally, Achieve3000 offers a wide range of non-fiction articles across various subjects, expanding your child's knowledge and vocabulary in diverse areas. Achieve3000 provides students the resources needed to become proficient readers and critical thinkers, laying a strong foundation for academic success.

● GALLOPADE - SOCIAL STUDIES

Gallopade’s Social Studies curriculum offers a dynamic and engaging learning experience for students, fully aligned with Georgia’s Standards of Excellence. It provides comprehensive coverage of key historical, geographical, political, and cultural topics, ensuring a well-rounded education. With interactive activities and hands-on projects, the curriculum makes learning exciting and accessible for all students. Teachers are supported with detailed lesson plans and resources, allowing them to effectively address diverse learning needs. The integration of digital tools and up-to-date content keeps students engaged and informed. This curriculum enhances critical thinking and problem-solving skills. For 8th grade it fosters a deep understanding and appreciation of Georgia’s rich heritage, preparing students to be informed and active citizens.

● STEMSCOPES - SCIENCE

STEMscopes Science curriculum offers an engaging and hands-on approach to learning science, ensuring your child remains excited and curious about the subject. It aligns with state standards, guaranteeing that the material meets educational requirements and helps students perform well on assessments. The curriculum includes a variety of interactive experiments and activities that make complex scientific concepts easy to understand. Teachers are provided with comprehensive resources and lesson plans to effectively support diverse learning styles. Additionally, STEMscopes integrate digital tools and multimedia content, keeping lessons current and relevant. This curriculum not only enhances critical thinking and problem-solving skills but also fosters a lifelong love for science and exploration in your child.

● VIRTUAL ACADEMY

Virtual academy CCMS does not offer a virtual academy at this time. All of our classes and programs are conducted in-person to provide students with direct interaction, hands-on learning experiences, and the benefits of a traditional classroom environment. We believe that in-person instruction is essential for fostering strong educational and social development. We appreciate your understanding and continued support. Should you have any questions or need further information, please feel free to contact us.

● COUNSELOR'S CORNER

Our dedicated school counselor, Ms. Allyn Jones, is here to support students' academic, social, and emotional well-being. Whether you need guidance on school-related issues, personal concerns, or future planning, Ms. Jones is available to help you navigate your journey at CCMS. Feel free to reach out and take advantage of this valuable resource. She can be reach at ajones@chattco.org. The counselor's corner can be reached at the following link **https:// sites.google.com/chattco.org/ccmscounselorscorner?usp=sharing.**

● MULTI-TIERED SYSTEMS OF SUPPORT - (MTSS)

Multi-Tiered System of Supports (MTSS) is a comprehensive framework used to provide targeted support to all students. MTSS is designed to address academic, behavioral, social, and emotional needs through a tiered approach:

Tier 1:** Universal Interventions - These are high-quality instructional and behavioral strategies provided to all students to promote successful student outcomes. This includes general classroom teaching and school-wide positive behavior supports.

Tier 2:** Targeted Interventions - These supports are provided to small groups of students who need additional assistance beyond what is offered in Tier 1. Interventions may include supplemental instruction or targeted behavioral strategies.

****Tier 3**:** Intensive Interventions - This level of support is individualized and provided to students who require more intensive assistance. These interventions are tailored to the specific needs of each student and often involve one-on-one instruction or specialized programs. MTSS relies on data-driven decision-making to identify students' needs and monitor their progress. The goal of MTSS is to ensure that every student receives the appropriate level of support to succeed academically, socially, and emotionally.

● PROMOTION AND RETENTION POLICY

The following local promotion criteria will be used for the 2026–2027 school year. To be promoted, students in grades 6th–8th must satisfy these local guidelines in addition to all Georgia Department of Education (GaDOE) state rules, including applicable Georgia Milestones End-of-Grade (EOG) requirements.

A school-based Promotion & Retention (P&R) Committee—led by the Principal and/or their designee—will review and make final decisions regarding the retention, placement, or promotion status of students.

CORE SUBJECT AREAS

In middle school, the four Core Subject Areas are defined as:

English Language Arts (ELA)
Mathematics
Science
Social Studies

1. REQUIREMENTS FOR PROMOTION

To earn automatic promotion to the next grade level, students in grades 6 through 8 must meet both academic and attendance thresholds:

Academic Performance: Pass at least three out of the four Core Subject Areas with a cumulative annual grade of 70% or better.

Attendance: Meet all district attendance requirements as specified by the Chattahoochee County School District.

2. CRITERIA FOR RETENTION

A student may be considered for retention in their current grade level if they experience significant academic deficits:

Academic Failure: The student has failed two or more of the four Core Subject Areas (earning below a 70%).

Committee Review: Any formal retention decision must be thoroughly reviewed, justified by performance data, and agreed upon by the P&R Committee.

3. CRITERIA FOR PLACEMENT

A student who has not fully met standard promotion criteria may be "placed" into the next grade level rather than retained under specific conditions:

Academic Profile: The student has failed more than two subject areas (including core subjects and electives), yet specific mitigating factors exist.

Exclusionary Factors: The P&R Committee will evaluate circumstances that may exclude the student from retention, such as prior retentions, age limits (e.g., turning 16 during the middle school years), English Learner (EL) plans, or Individualized Education Program (IEP) directives.

Committee Review: All placement decisions require unanimous agreement and documentation by the P&R Committee.

● REACH GEORGIA

REACH Georgia is administered by the Georgia Student Finance Authority (GSFA), a companion student finance entity of the Georgia Student Finance Commission (GSFC). GSFC is the state agency that administers the HOPE Scholarship and Grant Program as well as other state- and lottery-funded financial aid programs. GSFC also manages the career and college preparation website, GAfutures.org, and provides educational services such as free financial aid consultation and FAFSA completion assistance to high schools and postsecondary institutions across the state.

REACH Georgia is a need-based mentoring and scholarship program that provides promising students with the support to graduate from high school and achieve postsecondary success. Rising 8th graders are identified by teachers and other staff as potential applicants for the REACH Georgia scholarship. Students are required to complete a formal application and participate in an interview process if they meet all requirements. At the conclusion of the scholar selection process, three 8th-grade students have the opportunity to be selected as REACH Georgia scholarship recipients. Those students selected will be paired with a mentor and academic coach who are there to support the student through their high school years.

Students selected must exhibit and maintain academic promise, consistent attendance, and acceptable behavior to remain eligible for REACH. To learn more about REACH, click on the following link: **https://youtu.be/USA6gFk8rJM.**

● LEAD SCHOLAR I AND II

To be eligible for Lead Scholar honors, a student must enroll no later than the first day of his or her 8th-grade year. Military transfers will be excluded from this enrollment date requirement. The Lead Scholar will be the student who has met all curriculum requirements and earned the highest cumulative grade average in the class (based on a 0-100 grade scale, core classes only). The Lead Scholar II shall be the student who has also met all curriculum requirements and has earned the 2nd highest cumulative grade average in the class (based on a 0-100 grade scale, core classes only). The calculations will be determined at the end of the 3rd nine weeks during their 8th-grade year. If there is a tie, all ties will be named as Lead Scholar and/or Lead Scholar II accordingly. However, if scholarships or financial grants are to be awarded based on class ranking as Lead Scholar I and/or Lead Scholar II, and the scholarships or grants cannot be shared among the students tied for Lead Scholar I and II, the following applies:

1. The higher overall Spring MAP Achievement score (achieved by March of their 8th-grade year) will be the determining factor. If students are still tied, then

2. The higher overall Spring MAP Growth score (achieved by March of their 8th grade year) will be the determining factor.

CHATTAHOOCHEE COUNTY MIDDLE SCHOOL INSTRUCTIONAL PLAN

FALL MAP TESTING
(2019-Present)

(2021-Present)
Placement based on student RIT/ previous EOG scores in math and ELA. This is to provide opportunity for more meaningful targeted differentiation and meeting the needs of all learners.

WINTER MAP TESTING
(2019-Present)

Meet to discuss MAP data and instructional plans/goals. Determine what adjustments need to be made. What are the instructional strengths and weaknesses?

WINTER SCHOOL IMPACT CHECK

LEARNING COMMUNITIES
Continue to meet and discuss any changes, plans of action that need to be made for the year. Teachers will begin to discuss throughout 2nd semester what adjustments need to be made for the following year. PLC Leads will bring to instructional coach/administration to discuss new/adjusted implementation plans.

SPRING MAP TESTING
(2019-Present)
MILESTONE TESTING

SCHOOL/DISTRICT TEAM
will review data from spring scores as a group. Will analyze data not just for individual school but as a whole district. This is to help gain a whole group perspective and to make connections between all school.

Meet to discuss MAP data and instructional plans/goals for the year. Will continuously meet as needed to determine best steps/practices for teams.

Will work as a collective group to monitor effectiveness of programs. Groups are working together to determine best practices and monitor implementation plans.

ADMINISTRATION TEAMS/PLC LEADS
Meet with PLC leads before start of school to discuss data and looking over programs/implementation plans. Creating a shared goal and mission for the year that aligns to our School Improvement Plan.

GROWING EVERYONE, EVERYDAY, ONE HEARTBEAT AT A TIME.

- To have a positive impact on student learning/growth
- To grow all teachers and provide the instructional tools/practices needed to be the best teacher they can be.
- To create healthy learning communities.

ALL CONTENT AREAS

IXL provides detailed reports and real-time feedback allowing you and your child's teachers to monitor progress and identify areas needing improvement. With interactive questions and immediate feedback, your child stays engaged and motivated to learn. **IXL** also offers awards and certificates to celebrate achievements, boosting your child's confidence and enthusiasm for learning. This personalized approach ensures that your child receives the support they need to excel academically and develop a love for learning.

PEAR ASSESSMENT is an educational assessment platform that allows teachers to create, deliver, and analyze assessments, both formative & summative, using technology. It offers a variety of features, including customizable questions, integrations with other platforms, and tools for instant data and reporting. Essentially, it's a user-friendly system for teachers to assess student understanding and track progress.

CORE SUBJECTS

GOAL SETTING STUDENT GROWTH

BUILDING PERSONALIZED LEARNING PATHWAYS

MATH

Teachers analyze student scores. Set goals for winter and spring. Look at individual and class strengths/ weaknesses by domain.

Teachers customize class lessons to meet the needs of each class based on RIT levels. Teachers use a combination of the Learning Continuum and the Georgia Mathematics Standards.

KHAN ACADEMY
(2021 - present)
RIT bands sent from MAP to provide students with individualized learning pathways.

MANEUVERING THE MIDDLE
is a comprehensive curriculum for middle school math, designed to make math more engaging and accessible for students. It offers a variety of resources, including guided notes, real-world applications, hands-on activities, and digital resources.

SOCIAL STUDIES

Analyze student Lexile levels and language proficiency. This will help determine areas of focus on writing.

Teachers build review and build lessons that focuses on cross curricular connections.

ACHIEVE 3000
(2022 - present)
Students are given differentiated text based on their Lexile. The goal is provide each student an opportunity to growth their reading Lexile.

MINI DBQ
(2023 - present)
Encourages students to develop essential historical skills, such as sourcing, contextualizing, & corroborating historical documents. It promotes critical thinking by requiring students to analyze and interpret historical documents. They must consider the perspectives, biases, and reliability of sources, fostering a deeper understanding of historical events.

