



# Student Handbook 2025-2026

*We are shaping tomorrow by empowering our students today.*

# 2025-2026 MURRAY COUNTY SCHOOLS STUDENT HANDBOOK

## Murray County Board of Education

Students and Parents,

Welcome to 2025-2026! We are so excited to begin a new school year with you. Each year is full of hopes and possibilities, and 2025-2026 is no different. We have lots of exciting things ahead this year, and we can't wait to challenge our students academically and see them grow throughout the year. For your convenience, student handbooks are written to provide information regarding the operation of our schools. Hopefully, you will find this information helpful. After reviewing the handbook, if you still have unanswered questions, please contact your child's school.

Each year is a new beginning for all of our students, and with new beginnings come new challenges and opportunities to learn and grow. We believe that we meet these challenges through the relationships we forge with our students, their parents, and our community as a whole. Positive communication and relationships among schools, parents, and the community are key elements if we want our schools to be truly successful. Services such as Infinite Campus Parent Portal are offered to enhance communication and help you track your child's progress. Updated information for parents and forms are available on the Murray County Schools' webpage at [www.murray.k12.ga.us](http://www.murray.k12.ga.us). In times of system emergencies such as weather-related school closings, information will be made available on the system's website and school information app as soon as possible.

Speaking for our administrators, teachers, and staff, we invite you to join us "to develop competent, confident, and courageous individuals who aspire to achieve their fullest potential." We emphasize the importance of parents becoming involved in their child's education and offer to assist you in any way we can to prepare your child for growth this school year. We can't wait to get this year started, and we want to see each and every one of our students make Murray County Schools the setting of their success!

Tim Wright, Ed.D.  
*Superintendent of Schools*

### **Our Mission**

Together with our families and community, we strive to develop competent, confident, and courageous individuals who aspire to achieve their fullest potential.

### **Our Vision**

We are shaping tomorrow by empowering our students today!

### **Our Beliefs**

1. We believe education is the shared responsibility of home, school, and community.
2. We believe each child is a unique and valuable individual who can learn in a safe, caring, and engaging environment.
3. We believe upon graduation, students will be career, college or life ready.
4. We believe in supporting and developing students academically, emotionally, socially and physically.
5. We believe all people should be treated with respect, consideration and appreciation.

# Murray County Schools

## 2025-26 District Calendar



### 2025

July					August					September				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
	1	2	3	4					1	1	2	3	4	5
7	8	9	10	11	4	5	6	7	8	8	9	10	11	12
14	15	16	17	18	11	12	13	14	15	15	16	17	18	19
21	22	23	24	25	18	19	20	21	22	22	23	24	25	26
28	29	30	31		25	26	27	28	29	29	30			
October					November					December				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
			1	2	3	4	5	6	7	1	2	3	4	5
6	7	8	9	10	10	11	12	13	14	8	9	10	11	12
13	14	15	16	17	17	18	19	20	21	15	16	17	18	19
20	21	22	23	24	24	25	26	27	28	22	23	24	25	26
27	28	29	30	31						29	30	31		

### 2026

January					February					March				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
			1	2	2	3	4	5	6	2	3	4	5	6
5	6	7	8	9	9	10	11	12	13	9	10	11	12	13
12	13	14	15	16	16	17	18	19	20	16	17	18	19	20
19	20	21	22	23	23	24	25	26	27	23	24	25	26	27
26	27	28	29	30						30	31			
April					May					June				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
			1	2					1	1	2	3	4	5
6	7	8	9	10	4	5	6	7	8	8	9	10	11	12
13	14	15	16	17	11	12	13	14	15	15	16	17	18	19
20	21	22	23	24	18	19	20	21	22	22	23	24	25	26
27	28	29	30		25	26	27	28	29	29	30			

- School Not In Session
- Teacher Professional Learning Days/No School for Students
- Staff and Student Holidays
- First/Last Day of School-Semester Begins/Ends
- Distance Learning Day - Students Work from Home
- End Eight Week Grading Period
- Half Day of School for Students
- Report Cards