MAPPING OUR WORLD/GA STUDIES
(2023 - present)
Promotes geographical understanding by offering detailed and interactive maps. It allows individuals to explore and analyze geographical data, gaining insights into the world's physical and cultural landscapes. Brings in concepts that relate to math, science, and ELA standards.

GALLOPADE'S SOCIAL STUDIES
curriculum offers a dynamic and engaging learning experience for students, fully aligned with Georgia's Standards of Excellence. It provides comprehensive coverage of key historical, geographical, political, and cultural topics, ensuring a well-rounded education. With interactive activities and hands-on projects, the curriculum makes learning exciting and accessible for all students. Teachers are supported with detailed lesson plans and resources, allowing them to effectively address diverse learning needs. The integration of digital tools and up-to-date content keeps students engaged and informed. This curriculum enhances critical thinking and problem-solving skills. For 8th grade it fosters a deep understanding and appreciation of Georgia's rich heritage, preparing students to be informed and active citizens.

SCIENCE

Analyze student Lexile levels and language proficiency. This will help determine areas to target writing.

Teachers build review and build lessons that focuses on cross curricular connections.

ACHIEVE 3000
(2022 - present)
Students are given differentiated text based on their Lexile. The goal is provide each student an opportunity to growth their reading Lexile.

STEMscopes SCIENCE
curriculum offers an engaging and hands-on approach to learning science, ensuring your child remains excited and curious about the subject. It aligns with state standards, guaranteeing that the material meets educational requirements and helps students perform well on assessments.

ELA

Teachers analyze student scores. Set goals for winter and spring. Look at individual and class strengths/weaknesses by domain.

Teachers customize class lessons to meet the needs of each class based on RIT levels. Teachers use a combination of the Learning Continuum and the Georgia ELA Standards.

ACHIEVE 3000
(2022 - present)
Students are given differentiated text based on their Lexile. The goal is provide each student an opportunity to growth their reading Lexile.

HMH (HOUGHTON MIFFLIN HARCOURT) ELA
curriculum is a comprehensive, standards-aligned literacy program designed to build strong readers, writers, and thinkers. It integrates reading, writing, speaking, and listening through high-interest texts and scaffolded instruction. At the middle and high school levels, the curriculum includes a diverse selection of literary and informational texts that challenge students while promoting cultural relevance and critical thinking.

UPDATED: 06/2025

◆ SPORTS AND CLUBS ◆

● NATIONAL JUNIOR HONOR SOCIENTY (NJHS)

The National Junior Honor Society (NJHS) is an esteemed organization that recognizes and encourages academic achievement among middle school students. It promotes leadership, service, character, and citizenship. Membership is a prestigious honor that provides students with opportunities for personal growth and community involvement through various activities and service projects. Being part of NJHS fosters a commitment to excellence and prepares young individuals for future academic and personal success.

Sponsor: Sebrina Long slong@chattco.org

● STUDENT COUNCIL

Student council is a student-led organization within schools that empowers students to contribute to the school community. It serves as a voice for the student body, promoting leadership, responsibility, and civic engagement. Members of the student council organize events, address student concerns, and work on initiatives to improve the school environment. Participation in student council helps students develop essential skills in communication, teamwork, and problem-solving, preparing them for future leadership roles.

Sponsor: Allyn Jones ajones@chattco.org

● FOOTBALL

Football is a team sport that involves strategy, physical skill, and teamwork. Players work together to advance the ball down the field and score points by getting the ball into the opposing team's end zone. Participation in football promotes physical fitness, discipline, and camaraderie among teammates. The sport provides an opportunity for students to develop leadership skills, resilience, and a strong work ethic.

Coach: Jermain Ballard (Head) jballard@chattco.org
Assistant Coach: Jake Long jlong@chattco.org
Assistant Coach: Timothy Morrow tomorrow@chattco.org

● CHEERLEADING

We are excited to announce that CCMS is home to a vibrant cheerleading team! Our dedicated squad promotes school spirit through energetic performances at various school events and games. Cheerleaders learn valuable skills in dance, cheer, and teamwork while fostering a sense of pride and community within our school. We encourage parents to support our cheerleaders and join us in celebrating their enthusiasm and hard work at our upcoming events.

Coaches:
Allyn Jones ajones@chattco.org
Kaitlyn Miller kmiller@chattco.org

● BASKETBALL

Our basketball team provides students with the opportunity to further develop their athletic skills, teamwork, and sportsmanship. Through regular practices and competitive games, players enhance their physical fitness and enjoy the camaraderie of being part of a dedicated group. We encourage parents to support our student-athletes and join us in cheering them on at their games. Let's come together to celebrate school spirit and the achievements of our talented team .

Girls' Coach: Jazmin Thomas jthomas@chattco.org
Boys' Coach: Jermaine Ballard jballard@chattco.org

● BASEBALL

We are excited to announce the formation of our school's baseball team! This team provides a wonderful opportunity for students to develop their skills, teamwork, and sportsmanship. Practices will be held after school, and we look forward to a season filled with fun, learning, and competition. We encourage all interested students to join and support our team as we embark on this exciting journey. Go team!

Coach: Jake Long jlong@chattco.org

● TRACK AND FIELD

Track and field is a dynamic sport that combines running, jumping, and throwing events, allowing athletes to showcase speed, strength, and skill. Events range from sprints and distance races to relays, long jump, high jump, shot put, and more. It promotes physical fitness, discipline, and teamwork, making it a popular sport at both school and competitive levels.

Coaches:
Jazmin Thomas jthomas@chattco.org
Kendrick Washington kwashington@chattco.org

● CROSS COUNTRY

We are thrilled to introduce our school's cross-country team! This is a fantastic opportunity for students to improve their fitness, build endurance, and experience the joy of running. Practices will take place after school, and we look forward to a season of personal growth, teamwork, and fun. We encourage all interested students to participate and support our cross country team as we embark on this exciting adventure.

Coach: Grace Rodriguez grodriguez@chattco.org

● ACADEMIC BOWL

The Academic Bowl is a fast-paced, team-based competition that challenges students on a wide range of subjects, including math, science, history, literature, and current events. It encourages critical thinking, quick recall, and collaboration, providing students with a fun and competitive way to showcase their academic strengths.

Sponsor:
Maria Howard mhoward@chattco.org
Abria Jackson ajackson@chattco.org

● FUTURE BUSINESS LEADER OF AMERICA (FBLA)

FBLA (Future Business Leaders of America) is a student organization that prepares young people for careers in business through academic competitions, leadership development, and real-world experiences. Members gain valuable skills in communication, teamwork, and problem-solving while exploring career pathways and networking with peers and professionals.

Sponsor: Valeria Ready vready@hattco.org

● BAND

The CCMS Band, working closely with the CCHS Band, forms a vibrant musical pipeline that welcomes middle schoolers into a supportive and enriching performing environment. Under shared leadership, students from both schools participate in joint rehearsals, community performances, and special events—building confidence, musicianship, and engagement across grade levels. This partnership smooths the transition from middle to high school, fostering continuity, mentorship, and pride throughout the band program.

Sponsor: Luke Queen lqueen@chattco.org

● SOCIAL STUDIES CLUB

The social studies club is an academic organization that brings together students with a shared interest in history, geography, politics, and culture. Through discussions, projects, and activities, members delve into various aspects of social studies, gaining a deeper understanding of the world and its diverse societies. The club often hosts events like debates, guest speakers, and educational trips, enhancing the learning experience beyond the classroom. Participation in the social studies club cultivates critical thinking, global awareness, and civic responsibility.

Sponsor: Maria Howard mhoward@chattco.org

● SPELLING BEE

The spelling bee is a competitive event where students demonstrate their spelling proficiency by correctly spelling a variety of challenging words. Participants compete individually, progressing through rounds until a winner is determined. The spelling bee encourages students to expand their vocabulary, improve their spelling skills, and develop confidence in public speaking. This academic competition promotes a love of language and learning, providing a supportive environment for students to showcase their talents and hard work.

Sponsor: Allyn Jones ajones@chattco.org



◆ RECOGNITIONS & CELEBRATIONS ◆

● STUDENT OF THE MONTH RECOGNITION

At our school, Students of the Month are chosen by their teachers based on several criteria that highlight exemplary behavior and academic excellence. Teachers look for students who consistently demonstrate the following qualities:

ACADEMIC ACHIEVEMENT: Consistently high performance and dedication to their studies Positive Attitude: A positive and enthusiastic attitude towards learning and school activities.

GOOD CITIZENSHIP: Demonstrating kindness, respect, and responsibility towards peers, staff, and the school community.

IMPROVEMENT AND EFFORT: Significant improvement in academics or behavior and putting forth their best effort.

LEADERSHIP: Showing leadership qualities by helping others, participating actively in class, and contributing positively to the school environment. Each month, teachers nominate students who embody these qualities, and a selection is made to recognize and celebrate their outstanding contributions. The chosen students are honored with a certificate, featured in school announcements, and recognized at our monthly board meetings. The board meetings are held every second Tuesday in the month at 6:30 p.m.

● 8TH GRADE PROMOTIONAL CEREMONY

The 8th Grade Promotional Ceremony is a special event celebrating our students' transition from middle school to high school. This memorable occasion honors their hard work, achievements, and growth throughout their middle school years. The promotional ceremony is held in the month of May. This year, the ceremony is scheduled for May 14th at 6:00 pm.

● HOMECOMING

CCMS Homecoming will take place during football season, bringing our school community together for a week of spirited activities and events. Homecoming week will feature themed dress-up days, a pep rally, and various competitions leading up to the highly anticipated Homecoming football game. The week will culminate with the crowning of the Homecoming court during halftime of the game.

This is a wonderful opportunity for students, staff, and families to show their school spirit and Panther Pride. We encourage everyone to participate and make this Homecoming an unforgettable celebration. Stay tuned for more details and a schedule of events. Go Panthers!

● 8TH GRADE FORMAL

We are excited to announce the annual 8th Grade Formal, a highly anticipated event that takes place every year in April. This special evening is dedicated to celebrating our 8th-grade students as they prepare to transition to high school. The formal includes music, dancing, refreshments, and the chance for students to dress up and enjoy a memorable evening with their friends and classmates.

We encourage all 8th graders to participate in this memorable event and look forward to seeing them shine. More specific details about the event will be shared as we get closer to the date. If you have any questions or need further information, please contact the school administration.

● DANCES

GENERAL RULES:
Students must follow the school disciplinary code, including dress code, at all dances. Violations may result in being asked to leave and possible disciplinary actions.

DRESS CODE:
Students must follow appropriate school dress codes during all school events. Dresses worn to school dances must be of school-appropriate length.

OUT-OF-SCHOOL GUESTS:
Dates must at least be in the 7th grade and/or no older than 15.
Proper documentation must be completed and approved before the dance. See the dance sponsor for forms or questions.

● ATHLETIC BANQUET

Our Athletic Banquet is an event dedicated to celebrating the hard work, dedication, and achievements of our student-athletes. This special evening will honor the outstanding performances and contributions of our athletes across all sports.

THE ATHLETIC BANQUET WILL INCLUDE:

- Recognition of individual and team accomplishments
- Special awards and presentations
- Speeches from coaches and team captains
- Dinner and refreshments

We encourage all athletes, their families, and supporters to join us for this memorable event as we celebrate the spirit of sportsmanship and the achievements of our talented students. More specific details about the event will be shared as we get closer to the date. If you have any questions or need further information, please contact the school administration.



◆ PANTHER EXPECTIONS - THE MIDDLE WAY ◆

● THE VISION OF THE MIDDLE

To foster a safe environment where students thrive academically, socially, and emotionally, displaying Panther Pride in every aspect of the school experience.

HERE'S A BREAKDOWN OF HOW IT TYPICALLY WORKS:

● EARNING POINTS

POSITIVE BEHAVIOR: Students earn points for demonstrating positive behaviors such as participating in class, helping others, staying on task, and showing perseverance.

SPECIFIC SKILLS: Teachers can customize point categories to align with classroom goals, such as teamwork, creativity, or leadership.

● LOSING POINTS

NEGATIVE BEHAVIOR: Points can be deducted for behaviors that are disruptive or not conducive to a positive learning environment, such as being off-task, failing to follow directions, or showing disrespect.

CUSTOM CATEGORIES: Teachers can also set up specific categories for point deductions based on classroom rules and expectations.

● TRACKING PROGRESS

INDIVIDUAL REPORTS: Students and parents can view individual progress reports that show points earned and areas for improvement.

CLASS REPORTS: Teachers can monitor the overall behavior trends of the class, helping to identify areas that may need more focus or support.

● REWARDS AND INCENTIVES

GOALS AND REWARDS: Teachers can set up specific goals for students to reach certain point totals, often linked to rewards such as extra recess time, homework passes, or small prizes.

CLASS GOALS: Points can also contribute to whole-class goals, promoting teamwork and collective effort.

● CUSTOMIZATION

FLEXIBLE SETTINGS: Teachers have the flexibility to customize the point system to best fit their classroom management style and educational objectives.

Overall, our behavior point system aims to create a positive and motivating environment where students are recognized and rewarded for their good behavior and active participation.

DIGITAL HALL PASS



Our digital hall pass system is aimed at enhancing efficiency and safety within our school environment. E-Pass provides each student with a personalized electronic pass that allows them to check in and out of various school locations, such as the library, nurse's office, and designated study areas, seamlessly.

This innovative system not only simplifies the process of monitoring student movements throughout the school day but also improves accountability and security measures. By adopting E-Pass, we are committed to ensuring a smooth and secure environment for all students at CCMS.

We believe that E-Pass will contribute significantly to optimizing our school operations while prioritizing student safety. If you have any questions or would like more information about how E-Pass works, please do not hesitate to reach out to the school administration. Thank you for your continued support as we implement this beneficial system for our students' educational experience.

CONDUCT AND STUDENT GUIDELINES

We understand that behavioral infractions may occur from time to time. When such instances arise that necessitate administrative intervention or action, we will adhere strictly to the district's conduct and student guidelines as outlined in our District Student Operation Handbook. This comprehensive handbook provides clear protocols and procedures for addressing various behavioral issues, ensuring that all actions taken are fair, consistent, and in the best interest of all students. Our aim is to foster a positive and respectful school environment, and we appreciate your cooperation in upholding these standards. If you have any questions or need further clarification, please refer to the handbook or contact the school administration.

ATTENDANCE

Middle school hours are from 7:25 AM to 2:30 PM. Students arriving after 7:25 AM will be marked tardy, and those leaving before 11:00 AM will be marked absent. To support our vision of fostering a thriving academic and personal environment, we emphasize the importance of regular attendance. Whenever possible, please schedule doctor appointments after school hours. Attendance notes can be sent to mhattendance@chattco.org. Thank you for your cooperation in helping us achieve our goals.

TARDIES

To maximize instructional time and foster a culture of accountability, all students are expected to be in their assigned classrooms and ready to learn by the start of the school day. Any student arriving after 7:25 AM will be marked tardy and must check in through the front office to receive a late slip. In accordance with Georgia student attendance standards, excessive unexcused tardiness will be addressed through a progressive intervention process: a student's 3rd and 5th unexcused tardies will result in an administrative warning and parent notification, a 10th tardy will trigger a mandatory referral to the school counselor or Attendance Review Team (ART) to develop a behavior contract, and accumulating 20 or more unexcused tardies will result in formal disciplinary action and a mandatory referral to the School Social Worker for a Truancy Intervention Meeting.

● DRESS FOR SUCCESS - OBTAIN THE VISION

Chattahoochee County emphasizes that the business of school is student learning. Appropriate dress and grooming standards should support this purpose, promoting a positive learning atmosphere and a safe, orderly environment free from disruption.

These standards should be easily enforced by teachers and administrators and self-monitored by students and parents before arriving at school.

TOPS:

- Must cover the chest, back, and midriff/stomach.
- Must be long enough to reach below the waistband of bottoms.
- Sheer/see-through tops are not permitted.
- Crop, halter, racer-back, tube, camisole, spaghetti straps, excessive armhole, or muscle tops are not permitted.
- Undershirts cannot be worn as tops.

BOTTOMS:

- Must be made of solid material and reach mid-thigh or longer. We do not use the fingertip rule.
- Excessively tight pants (e.g., yoga pants, leggings/jeggings) are not permitted.
- Distressed bottoms are allowed, but holes or rips above mid-thigh are not permitted.
- Must be worn at the natural waistline; sagging is not permitted.
- Pajamas/fleece bottoms are not permitted.
- Fishnet clothing/stockings are not permitted.
- Volleyball, biker, and cycling shorts are not permitted.

OTHER:

- Proper undergarments must be worn and not exposed.
- House shoes/slippers are not permitted.
- No headgear (caps, hats, toboggans, visors, bandannas, scarves, headbands)
- Rollers, combs, picks, and brushes worn in the hair are not permitted.
- Sunglasses are not permitted inside the building.
- Hoods are not to be worn on the head inside the building.
- Trench coats are not permitted.
- Tattoos and clothing may not display or promote inappropriate content, including racial slurs, profanity, sexually suggestive language or representations, violence, alcohol, tobacco, drugs, or gangs.

ENFORCEMENT:

- Students who violate the dress code are subject to disciplinary action according to the discipline policy.
- The principal or designee has the authority to make final determinations regarding compliance with the Dress for Success Code Policy.
- It is crucial that students and parents use good judgment based on the school's mission.

● CCMS DISTRACTION FREE POLICY

The "Distraction-Free Education Act" aims to minimize distractions and improve focus in the classroom. This means that cellphones and smartwatches will no longer be allowed in the classroom during instruction time.

♦ POLICY DETAILS

During the school day, students are expected to remain focused on learning with minimal distractions. To support this goal and in compliance with the Distraction-Free Education Act-HB 340, the use of personal electronic devices—including cell phones, smartwatches, and earbuds or headphones—is not permitted during instructional time. Headphones are allowed in the classroom only when explicitly permitted by the teacher for academic or instructional use.

All devices must be turned off and given to the student's homeroom teacher. The teacher will place all cellphones in a locked box. Cellphones will be returned at the end of 5th period. When students arrive to their connection class, they must then give their phones to the connection teacher. The connection teacher will keep all phones in a locked box. All cellphones will be returned at the end of the class period.

♦ VIOLATIONS & CONSEQUENCES

RESPONSIBILITY: Students are fully responsible for any loss, damage, or theft of personal devices brought to school.

***CCMS is not responsible for lost, misplaced, or damaged items brought to school by students voluntarily.

♦ UNAUTHORIZED USE:

- There is no authorized use during the school day.
- Taking photos or videos of students or staff without permission is strictly prohibited.
- Sharing or posting unauthorized content may result in short- or long-term suspension.

♦ REPEAT OFFENSES:

- Students who break the device policy will have their device placed on administrative hold for parent pickup or be assigned In-School Suspension (ISS).

VIOLATION PROGRESSION FOR TEACHERS
(if a student is caught with a personal device)

- **FIRST OFFENSE:** The device will be confiscated immediately, and the infraction will be documented in PowerSchool. The device will not be returned to the student; a parent or legal guardian must come to the school to pick it up.

- **SECOND OFFENSE:** The student will receive an immediate office referral. The device will be confiscated and turned over to a school administrator. Administration will follow the progressive disciplinary actions outlined on the following page, and a parent or legal guardian must pick up the device.

- These consequences are designed to encourage responsible behavior and ensure that all students can learn in a distraction-free environment.

ELECTRONIC DEVICE & MEDIA POLICY

1. CELLPHONES & SMARTWATCHES

Students are not permitted to use or display cellphones or smartwatches during instructional time unless explicitly authorized by a teacher.

1ST OFFENSE: Administrative Discretion The teacher will immediately confiscate the device, and the infraction will be documented in PowerSchool. The device will not be returned to the student; a parent or legal guardian must pick up the device from the school. Parents will be formally notified of the consequences for any subsequent offenses.

2ND OFFENSE: The teacher will confiscate the device and turn it over to an administrator. The parent/guardian must pick up the device, and the student will receive 3 days of In-School Suspension (ISS).

3RD + OFFENSE: The teacher will confiscate the device and turn it over to an administrator. The parent/guardian must pick up the device, and the student will be formally referred to administration for Insubordination.

2. HEADPHONES & EARBUDS

Headphones and earbuds may only be used during class time with explicit teacher approval.

1ST OFFENSE: The teacher will confiscate the device and return it to the student at the end of the day. Parents will be notified of the consequences for the next offense.

2ND OFFENSE: The teacher will confiscate the device, and a parent/guardian is required to pick it up. The student will receive 3 days of In-School Suspension (ISS).

3RD + OFFENSE: The teacher will confiscate the device, and a parent/guardian is required to pick it up. The student will be formally referred to the administration for Insubordination.

3. FILMING FIGHTS & ALTERCATIONS

To maintain a safe and respectful school environment, no student shall film, record, or distribute footage of a fight or any physical/verbal encounter between students.

1ST OFFENSE: 3 days of In-School Suspension (ISS) and immediate confiscation of the recording device (parent pickup required).

2ND OFFENSE: 5 days of In-School Suspension (ISS) and immediate confiscation of the recording device (parent pickup required).

3RD OFFENSE: 3 days of Out-of-School Suspension (OSS), formal administrative referral, and immediate confiscation of the recording device (parent pickup required).
Note: These heightened consequences are designed to encourage digital responsibility, eliminate classroom distractions, and ensure that all Chattahoochee County Middle School students can learn in a safe environment.

● PARENT & GUARDIAN SUPPORT

We value the partnership between home and school in promoting a successful and focused learning environment. In support of the Distraction-Free Education Policy, we respectfully ask parents and guardians to reinforce these expectations at home. Please encourage your child to keep personal devices such as cell phones, smartwatches, and headphones turned off and stored in their locker or backpack during the school day.

To minimize disruptions to instruction, we also ask that families refrain from calling or texting students during class hours. If you need to reach your child in an emergency, please contact the front office, and we will ensure your message is delivered promptly.

We understand that there may be unique circumstances that require individual consideration. If your child has a medical need or other emergency-related concern that necessitates access to a personal device during the school day, we encourage you to contact school administration to discuss an appropriate plan.

● PROHIBITED BEVERAGES: ENERGY DRINKS

To support student health, wellness, and a focused learning environment, energy drinks are strictly prohibited on school campus, on school transportation, and at all school-sponsored events. For the purposes of this policy, energy drinks are defined as highly caffeinated beverages containing large amounts of sugar, taurine, guarana, or other stimulants (e.g., Monster, Red Bull, Celsius, Prime Energy). Students are not permitted to possess, consume, sell, or distribute these beverages at any time during the school day. Any prohibited beverages brought to school will be confiscated and discarded.