August	
20-21	Teachers' Prof Learn Days 1-2
25-28	Teachers' Prof Learn Days 3-6
September	
1	Labor Day Holiday
2	First Day of School for Students/Start Semester
October	
10	Distance Learning Day for Students/Staff Professional Learning Day
13	Columbus Day - Staff and Student Holiday
22	End 8 Week Grading Period
29	REPORT CARDS
November	
11	Teachers' Prof Learn Day 7 - No school for students
24-28	Thanksgiving Holidays
December	
19	Half Day for Students-End Fall Semester
22-Jan 2	Christmas Holidays
January	
5	Teachers' Prof Learn Day 8 - No School for Students
6	First Day Back After Holidays-Begin Spring Semester
9	REPORT CARDS
19	Martin Luther King, Jr. Day
February	
16-20	Mid-Winter Break
March	
13	End 8 Week Grading Period
20	REPORT CARDS
April	
6-10	Spring Break
May	
22	Last Day of School/Half Day of School for Students
	REPORT CARDS
25	Memorial Day
26-27	Teachers' Prof Learn Days 9-10

\*\*\*Calendar BOE Approved 10/7/2024\*\*\*

# **SCHOOL AND COMMUNITY RESOURCES**

## **SCHOOL SYSTEM PHONE NUMBERS**

Central Office	706-695-4531
School Nutrition Services	706-517-0155
Technology Department	706 695-7034
Exceptional Student Services	706 695-4531
Bus Shop	706 695-2196
Murray County Head Start	706 695-8608
Enrollment Center	706 517-5699
Chatsworth Elementary School	706 695-2434
Coker Elementary School	706 695-0888
Eton Elementary School	706 695-3207
Northwest Elementary School	706 695-2262
Spring Place Elementary	706 695-2525
Woodlawn Elementary School	706 517-5213
Bagley Middle School	706 695-1115
Gladden Middle School	706 695-7448
Murray County High School	706 695-1414
North Murray High School	706 695-7760
Pleasant Valley Innovative School	706 517-5355

## **School Social Workers**

Ashley Johnson	706 695-1414
Megan Callahan	706 695-7760
Danielle Jones	706 695-7448

## **Community Resources**

Department of Juvenile Justice	706 422-1924
Highland Rivers Treatment Services	706 270-5100
Adult Learning Center	706 695-4641
Murray County Department of Family and Children's Services	706 695-7315
Murray County Health Department	706 695-4585
Murray County Public Library	706 695-4200
Recreation Department	706 695-7359
Murray County Red Cross	706 695-7605
Teen Resource Center	706 278-3100
United Way	706 226-4357
Boys and Girls Club	706 695-0050

## **Table of Contents**

<a href="#">ACCELERATION/AP: GRADE, SUBJECT, OR GRADUATION</a>	<a href="#">7</a>
<a href="#">ACCIDENTS</a>	<a href="#">7</a>
<a href="#">AFTER SCHOOL CARE</a>	<a href="#">7</a>
<a href="#">ARTIFICIAL INTELLIGENCE (AI)</a>	<a href="#">7</a>
<a href="#">ATTENDANCE POLICY</a>	<a href="#">7</a>
<a href="#">BAD WEATHER PROCEDURES</a>	<a href="#">8</a>
<a href="#">BED BUGS</a>	<a href="#">9</a>
<a href="#">BEHAVIOR AT EXTRACURRICULAR ACTIVITIES AND FIELD TRIPS</a>	<a href="#">9</a>
<a href="#">BOOKBAGS</a>	<a href="#">9</a>
<a href="#">BULLYING</a>	<a href="#">9</a>
<a href="#">BUS</a>	<a href="#">9</a>
<a href="#">CELLPHONE AND ELECTRONIC DEVICES</a>	<a href="#">9</a>
<a href="#">CHARGES, FINES AND FEES</a>	<a href="#">10</a>
<a href="#">CHECKOUT</a>	<a href="#">10</a>
<a href="#">CHOOSING HEALTHY ALTERNATIVES &amp; METHODS PROMOTING SAFETY (CHAMPS)</a>	<a href="#">10</a>
<a href="#">CHROMEBOOKS</a>	<a href="#">11</a>
<a href="#">CLASS AND TEACHER ASSIGNMENTS</a>	<a href="#">11</a>
<a href="#">CLUBS</a>	<a href="#">11</a>
<a href="#">COMMENCEMENT CEREMONY</a>	<a href="#">11</a>
<a href="#">COMMUNICATION</a>	<a href="#">11</a>
<a href="#">COMPETITIVE ACTIVITIES/DRIVING PERMITS MIDDLE AND HIGH SCHOOLS:</a>	<a href="#">12</a>
<a href="#">CONTRABAND/PROHIBITED ITEMS</a>	<a href="#">12</a>
<a href="#">COUNSELING</a>	<a href="#">12</a>
<a href="#">DANCES</a>	<a href="#">12</a>
<a href="#">DELIVERIES</a>	<a href="#">12</a>
<a href="#">DENTAL PROGRAM</a>	<a href="#">13</a>
<a href="#">DISPLAY OF STUDENT GRADES/PICTURES/NAMES</a>	<a href="#">13</a>
<a href="#">DISTRICTING POLICY</a>	<a href="#">13</a>
<a href="#">DRESS REGULATIONS</a>	<a href="#">13</a>
<a href="#">DRESS CODE INTERPRETATION, ALL GRADE LEVELS:</a>	<a href="#">14</a>
<a href="#">DRILLS</a>	<a href="#">15</a>
<a href="#">DROPOUTS</a>	<a href="#">15</a>
<a href="#">DYSLEXIA SCREENING</a>	<a href="#">15</a>
<a href="#">DUAL ENROLLMENT</a>	<a href="#">16</a>
<a href="#">EDMENTUM GRADING</a>	<a href="#">16</a>
<a href="#">ELIGIBILITY FOR PARTICIPATION IN EXTRACURRICULAR ACTIVITIES</a>	<a href="#">16</a>
<a href="#">EMERGENCIES / ILLNESS</a>	<a href="#">17</a>
<a href="#">END OF GRADE/COURSE ASSESSMENT</a>	<a href="#">17</a>
<a href="#">ENROLLMENT CENTER</a>	<a href="#">17</a>