DISPOSITION: Violations of this policy will be addressed through progressive discipline, taking into consideration the nature, severity, and frequency of the offense. Administrative responses may include a warning, parent/guardian notification, confiscation and disposal of the prohibited beverage, lunch detention, In-School Suspension (ISS), or Out-of-School Suspension (OSS), as deemed appropriate by school administration. Students who sell or distribute energy drinks may be subject to more serious disciplinary consequences in accordance with the Student Code of Conduct.

◆ RULES AND DISPOSITIONS ◆

- **NOTICE:**

  The principal, authorized representatives, and/or School Resource Officer(s) have the authority to conduct reasonable interviews/investigations of students to investigate and address student misconduct without parental consent.

  This includes the authority to search students and their property, including personal vehicles parked on campus, if there is reason to believe the search could prevent danger, disruption, or the continued violation of laws.

- **DISCIPLINE CODE:**
  - Chattahoochee County's Discipline Code is progressive in nature.
  - Violations of the Student Discipline Code (SDC) and the appropriate minimum dispositions are outlined below.
  - Administrators have discretion in handling each violation as they occur, but each subsequent violation will be addressed with increasing severity following progressive discipline procedures.
  - The aim of the Discipline Code is to ensure a safe and orderly learning environment, promoting student responsibility and adherence to school policies.

- **AGGRESSIVE BEHAVIOR:** Verbal Assault of Another Student / Threatening or Intimidating
  - **Without physical contact:**
    - ◊ **1st Offense**: Minimum Administrative Detention
    - ◊ **2nd Offense**: 2 days ISS
    - ◊ **3rd Offense**: 3 days ISS or 3 days OSS min (Admin discretion)
  - **With physical contact:**
    - ◊ **1st Offense**: 3 days ISS
    - ◊ **2nd Offense**: 5 days ISS
    - ◊ **3rd Offense**: 3 days OSS or admin discretion

- **ALCOHOL/ILLEGAL DRUGS/INHALANTS:**

  Drug paraphernalia will be confiscated and delivered to SRO/law enforcement for testing.
  - **Paraphernalia / Drugs / Inhalants**

    No student shall possess, consume, transmit, store, be under any degree of influence of, buy, sell, or otherwise distribute, or possess with intent or attempt to buy, sell, or distribute drugs, narcotics, hallucinogens, amphetamines, barbiturates, marijuana, or any other substances under the Georgia Controlled Substances Act, or any substance believed by the student to be an illegal drug. Any substance containing any amount of Tetrahydrocannabinol (THC), including, without limitation, Delta 8, Delta 9, Delta 10, and any other similar substances will be considered illegal drugs on school property.
    - **Disposition:** Referral to SRO, 10 Days OSS & Referral to a tribunal with a recommendation of:
      - ◊ **1st Offense**: Minimum of 90 days Alternative School
      - ◊ **2nd Offense**: Minimum of 180 days Alternative School
      - ◊ **3rd Offense**: Expulsion

- **ALCOHOL (CONSUMPTION & POSSESSION)**

  No student shall possess, consume, transmit, store, be under any degree of influence of, buy, sell, or otherwise distribute or possess with intent or attempt to buy, sell, or otherwise distribute, or possess with intent to distribute alcoholic beverages (including related products such as "near" beer, non-alcoholic beer and non-alcoholic wine coolers) or any other substances under the Georgia Controlled Substances Act or any substance believed by the student to be an alcoholic product. Legal intoxication is not required of this Code of Conduct.
  - **Disposition:** Referral to SRO, 10 Days OSS & Referral to a tribunal with a recommendation of:
    - ◊ **1st Offense**: Minimum of 90 days Alternative School
    - ◊ **2nd Offense**: Minimum of 180 days Alternative School
    - ◊ **3rd Offense**: Expulsion

- **ATTENDANCE VIOLATIONS:**
  - **General Note:** All students are expected to attend school as per the attendance code in the handbook.
  - All early dismissals for non drivers must be signed out in person by a parent or legal guardian. Phone calls and emails alone will not be accepted as valid forms of checkout authorization.
  - Student drivers may be allowed to check out without a parent being physically present if the following conditions are met:
    - A written note from the parent/guardian is provided,
    - An email is sent to the attendance clerk from the parent/guardian, and
    - The attendance clerk confirms the dismissal through a phone call to the parent/guardian for verification.

      ***All three steps must be completed before a student driver will be permitted to leave campus.**
  - Medical appointments require documentation for sign-out and re-entry.
  - Students dismissed early must leave campus unless checked back in with a pass.
  - Parking privileges may be revoked for attendance violations.
- **TRUANCY:** Failing to attend school as required by Georgia Compulsory Attendance Laws.
  - **SKIPPING:** Missing or being tardy to class without a valid excuse. Being 10+ minutes late is considered skipping.
    - **Disposition:**
      - ◊ **1st Offense:** Administrative Detention
      - ◊ **2nd Offense**: 3 days ISS
      - ◊ **3rd Offense**: 5 days ISS or possible OSS (Admin discretion)
  - **LEAVING CAMPUS**: Leaving school grounds without permission from a parent and the principal or designee.
    - **Disposition:**
      - ◊ **1st Offense**: 3 days ISS, 10 days loss of driving/parking privileges
      - ◊ **2nd Offense**: 5 days ISS, 20 days loss of driving/parking privileges
      - ◊ **3rd Offense**: 3 days OSS, permanent loss of driving/parking privileges
  - **UNAUTHORIZED AREA:** Being in any location without specific permission (e.g., gym, restroom, lockers, parking lot, hallways, Media Center, offices, more than one person in a restroom stall).
    - **Disposition:**
      - ◊ **1st Offense**: Administrative Detention or 1 day ISS (Admin. Discretion)
      - ◊ **2nd Offense**: 3 days ISS
      - ◊ **3rd Offense**: 5 days ISS
  - **TARDIES TO CLASS**: Being late to class without a valid excuse.
    - **Disposition:**
      - ◊ **1st Unexcused Tardy**: Teacher documentation
      - ◊ **2nd Unexcused Tardy**: Teacher notify guardian
      - ◊ **3rd Unexcused Tardy**: Teacher referral to Admin- Administrative Detention
      - ◊ **4th Unexcused Tardy**: Discipline Referral/1 day ISS
      - ◊ **5th Unexcused Tardy**: Discipline Referral/3 days ISS
      - ◊ **6th Unexcused Tardy**: Discipline Referral/5 days ISS
    - **More than 6 tardies** will require a parent conference. Admin discretion as to the consequences and include out of school suspension.
    - **Ten or more tardies** require referral to external agencies(DFCS, law enforcement, juvenile court)
    - **Tardies will be counted per semester** and will restart at the beginning of the next semester.
  - **TARDIES TO SCHOOL:** Students with driving privileges who arrive late without a valid excuse will have driving privileges revoked.
    - **Disposition:**
      - ◊ **1st Offense**: Warning
      - ◊ **2nd Offense**: Administrative Conference/ contact guardian
      - ◊ **3rd Offense**: 5 days loss of driving privileges & Admin. Detention
      - ◊ **4th Offense**: 10 days loss of driving privileges & Admin. Detention
      - ◊ **5th Offense**: 20 days loss of driving privileges
      - ◊ **6th Offense**: Permanent loss of driving privileges

- **BOMB THREATS/TERRORISTIC THREATS:**
  - **BOMB THREATS:** Defined as transmitting a false alarm suggesting a bomb or explosive is concealed on school property, creating a potentially dangerous situation.
  - **TERRORISTIC THREATS:** Defined as a willful threat to commit a crime resulting in death or bodily harm, made with specific intent, or causing reasonable fear.
    - **Dispositions:**
      - ◊ Referral to School Resource Officer/Law Enforcement, 10 Days OSS, and Recommendation for Tribunal

- **HARASSMENT/BULLYING**

  Chattahoochee County High School is committed to providing a safe, supportive, and orderly learning environment. Behavior that compromises the physical, emotional, or mental well-being of others will not be tolerated. To ensure clarity for students and families, the district distinguishes between **Harassment** and **Bullying** based on the frequency, intent, and nature of the behavior.

  - **HARASSMENT:** Harassment is defined as any single or isolated electronic, written, verbal, or physical act intended to intimidate, mock, or create an uncomfortable environment for another student. While serious, harassment lacks the repetitive, targeted nature defined under state bullying laws.
    - ◊ **1st Offense:** Administrative Conference and one (1) day of In-School Suspension (ISS).
    - ◊ **2nd Offense:** Three (3) days of In-School Suspension (ISS). *Note: A second offense of harassment may be legally classified and processed as Bullying.*
    - ◊ **3rd Offense:** Five (5) days of In-School Suspension (ISS) or Out-of-School Suspension (OSS), and placement on a mandatory Behavior Contract.
  - **BULLYING:** In accordance with Georgia Law (**O.C.G.A. § 20-2-751.4**), bullying is a **pattern of behavior** defined as willful attempts or threats to inflict injury, physical harm, or severe mental stress on another person, accompanied by an apparent ability to do so. It includes intentional displays of force that give a victim reason to fear immediate bodily harm, as well as ongoing, repetitive verbal, written, or electronic abuse directed at a specific individual.

    Because bullying involves systematic or severe threat of harm, it carries immediate, severe progressive disciplinary actions:
    - ◊ **1st Offense:** Minimum of three (3) days of Out-of-School Suspension (OSS).
    - ◊ **2nd Offense:** Minimum of five (5) days of Out-of-School Suspension (OSS) and a mandatory administrative Behavior Contract.
    - ◊ **3rd Offense (Within a Single School Year):** Ten (10) days of Out-of-School Suspension (OSS) and an immediate recommendation to a disciplinary tribunal for alternative school placement.

- **CHEATING:**

  When it is determined that a student has been involved in cheating, the student will receive a zero on the assignment and will not be allowed to retake that assignment and/or make up that grade.
  - **SCHOLASTIC DISHONESTIES:**
    - ◊ Taking unauthorized information of any form into a test situation.
    - ◊ Plagiarism (using a writer's ideas without giving due credit through documentation). This included direct copy and paste from AI sources.
    - ◊ Taking test questions to provide assistance in later situations or the theft of a test, or any other instructional material.
    - ◊ Copying the work of others, including but not limited to, homework.
    - ◊ Giving or taking information concerning a test after one individual has taken a test and the same form of the test is to be given later.
    - ◊ Taking unauthorized information from a computer.
    - **Disposition for All Offenses:**
      - ◊ Administrative Detention
      - ◊ Zero on the assignment
      - ◊ No retake privilege
      - ◊ Parent notification

- **CHRONIC MISBEHAVIOR:**

  Students who willfully and persistently violate the student discipline code for the same or a variety of offenses may be recommended for tribunal.
    - **Disposition:**
      - ◊ Administrative Discretion / Referral to Tribunal / Alternative School

- **PERSONAL ELECTRONIC DEVICES**

  In compliance with Georgia House Bill 1009 (**HB 1009: The Distraction-Free Education Act**), which mandates a "bell-to-bell" restriction on personal communication devices for all students, Chattahoochee County High School enforces a strict personal technology policy. The business of school is student learning; therefore, our campus must remain a focused environment completely free from digital distractions.

  Because all students are issued a school Chromebook to complete their academic work, **there is never a time when a student will need a personal device for schoolwork.** If headphones are required for a classroom activity, teachers will provide wired headphones to the students.

  - ⚠ **IMPORTANT LIABILITY DISCLAIMER:** Chattahoochee County High School assumes **no responsibility** for the loss, theft, or damage of any personal electronic items brought onto campus. School administration and law enforcement will not conduct area or classroom searches, nor will they review security camera footage, to locate missing or stolen personal devices.

  - **AUTHORIZED VS. UNAUTHORIZED DEVICES**

    To maintain a secure and focused learning environment, the school restricts what electronics may be brought onto campus:

    - **Cell Phones:** Cell phones are the **only** personal electronic device permitted on campus, should a parent or guardian wish to send their student to school with one.

    - **Prohibited Electronics:** Personal tablets, computers, laptops, wireless earbuds/ headphones (e.g., AirPods), portable gaming systems, smart glasses, and smartwatches are **not permitted** at school. If brought to campus, these items are subject to immediate confiscation and will count toward the progressive discipline ladder.

  - **THE DAILY STORAGE & CHECK-IN PROCESS**

    To ensure compliance with the Distraction-Free Education Act, the school provides a secure method for storing cell phones during the day.

    - **Morning Collection (Standard Arrival):** Upon arrival to school, during the morning *Panther Preamble* period, students are strongly encouraged and recommended to turn in their cell phones to their Advisement teacher. Devices will be securely locked within a heavy-duty, 36-slot Vevor lockbox inside that classroom.

    - **Late Arrival Collection:** Students who check in late to school must turn their cell phone in to the **front office** immediately upon arrival. To prevent instructional disruptions, late arrivals are strictly prohibited from entering a Elevate Advisement classroom to turn in a device.

    - **Policy Enforcement:** If a student chooses not to submit their device during morning collection, that choice rests solely on the student. Students must understand that **mere possession of an electronic device at any point during the school day is a direct violation of state law and school policy.** The device does not need to be active or in use to constitute a violation; if it is seen, heard, or found in a student's possession, disciplinary action will be taken.

    - **Dismissal Retrieval:** Students who checked in their devices on time will retrieve them from their Advisement teacher at the end of the day. Students who arrived late will collect their devices from the front office after the final dismissal bell.

    - **Parent-Student Communication:** If a parent needs to contact a student during the school day, they may send an email to the student's school email address or contact the front office directly. School staff will ensure the message is delivered promptly to the student.

- **PROGRESSIVE DISCIPLINE & CONSEQUENCES**

  To ensure fairness and consistency, violations are tracked cumulatively across the school year. **Any electronic device violation counts toward the progressive discipline ladder, regardless of the type of device confiscated.** For example, if a student has an unauthorized smartwatch in their possession in August (1st Offense) and an unsubmitted cell phone in their pocket in October (2nd Offense), they automatically face the second-offense consequence.

  If a student is found in possession of any personal electronic device during the school day (including in classrooms, hallways, or restrooms), the device will be immediately confiscated by administration and processed through the following progressive scale:

  ◊ **1st Offense:** One (1) day of In-School Suspension (ISS). The device must be picked up by a parent or guardian. If a parent is unable to pick it up immediately, the device will remain locked in the school safe until a parent can retrieve it.

  ◊ **2nd Offense:** Three (3) days of In-School Suspension (ISS). The device must be picked up by a parent or guardian.

  ◊ **3rd Offense:** One (1) day of Out-of-School Suspension (OSS). The device must be picked up by a parent or guardian, and a mandatory parent-administration conference is required upon the student's return.

  ◊ **4th Offense:** Three (3) days of Out-of-School Suspension (OSS). The device must be picked up by a parent or guardian, and a mandatory parent-administration conference is required upon the student's return.

  ◊ **5th Offense:** Five (5) days of Out-of-School Suspension (OSS) and an immediate recommendation to a disciplinary tribunal for alternative school placement, as the student is now demonstrating chronic defiance and behavior modification strategies have been exhausted.

*****Medical Exception Note:** In strict compliance with federal and state regulations, students with documented medical disabilities may be permitted to possess or utilize a specific personal electronic device if it is explicitly required for medical monitoring or health accommodation, and formally documented within the student's current Individualized Education Program (IEP) or Section 504 Plan.

- **GENERAL SCHOOL CONDUCT:**
  - **RUDE/DISRESPECTFUL (Adults: Teachers, Faculty/Staff)** Definition: No student shall be disrespectful towards any adult. This includes arguing, raising their voice, interrupting, being offensive, displaying a poor attitude, intimidating, threatening, or any other impolite actions.
    - **Disposition:**
      - ◊ **1st Offense**: 3 days ISS
      - ◊ **2nd Offense**: 3 days OSS
      - ◊ **3rd Offense:** 5 days OSS
      - ◊ **4th Offense:** 10 days OSS with possible recommendation for tribunal

      Note: Disposition may vary based on severity and could immediately include OSS for any offense.
  - **RUDE / DISRESPECTFUL CONDUCT (Toward Other Students)** Definition**:** Any verbal, written, electronic, or physical conduct directed at another student that is rude, insulting, Mocking, or intentionally disrespectful. This behavior disrupts the positive learning environment but does not meet the legal definition of bullying or harassment.
    - **Disposition:**
      - ◊ **1st Offense:** Administrative Conference (**Minimum**).
      - ◊ **Subsequent Violations:** Progressive discipline will be applied to recurring offenses, beginning with **one (1) days of In-School Suspension (ISS)** and escalating if the behavior continues.

- **PROFANITY (Adults: Teachers, Faculty/Staff)** Definition: No student shall use profane, vulgar, obscene, abusive, or offensive language/gestures towards any administrator, faculty, staff, or guest on school property or at a school-sponsored event. This includes hand signs, ethnically offensive language, suggestive initials, or jargon commonly known to be disrespectful.
    - **Disposition:**
        - ◊ **1st Offense**: 5 days ISS
        - ◊ **2nd Offense**: 3 days OSS
        - ◊ **3rd Offense**: 5 days OSS
        - ◊ **4th Offense:** 10 days OSS with possible recommendation for tribunal

    Note: Disposition may vary based on severity and could immediately include OSS for any offense.

- **PROFANITY (Students)** Definition: No student shall use profane, ethnically offensive, vulgar, obscene, abusive, or offensive language/gestures towards another student or that may be overheard by an administrator, teacher, adult, faculty/staff, or guest on school property or at a school-sponsored event.
    - **Disposition:**
        - ◊ **1st Offense**: Administrative Conference **(Minimum)**
        - ◊ **2nd Offense**: 1 day ISS
        - ◊ **3rd Offense**: 3 days ISS

- **OBSCENE MATERIALS** Definition: No student shall possess or distribute profane, vulgar, pornographic, obscene, or ethnically offensive materials.
    - **Disposition:**
        - ◊ **1st Offense**: 1 day OSS
        - ◊ **2nd Offense**: 3 days OSS
        - ◊ **3rd Offense**: 5 days OSS
        - ◊ **4th Offense:** 10 days OSS with possible recommendation for tribunal

- **FALSE REPORTS AND ALLEGATIONS** Definition: Making an intentionally false accusation, fabrication, or report against a fellow student, school staff member, or school official. This policy applies to all levels of false reporting. It encompasses situations that students may mistakenly view as "minor" (such as falsely reporting that a peer is in possession of a vape or electronic cigarette) as well as severe, malicious fabrications regarding major rule violations or illegal activity. Because false allegations can severely damage reputations, disrupt the instructional environment, and waste critical administrative resources, they are treated with the utmost seriousness.
    - **Disposition:** Consequences are handled through a progressive discipline framework based on the intent, nature, and severity of the false accusation:
        - ◊ **Minimum Penalty:** One (1) day of In-School Suspension (ISS).
        - ◊ **Maximum Penalty:** Up to ten (10) days of Out-of-School Suspension (OSS) with an immediate recommendation to a disciplinary tribunal for alternative school placement.

- **FAILURE TO ATTEND** Definition: No student shall fail to attend teacher or administrative detention or give cause to be removed from detention or In-School-Suspension (ISS).
    - **Disposition:**
        - ◊ **For Teacher Detention:** Days doubled in ISS and detention served upon completion of ISS.
        - ◊ **For ISS:** OSS and remaining ISS must be completed upon return

- **DRESS CODE POLICY & ENFORCEMENT PROTOCOL**

  The primary objective of the Chattahoochee County High School dress code is to maintain a respectful, safe, and distraction-free learning environment that prepares students for postsecondary and professional settings. Comprehensive guidelines regarding acceptable attire are detailed earlier in this handbook. The following section outlines the administrative consequences for non-compliance.

  - **POLICY STATEMENT & ADMINISTRATIVE AUTHORITY**

  Students are expected to adhere fully to the dress code throughout the entirety of the instructional day. All dress, attire, and grooming choices are subject to the final discretion of the Chattahoochee County High School administration or their designee. Repeated violations demonstrate a disregard for school policy and will not be tolerated.

  - **PROGRESSIVE DISCIPLINARY SCALE FOR DRESS CODE VIOLATIONS**

  When a dress code violation occurs, students will not be permitted to attend regular classes until their attire complies with school standards.

    - ◊ **1st Offense:** Official warning and parent notification. The student will be given an immediate opportunity to correct the violation (e.g., changing clothes or having appropriate attire brought to the school). **The student will remain in In-School Suspension (ISS) for the day or until the dress code issue is fully corrected.**
    - ◊ **2nd Offense:** Three (3) days of In-School Suspension (ISS).
    - ◊ **3rd Offense:** One (1) day of Out-of-School Suspension (OSS).
    - ◊ **Subsequent Offenses:** Accelerated progressive discipline consisting of a minimum of **three (3) days of Out-of-School Suspension (OSS)** per incident. Additionally, a mandatory parent/guardian re-entry conference with administration is required before the student may return to regular classes

- **INSUBORDINATION** Definition: A student is "Insubordinate" when failing to comply with or follow instructions/directions given by an administrator, teacher, faculty, or staff. This includes, but is not limited to, turning over cell phones/electronic equipment to authority, going where instructed, and disregarding directives. Insubordination also includes failure to identify oneself when asked.

  - **Disposition:**
    - ◊ **1st Offense**: 5 days ISS: may be suspended for up to 5 days OSS for refusing to comply with an Administrator's directive.
    - ◊ **2nd Offense**: 3 days OSS; may be suspended for up to 5 additional days OSS for refusing to comply with an Administrator's directive.
    - ◊ **3rd Offense**: Administrative Discretion (possibility or 10 days OSS with recommendation for alternative school)

- **DISRUPTION OF CLASS OR SCHOOL ENVIRONMENT** Definition: No student shall intentionally make noise, create a distraction, or act in any manner that interferes with a teacher's ability to conduct class, or another student's ability to learn.

  - **Teacher-Led Intervention Protocol:** To protect instructional time, teachers will address initial classroom behaviors directly and document each intervention before involving school administration:
    - ◊ **1st Incident:** Direct conference with the student.
    - ◊ **2nd Incident:** Documentation of behavior and a mandatory conference or phone call with the parent/guardian.
    - ◊ **3rd Incident & Beyond:** Formal disciplinary referral to school administration.

    *** Once a student is formally referred to the front office for classroom disruption, the following progressive consequences apply:

    - ◊ **1st Referral:** Administrative Detention (Minimum).
    - ◊ **2nd Referral:** Minimum of one (1) day of In-School Suspension (ISS).
    - ◊ **3rd Referral:** Minimum of three (3) days of In-School Suspension (ISS).
    - ◊ **Subsequent Referrals:** At this stage, the repeated disruption of the learning environment constitutes **chronic defiance of school authority**. Continued offenses will result in **Out-of-School Suspension (OSS)**, with the exact duration determined at administrative discretion.

- **SCHOOL DISRUPTION** Definition: No student shall, by use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other intentional conduct, cause the disruption, obstruction, or interference with any lawful mission, process, or function of the school day.

  EXAMPLES OF MAJOR SCHOOL DISRUPTION INCLUDE, BUT ARE NOT LIMITED TO:

  - Instigating or participating in a mass disturbance (e.g., throwing food or causing a scene in the cafeteria).
  - Screaming, yelling, or cursing in the hallways or common areas in a manner that disrupts ongoing instruction in nearby classrooms.
  - Engaging in aggressive verbal confrontations or threats that require staff intervention to maintain order.
  - Deploying airborne chemical irritants or nuisance odorants on campus, such as liquid novelty prank sprays (e.g., "fart spray"), hunting cover scents, or excessive aerosol chemical sprays that compromise air quality or trigger building evacuations.
  - Any coordinated behavior or stunt designed to draw students away from their assigned locations or disrupt school operations.

    - **Disposition:** Because these actions impact the safety, orderly climate, and operations of the entire student body, they bypass the classroom intervention scale.

      ◊ **All Offenses:** Handled at **Administrative Discretion**, with a **minimum consequence of three (3) days of Out-of-School Suspension (OSS)**. Depending on the severity, scope of the disruption, and safety risks involved, consequences may escalate up to ten (10) days of OSS and a recommendation to a disciplinary tribunal for alternative school placement.

- **FALSE SAFETY REPORTS** Definition: No student shall make false calls to emergency services or report false fire alarms, which create a potentially dangerous interruption to normal school operations and affect the physical and emotional well-being of students and staff.

  - **FALSE CALL TO EMERGENCY SERVICES/ FALSE FIRE ALARM** Definition: No student shall knowingly make or cause a false call to emergency services to be made.

    - **Disposition:**
      ◊ Referral to School Resource Officer, Admin discretion up to 10 days OSS with Recommendation for Tribunal

- **GAMBLING** Definition: No student shall participate in any form of gambling activity as defined by state law, or any activity that involves the wagering, betting, or exchanging of services, money, or items of value. To maintain an appropriate academic focus, students are strictly prohibited from playing cards or engaging in card games during instructional time.

    - **Disposition:**

      ◊ **1st Offense:** Three (3) days of In-School Suspension (ISS).
      ◊ **2nd Offense:** Five (5) days of In-School Suspension (ISS).
      ◊ **3rd Offense:** Three (3) days of Out-of-School Suspension (OSS).
      ◊ **4th Offense:** Five days (5) of Out-of-School Suspension (OSS)
      ◊ **5th Offense:** Ten days (10) of Out-of-School Suspension (OSS) with an immediate administrative recommendation to a disciplinary tribunal for alternative school placement, as the behavior represents chronic non-compliance.

- **GANG-RELATED ACTIVITY** **Definition:** The Chattahoochee County Board of Education maintains a zero-tolerance policy to eliminate and prevent gang influence, symbols, and activities on school grounds.
    - A **"gang"** is defined as any group, association, or fraternity—whether formal or informal—that encourages, facilitates, or participates in illegal, illicit, or disruptive acts.
    - A **"gang member"** is any individual who actively aligns with, promotes, or participates in activities associated with a gang.

    - **PROHIBITED CONDUCT & RULES:**
        - No student shall recruit, solicit, or pressure others into membership or alignment with any gang or gang-related organization.
        - No student shall wear, display, possess, or carry any clothing, apparel, colors, tattoos, hairstyles, jewelry, accessories, or articles that indicate or imply gang affiliation. The principal or administrative designee retains sole and final authority in determining what constitutes gang attire or symbols.
        - No student shall exhibit hand signs, gestures, or behaviors symbolizing gang membership, or participate in gang-related activities that intimidate, threaten, or cause physical harm to another individual.
            - **Disposition:**
                - ◊ **All Offenses:** Immediate referral to the School Resource Officer (SRO) and law enforcement, ten (10) days of Out-of-School Suspension (OSS), and a mandatory recommendation to a disciplinary tribunal for alternative placement or expulsion.

        Note: Students violating this policy are subject to criminal arrest and prosecution under Georgia law.

- **INCENDIARY DEVICES & ARSON** Definition: No student shall possess, handle, carry, light, or discharge any type of incendiary or ignition device on school property, school transportation, or at school-sponsored events. This includes, but is not limited to, matches, cigarette lighters, fireworks, firecrackers, smoke bombs, novelty trick bombs, or chemical stink devices.

    - **Disposition:**
        - ◊ **Standard Violations:** Handled at **Administrative Discretion**, up to and including Out-of-School Suspension (OSS) and device confiscation (items will only be returned to a parent/guardian).
        - **ARSON:** Any activity deemed to be arson (the intentional setting of fire to school property or items) will result in an immediate referral to the School Resource Officer (SRO), ten (10) days of Out-of-School Suspension (OSS), and an automatic recommendation to a disciplinary tribunal for alternative placement or expulsion.

- **OFF-CAMPUS OFFENSES** Definition: Students may be subject to school disciplinary action for off-campus conduct that directly impacts the safety, security, and welfare of the school, its staff, students, or property, or that substantially disrupts the discipline and educational environment of the campus.

    - **Examples of Off-Campus Misconduct include, but are not limited to:**
        - Any action prohibited by the criminal codes of the State of Georgia or the United States.
        - Criminal conduct punishable as a misdemeanor or felony if committed by an adult.
        - Off-campus conduct for which a student has been formally arrested, indicted, adjudicated, or convicted by the court system.
        - Violations of terms explicitly outlined in the Work-Based Learning (WBL) and/or Youth Apprenticeship Program (YAP) student agreement forms.

            - **Disposition:**
                - ◊ Handled at **Administrative Discretion**, up to and including a ten (10) day Out-of-School Suspension (OSS) and referral to a disciplinary tribunal for alternative placement depending on the severity of the offense and its potential impact on the student body.

- **MEDICATION POLICIES: PRESCRIPTION & NON-PRESCRIPTION (OVER-THE-COUNTER) DRUGS**
    - To ensure student safety and maintain compliance with Chattahoochee County School Board policies, **students are strictly prohibited from carrying or having any type of medication in their personal possession at any time while on school property, school transportation, or at school-sponsored events.**
    - If a student requires medication during the school day, the medication must be brought directly to the school clinic by a parent or guardian and turned in to the school nurse immediately upon arrival. All medications must be administered through the clinic following proper medical authorization procedures.

- **NON-PRESCRIPTION / OVER-THE-COUNTER (OTC) MEDICATIONS**
    - **Definition:** This includes any non-prescription medications, supplements, or remedies (e.g., pain relievers, cough drops, allergy medications). While these are available without a prescription, students are prohibited from self-possessing, carrying, or keeping them in lockers or backpacks.
    - **Distribution Prohibitions:** A student is strictly prohibited from selling, sharing, distributing, or possessing with the intent to distribute any over-the-counter medication.
        - **Disposition:**
            - ◊ Handled at **Administrative Discretion** based on the nature of the violation. Consequences range from parent contact and In-School Suspension (ISS) up to an immediate **referral to the School Resource Officer (SRO), ten (10) days of Out-of-School Suspension (OSS), and a recommendation to a disciplinary tribunal** for alternative school placement if distribution or intent to distribute is established.

- **PRESCRIPTION DRUGS**
    - **Definition:** This includes any medication that requires a medical prescription from a licensed healthcare provider. No student shall possess, handle, or use any prescription medication on campus. Possession of a prescription medication that is not explicitly prescribed to that specific student is a severe violation of the student code of conduct and state law.
    - **Distribution Prohibitions:** Under no circumstances shall a student sell, share, trade, distribute, or possess with the intent to sell or distribute any prescription medication on school property.
        - **Disposition:**
            - ◊ Due to the severe safety and legal risks associated with prescription drug misuse, violations carry immediate accelerated consequences:
            - ◊ **All Offenses:** Automatic **referral to the School Resource Officer (SRO)/ law enforcement, ten (10) days of Out-of-School Suspension (OSS), and an immediate recommendation to a disciplinary tribunal** for alternative school placement or expulsion.

- **PHYSICAL OFFENSES & VIOLENCE**
    - Chattahoochee County High School is committed to maintaining a safe, secure, and orderly learning environment. To ensure campus safety, **students are strictly prohibited from putting their hands on other students or school personnel for any reason.** Physical contact of any aggressive or reckless nature will be met with immediate disciplinary intervention.
    - The principal or administrative designees will exercise professional discretion in evaluating physical incidents (distinguishing between horseplay, physical altercations, fighting, or battery) and retain the authority to issue differentiated discipline on a case-by-case basis depending on the severity and context of the incident.

- **HORSEPLAY**
  - **Definition:** Engaging in rowdy, rough, or physically disruptive behavior that does not stem from malicious intent but carries a high risk of injury or escalation. This explicitly includes activities such as **"slap-boxing," "play-fighting,"** pushing, wrestling, or chasing.
    - **Disposition:**
      - ◊ **1st Offense:** (1) day of Out-of-School Suspension (OSS)
      - ◊ **2nd Offense:** Three (3) days of Out-of-School Suspension (OSS).
      - ◊ **3rd Offense:** Ten (10) days of Out-of-School Suspension (OSS) with an immediate administrative recommendation to a disciplinary tribunal for alternative school placement.

- **FIGHTING & PHYSICAL ALTERCATIONS**
  - **Definition:** Participating in a mutual, physical confrontation involving two or more students where punches, slaps, kicks, or other physical blows are exchanged with the intent to inflict harm.
    - **Disposition:**
      - ◊ **1st Offense:** Minimum of five (5) days of Out-of-School Suspension (OSS).
      - ⚠ *Note: Engaging in multiple fights within a single school year demonstrates chronic non-compliance and will result in an immediate referral to the School Resource Officer (SRO), ten (10) days of OSS, and a mandatory recommendation to a disciplinary tribunal for alternative school placement or expulsion.*

- **GANGING UP**
  - **Definition:** A coordinated physical assault where two or more students combine forces to target, ambush, or physically attack a single student or individual.
    - **Disposition:**
      - ◊ **All Offenses:** Immediate referral to the School Resource Officer (SRO)/law enforcement, ten (10) days of Out-of-School Suspension (OSS), and an administrative recommendation to a disciplinary tribunal for alternative placement or expulsion.

- **BATTERY AGAINST A STUDENT**
  - **Definition:** A physical attack or assault initiated by one student against another individual who is not actively participating in a mutual fight. Battery is cited when an unprovoked attack occurs and/ or significant bodily harm or injury is inflicted upon the victim.
    - **Disposition:**
      - ◊ **All Offenses:** Immediate referral to the School Resource Officer (SRO)/law enforcement, ten (10) days of Out-of-School Suspension (OSS), and a recommendation to a disciplinary tribunal for alternative school placement.

- **BATTERY AGAINST SCHOOL PERSONNEL (Administrators, Faculty, Staff, & Bus Drivers)**
  - **Definition:** Any intentional physical contact, strike, attack, or assault directed at an administrator, teacher, counselor, support staff member, school bus driver, or any other school system employee.
  - ⚠ **Zero-Tolerance Notice:** Any student who touches, places hands on, pushes, strikes, or physically obstructs an administrator, faculty, or staff member will be charged at a minimum with **Simple Battery**.
    - **Disposition:**
      - ◊ **All Offenses:** Immediate referral to the School Resource Officer (SRO) for criminal prosecution, an automatic ten (10) days of Out-of-School Suspension (OSS), and a mandatory referral to a disciplinary tribunal.
      - ⚠ *Note: In accordance with Georgia law, the tribunal panel will adjudicate the referral. A determination of guilt for physical violence against school personnel may result in long-term expulsion for the remainder of the student's legal eligibility to attend public schools.*

- **PROPERTY CRIMES & VANDALISM**

  Chattahoochee County High School maintains a strict standard of respect for public and private property. No student shall willfully, maliciously, or intentionally damage, deface, destroy, or vandalize any property belonging to the school system, a school employee, another student, or any individual legitimately on school grounds.

  This policy applies uniformly to school grounds, school-sponsored transportation, and off-campus school-sanctioned activities or functions. Defacement or damage inflicted upon the property of neighboring school districts will be prosecuted as if the damage occurred on Chattahoochee County School property.

  - **SCOPE OF VIOLATIONS**

    <u>Property damage and vandalism include, but are not limited to:</u>

    - Writing, drawing, scratching, engraving, or carving onto restroom stalls, school or classroom doors, walls, bleachers, cafeteria tables, student desks, or school textbooks.
    - Kicking, hitting, throwing objects at, or otherwise striking doors, fixtures, or school hardware.
    - Damaging, breaking, or altering school-issued technology, including Chromebooks, computer peripherals, and network infrastructure.
    - Malicious defacement or destruction of building structures, grounds, landscaping, or private vehicles parked on school property.

  - **ADMINISTRATIVE PROGRESSIVE DISCIPLINARY SCALE** Because property damage directly impacts the school's operational budget and safe climate, all offenses bypass classroom-level interventions and are subject to immediate administrative action.

    ◊ **1st Offense:** Minimum of three (3) days of Out-of-School Suspension (OSS). *Note: At administrative discretion, the minimum penalty may be reduced to one (1) day of OSS for minor, easily correctable defacement (e.g., small pencil markings on a desk).*

    ◊ **2nd Offense:** Minimum of five (5) days of Out-of-School Suspension (OSS).

    ◊ **3rd Offense:** Ten (10) days of Out-of-School Suspension (OSS) and an immediate administrative recommendation to a disciplinary tribunal for alternative school placement, as the behavior demonstrates chronic and malicious non-compliance.

  - **LEGAL LIABILITY & FINANCIAL RESTITUTION**

    ⚠ **Legal & Financial Notice:** Pursuant to Georgia law and local board policy, students and their parents or legal guardians will be held jointly and severally liable for the full restitution value of any damaged, defaced, or stolen property.

    <u>In addition to the progressive disciplinary consequences outlined above:</u>

    ◊ **Corrective Labor:** When appropriate, students will be required to assist in cleaning, scrubbing, or repairing the vandalized property under staff supervision.

    ◊ **Financial Obligation:** Families are required to pay all replacement costs, materials, and labor fees associated with the restoration of the property.

    ◊ **Hold on Records:** Failure to satisfy financial restitution within the designated administrative timeframe will result in further disciplinary action and an immediate **administrative hold placed on all student records**, including report cards, official transcripts, and graduation diplomas, until the debt is fully cleared.

    ◊ **Law Enforcement Referral:** Every incident of vandalism or property damage will be referred to the School Resource Officer (SRO). The district reserves the right to pursue formal criminal charges, including criminal trespass or criminal damage to property, through the juvenile or adult court systems.

- **SEXUAL OFFENSES:**

  The following are prohibited on school property, school buses, at school-sponsored events, activities, or functions, or while using school technology resources.

  - **PDA (Public Displays of Affection)** No student shall engage in public displays of affection, such as kissing or inappropriate touching, while on school property or at school events.
    - **Disposition:**
      - ◊ **1st Offense:** Admin Conference **(Minimum)**
      - ◊ **2nd Offense:** 3 days ISS
      - ◊ **3rd Offense:** 5 days ISS

  - **SEXUAL MISCONDUCT** All sexual-related incidents will be referred to the School Resource Officer and system Social Worker.

  - **CONSENSUAL SEXUAL ACTIVITY**
    - No student shall consent to and/or participate in any form of sexual activity.
    - No student shall expose one's intimate body parts or "moon" in public.
    - No student shall purposefully fondle another student or themselves in a sexual manner.

    Note: Any student found in a stall with another person may be considered as engaging in sexual contact.
    - **Disposition:** Referral to School Resource Officer (All Offenses)
      - ◊ **1st Offense:** 10 days OSS and Referral to Tribunal with a minimum recommendation of 90 days Alternative School
      - ◊ **2nd Offense:** 10 days OSS and Referral to Tribunal with a minimum recommendation of 180 days Alternative School
      - ◊ **3rd Offense:** 10 days OSS and Referral to Tribunal with a recommendation for Expulsion

  - **SEXUAL HARASSMENT**
    - No student shall participate in physical, verbal, or visual conduct of a sexual nature (including, but not limited to, unwelcome sexual advances, requests for sexual favors, sexually offensive drawings or posters directed towards another person, including the use of an electronic device) where there is a pattern of harassing behavior or a single significant incident.
      - **Disposition:**
        - ◊ **1st Offense:** 5 days ISS up to 10 days OSS and possible recommendation for Tribunal
        - ◊ **2nd Offense:** 5 days OSS up to 10 days OSS and possible recommendation for Tribunal
        - ◊ **3rd Offense:** 10 days OSS and Recommendation for Tribunal

  - **SEXUAL BATTERY**
    - Sexual battery is defined as a student intentionally making physical contact with the intimate parts of the body of another student and/or adult without the consent of that person.
      - **Disposition:**
        - ◊ All Offenses: Referred to School Resource Officer and system Social Worker

  - **SEXUAL MOLESTATION**
    - Sexual molestation is defined as a student doing any immoral or indecent act to or in the presence of another person, without that person's consent, with the intent to arouse or satisfy the sexual desires of either the student or the other person. This includes a student forcing another student to make physical contact with the student's intimate body parts.
      - **Disposition:**
        - ◊ **1st Offense:** Referral to School Resource Officer, 10 days OSS and possible Recommendation for Tribunal

- **ACCEPTABLE USE OF SCHOOL TECHNOLOGY & DIGITAL INFRASTRUCTURE**

  Chattahoochee County High School provides technology resources, including district-issued Chromebooks, network infrastructure, and internet access, solely for educational purposes. Access to school technology is a privilege, not a right. Any use of school technology for non-school-related activities, or any action that compromises the integrity, safety, and security of the district's digital network, is strictly prohibited and will result in the immediate revocation of computer privileges.

- **PROHIBITED TECHNOLOGY PRACTICES & RULES**

  Students must strictly adhere to the following digital conduct guidelines:

  - **NETWORK & SECURITY TAMPERING:** Students are prohibited from probing, scanning, or testing the network for vulnerabilities. Purposely looking for security gaps is classified as an unauthorized attempt to gain elevated access to school technology resources and is treated as hacking.

  - **MALICIOUS ALTERATION & HACKING:** Students shall not attempt to disrupt, destroy, alter, bypass, or modify school technology hardware, operating systems, firmware, or software settings. The use of proxy sites, Virtual Private Networks (VPNs), or unauthorized software to bypass district web filters is strictly prohibited.

  - **INAPPROPRIATE CONTENT & MATERIALS:** Students are prohibited from using school technology, email accounts, or network resources to search for, visit, view, download, store, or distribute unapproved internet websites, obscene materials, profanity, or otherwise inappropriate content.

  - **UNAUTHORIZED RECORDING:** The inappropriate or non-consensual use of digital cameras, video recording features, or audio-capturing tools on school-issued devices is strictly prohibited.

  - **CYBER-VANDALISM:** No student shall utilize school technology resources, whether on or off school grounds, to threaten, damage, vandalize, or orchestrate the theft of public or private digital property.

    - **Progressive Disciplinary Scale for Technology Offenses**

    Because digital infractions can compromise the security of the entire district network or disrupt the instructional environment, consequences are applied progressively and scale rapidly based on the severity of the conduct:

    - ◊ **1st Offense:** Handled at **Administrative Discretion**, with a **minimum consequence of three (3) days of In-School Suspension (ISS)** and temporary suspension of network/device privileges.
    - ◊ **2nd Offense:** Handled at **Administrative Discretion**, with a **minimum consequence of one (1) day of Out-of-School Suspension (OSS)** and an extended or permanent revocation of personal technology privileges.
    - ◊ **Severe or Chronically Defiant Infractions:** Major network violations—such as successful hacking, intentional network disabling, cyber-bullying, or severe digital vandalism—will bypass the initial steps of the disciplinary scale. Depending on the gravity of the offense, consequences can scale up to **ten (10) days of Out-of-School Suspension (OSS) and an immediate recommendation to a disciplinary tribunal for alternative school placement.**

⚠ **Legal Notice:** Severe technology infractions that violate state or federal cyber-crime laws will be immediately referred to the School Resource Officer (SRO) and law enforcement for criminal investigation and potential prosecution. Parents and students will be held financially responsible for any costs incurred by the district to repair, re-image, or restore compromised technology networks or hardware.

- **THEFT** No student shall steal or possess stolen private property or school property.
  - **THEFT (Item Value less than $50)**
    - **Disposition:**
      - ◊ Referral to School Resource Officer, 3 days OSS up to 10 Days OSS, and possible recommendation for Tribunal.
  - **THEFT (Item Value $50 or more)**
    - **Disposition:**
      - ◊ Referral to School Resource Officer, 10 days OSS, and possible recommendation for Tribunal.

- **TOBACCO, NICOTINE, AND VAPOR PRODUCTS POLICY**

In accordance with federal and state laws, Chattahoochee County High School maintains a strict zero-tolerance policy regarding the possession or use of nicotine and tobacco products. **Nicotine delivery products—specifically electronic vapor devices (vapes, e-cigarettes) and modern smokeless alternatives like nicotine pouches (e.g., Zyn)—present significant health and safety risks and constitute a major violation of the student code of conduct.** This policy applies universally to all students while on school grounds, school-provided transportation, or attending any school-sponsored activity or function off-campus.

- **PROHIBITED ITEMS & SCOPE**

Students are strictly prohibited from possessing, using, selling, or distributing:

- Traditional tobacco products (cigarettes, cigars, loose tobacco, chewing tobacco, or dip).
- Electronic nicotine delivery systems, including vapor devices, e-cigarettes, vape pens, cartridges, pods, and charging components.
- Smokeless non-tobacco nicotine products (nicotine pouches, lozenges, or toothpicks).
- Ignition or related paraphernalia (matches, lighters, or rolling papers).

⚠ **CONFISCATION NOTICE:** All prohibited items and delivery devices found in a student's possession will be immediately confiscated and destroyed by school administration. **Under no circumstances will these items be returned to the student or their parents.**

- **Progressive Disciplinary Scale**

Because the possession and use of these illicit products directly compromise the health and safety of the student body, violations carry immediate out-of-school consequences:

- ◊ **1st Offense:** Three (3) days of Out-of-School Suspension (OSS).
- ◊ **2nd Offense:** Five (5) days of Out-of-School Suspension (OSS).
- ◊ **3rd Offense:** Ten (10) days of Out-of-School Suspension (OSS) and an immediate recommendation to a disciplinary tribunal for alternative school placement or expulsion.

Note: Any vapor device or substance suspected of containing illegal compounds (such as THC or controlled substances) will be turned over to the School Resource Officer (SRO) for chemical testing. If a substance tests positive for an illegal drug, the infraction will be reclassified as a drug offense, resulting in criminal charges and immediate referral to a disciplinary tribunal.

- **WEAPONS**

A student shall not possess, handle, transmit, or cause to be transmitted; use or threaten to use; sell, attempt to sell, or conspire to sell a weapon, either concealed or open to view, on school property or at a school-sponsored function, event, or activity. Administrative discretion will be used in determining the legitimate threat level of any weapon. (O.C.G.A. 16-11-127.1)

- **Disposition:**
  - ◊ **1st Offense:** Expulsion for one calendar year (recommendation of school), Referral to School Resource Officer, 10 days OSS, and Possible Recommendation for Tribunal

- **BUS TRANSPORTATION & SAFETY CONDUCT**

  Riding a Chattahoochee County school bus is a **privilege, not a right.** District transportation is provided as a service to eligible students, contingent upon their continued adherence to safety regulations and civil behavior. Because a bus is an extension of the school campus, **school bus drivers are official school authorities with the same disciplinary jurisdiction over students as teachers have within the classroom.** All student handbook rules, behavioral expectations, and progressive consequences apply fully while students are boarding, riding, or exiting school transportation.

  Students must strictly follow the specific safety rules posted on each bus. Any behavior that compromises the safe operation of the vehicle, distracts the driver, or threatens the welfare of passengers will not be tolerated.

  - **Disciplinary Scale and Administrative Discretion**

    School administrators retain complete authority to issue consequences for bus misconduct on a case-by-case basis. Depending on the frequency and severity of the infraction, a student's riding privileges may be suspended.

    - ◊ **MINOR INFRACTIONS:** Handled through progressive administrative intervention, which may include student conferences, parent notifications, In-School Suspension (ISS), or short-term bus suspensions.
    - ◊ **BUS SUSPENSIONS:** Administrative consequences for persistent or disruptive misconduct range from **one (1) day of bus suspension up to the complete revocation of riding privileges for the remainder of the school year.**
    - ◊ **DUAL CONSEQUENCES:** If a student commits an offense on the bus that violates the standard student code of conduct (e.g., fighting, vandalism, or possession of prohibited substances), they will face **both** bus suspension and standard school-day disciplinary actions (ISS/OSS).

- **SEVERE SAFETY VIOLATIONS & LAW ENFORCEMENT INTERVENTION**

  ⚠ **Critical Safety Notice:** Any misconduct that actively threatens the health, safety, or physical well-being of the driver or passengers will result in immediate emergency intervention. Such actions may lead to:

  - ◊ Immediate removal of the student from the school bus and/or school functions.
  - ◊ Up to ten (10) days of Out-of-School Suspension (OSS) pending a formal disciplinary investigation and potential tribunal referral.
  - ◊ Mandatory referral to the School Resource Officer (SRO) and local law enforcement agencies for criminal investigation and prosecution.

  Note: If a student's riding privileges are suspended or revoked, it becomes the sole legal responsibility of the parent or guardian to arrange for the student's safe, on-time transportation to and from school. A bus suspension does not excuse a student from compulsory school attendance laws.

- **DISCIPLINARY INTERVENTIONS, SUSPENSION PROTOCOLS, AND ALTERNATE PLACEMENT REGULATIONS**

Chattahoochee County High School utilizes a progressive tiered approach to student discipline. The following sections outline the specific guidelines, expectations, and regulations governing after-school detentions, in-school interventions, out-of-school exclusions, and alternative educational placements.

1. **ADMINISTRATIVE DETENTION REGULATIONS** Administrative Detention is an assigned disciplinary intervention designed to address specific behavioral infractions by restricting a student's after-school privileges while maintaining an academic and corrective focus.
    - **Schedule and Timing:** Administrative Detention is held on **Tuesdays and Thursdays from 2:30 PM to 4:00 PM**.
    - **Arrival and Tardy Policy:** Students are required to report to the designated detention room immediately following the final dismissal bell. If a student arrives late to detention, the supervising administrator may deny them entry. **A late arrival resulting in non-admittance will be treated as a failure to report**, and the student will receive one (1) day of In-School Suspension (ISS) and remain required to attend the next scheduled detention session.
    - **Attendance and Failure to Report:** Attendance is mandatory when assigned by school administration. If a student fails to show up for an assigned detention session, they will automatically receive **one (1) day of In-School Suspension (ISS)** and will be rescheduled to complete their service at the next available detention session.
    - **Operational Rules and Restorative Requirements:** While serving administrative detention, students are strictly required to remain productively engaged. Students must complete their **Restorative Behavior Reflection** and work continuously on school-issued academic assignments.
    - **Non-Compliance and Behavior Removal:** If a student refuses to complete the required reflection or academic assignments, or fails to follow the directives of the supervising administrator, they will be removed from the session. In such cases, **the served time will not count toward fulfillment of the disciplinary sentence**, and the student will face progressive consequences ranging from **In-School Suspension (ISS) to Out-of-School Suspension (OSS)**.
    - **Transportation Responsibility:** It is the sole responsibility of the parent, guardian, or legal custodian to provide safe, timely transportation for the student at 4:00 PM upon the conclusion of the detention session if the student does not have authorized on-campus driving privileges. School bus transportation is not provided for after-school disciplinary sessions.

2. **IN-SCHOOL SUSPENSION (ISS) GUIDELINES AND REGULATIONS** In-School Suspension (ISS) is a disciplinary intervention designed to remove a student from the regular classroom setting while maintaining academic progression.
    - **Attendance and Completion Requirements:** Students will not be readmitted to the general student population until they have fully completed their assigned duration in ISS and completed all academic coursework assigned during their placement.
    - **Partial-Day Credits:** Students suspended or assigned to ISS for a fraction of a school day will not receive credit for completing that day. The partial day must be made up in full.
    - **Onboarding and Restorative Practice:** Upon entry to ISS, students are required to read and review the digital ISS Handbook online. Before transitioning back to regular classes, the student must complete a **Restorative Behavior Reflection** and a behavior-correction plan in coordination with the ISS Instructor.
    - **Non-Compliance & Removals:** Refusal to report to ISS, or removal from the ISS room due to insubordination or disruption, constitutes direct defiance. Such actions will result in an immediate escalation to **Out-of-School Suspension (OSS)**. Any remaining ISS days must still be served sequentially upon the student's return from OSS.
    - **Extracurricular Restriction:** Students serving ISS **are permitted** to attend team practices and organizational meetings. However, they are strictly prohibited from participating in, dressing out for, or attending any official extracurricular contests, games, competitive events, or public performances. Eligibility for full participation resumes after the final dismissal bell on the student's last successfully completed day of ISS.

3. **OUT-OF-SCHOOL SUSPENSION (OSS) REGULATIONS** Out-of-School Suspension (OSS) represents a formal exclusion from all school property and functions due to severe or chronic infractions.

- **Campus and Activity Ban:** Students under an active OSS order are barred from entering any Chattahoochee County School District property. They are strictly prohibited from attending or participating in any school-related activities, including athletic conditioning, tryouts, practices, meetings, or games.
- **Duration Enforcement (GHSA Compliance):** In strict compliance with Georgia High School Association (GHSA) regulations, a student's suspension does not expire until they are formally readmitted to the physical classroom environment. *Example: If a student's suspension runs through Friday, they remain ineligible to participate in or attend any school events over the weekend (such as Saturday games).*

4. **ALTERNATIVE SCHOOL PLACEMENT & TRANSITION PROTOCOLS** The Chattahoochee County Alternative School is an off-campus Virtual Learning Program where students complete coursework asynchronously from home while fulfilling a disciplinary term.

- **Placement Authority:** Placement into the alternative program is legally determined by a Disciplinary Tribunal, the Superintendent, or the Board of Education. Placement is **automatic and mandatory** for any student enrolling in the district directly from another school system's alternative program, a Youth Detention Center (YDC), or a boot camp.
- **Extracurricular Exclusion:** Students assigned to the alternative school are strictly prohibited from attending, viewing, or participating in any extracurricular activities, athletic events, dances (including Prom), or graduation exercises.
- **Re-Entry Probationary Period:** To ensure a safe, structured, and orderly transition back to the traditional campus, all students returning from an alternative school placement must serve a **mandatory ten (10) day probationary period in ISS** to get acclimated back to the in-person environment before being permitted into general education classrooms.

• DIGITAL SURVEILLANCE AND VIDEO RECORDING PRIVACY POLICY

Chattahoochee County High School balances the individual privacy rights of students with the administrative duty to maintain a safe, secure, and monitored campus.

- **PURPOSE AND SCOPE OF SURVEILLANCE** Digital surveillance networks operate continuously (24 hours a day, 7 days a week) across hallways, the school store, gymnasiums, cafeterias, outdoor walkways, and designated classrooms/labs. While cameras are never placed inside restrooms, cameras are specifically mounted outside restroom entryways for identification and tracking purposes. Surveillance data is utilized to deter physical misconduct, detect theft or vandalism, and assist administration and the School Resource Officer (SRO) in behavioral tracking.
- ⚠ **VANDALISM NOTICE:** Any attempt to blind, block, redirect, damage, or tamper with a surveillance camera or network hardware will result in immediate property damage/ vandalism charges, an automatic suspension, and law enforcement referral.
- **PARENTAL VIDEO REVIEW GUIDELINES**
  - **Review Requests:** If a student is directly involved in an behavioral incident under administrative investigation, parents or legal guardians may request to view the specific surveillance footage capturing their child.
  - **Viewing Restrictions:** Upon approval, school administration will review the relevant footage with the parent/guardian in a controlled environment. However, to preserve the federally protected privacy rights of other students visible in the video, **parents and guardians are strictly prohibited from downloading, copying, recording, or taking pictures of the surveillance video. * Third-Party Disclosures:** Any external request to formally obtain or secure a copy of digital surveillance evidence requires explicit approval by the Chattahoochee County School Board or a valid legal subpoena.

◆ RIGHT-TO-KNOW LETTER ◆

● CHATTAHOOCHEE COUNTY PARENT RIGHT-TO-KNOW LETTER

Guidance C-6 is for Advising Parents of the Right to Know Information about a Teacher's Qualifications as Required by NCLB [Section 1111(6) (A) ESEA.]

Dear CCSD Families:

In Chattahoochee County Schools, we are very proud of our teachers and feel they are ready for the coming school year and are prepared to give your child a high-quality education.

As a Title I school, we are required to meet federal regulations under the Elementary and Secondary Educa-tion Act of 1965 (ESEA), as amended by the No Child Left Behind Act of 2001 (NCLB) related to teacher qualifications.

In compliance with the requirements of the ESEA/NCLB, you have the right to request information about your child's teachers' training and credentials.

<u>The following information may be requested:</u>

- Whether the teacher met the Georgia Professional Standards Commission requirements for certification for the grade level and subject area 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; and
- Whether your child is provided services by paraprofessionals, and if so, their qualifications.

Please rest assured that our staff is committed to helping your child reach his or her maximum academic potential throughout their school career. That commitment includes ensuring that all our teachers and paraprofessionals are highly skilled and deliver quality instruction to your child.

If you wish to request information concerning a teacher's qualifications, please call the school's principal.

Thank you for your interest and involvement in your child's education.