<a href="#">EVENING SCHOOL/OFF CAMPUS LEARNING (High Schools)</a>	<a href="#">19</a>
<a href="#">FIELD TRIPS</a>	<a href="#">19</a>
<a href="#">FINAL EXAMINATIONS (High School)</a>	<a href="#">19</a>
<a href="#">FINAL EXAMINATION EXEMPTION POLICY (High School)</a>	<a href="#">19</a>
<a href="#">FUNDRAISING ACTIVITIES</a>	<a href="#">19</a>
<a href="#">GAGGLE</a>	<a href="#">20</a>
<a href="#">GEORGIA VIRTUAL SCHOOL (GVS)</a>	<a href="#">20</a>
<a href="#">GIFTED/EXCEL PROGRAM</a>	<a href="#">21</a>
<a href="#">GPA (GRADE POINT AVERAGE)</a>	<a href="#">21</a>
<a href="#">GRADUATES WITH DISTINCTION</a>	<a href="#">22</a>
<a href="#">GRADUATION PATHS AND REQUIREMENTS</a>	<a href="#">22</a>
<a href="#">GUNS PROHIBITED</a>	<a href="#">23</a>
<a href="#">HALL PASS (Middle School and High School)</a>	<a href="#">23</a>
<a href="#">HEAD LICE</a>	<a href="#">23</a>
<a href="#">HEALTH CLINIC</a>	<a href="#">23</a>
<a href="#">HEALTH EDUCATION</a>	<a href="#">23</a>
<a href="#">HOME SCHOOLING – Registering and Rules</a>	<a href="#">24</a>
<a href="#">HOMELESS EDUCATION</a>	<a href="#">24</a>
<a href="#">HOMEWORK</a>	<a href="#">25</a>
<a href="#">HOSPITAL/HOMEBOUND INSTRUCTIONAL SERVICES</a>	<a href="#">25</a>
<a href="#">IMMUNIZATION/COMMUNICABLE DISEASES</a>	<a href="#">25</a>
<a href="#">INSURANCE FOR ACCIDENTAL INJURY</a>	<a href="#">25</a>
<a href="#">INTERNET SAFETY POLICY FOR THE COMPUTER NETWORK OF THE MURRAY COUNTY SCHOOL DISTRICT</a>	<a href="#">26</a>
<a href="#">INVESTIGATIONS AND SEARCHES (POLICY JCAB)</a>	<a href="#">26</a>
<a href="#">INFINITE CAMPUS PARENT PORTAL</a>	<a href="#">26</a>
<a href="#">KIDS ON THE BLOCK</a>	<a href="#">26</a>
<a href="#">LOCKERS</a>	<a href="#">26</a>
<a href="#">LOST AND FOUND</a>	<a href="#">27</a>
<a href="#">MANDATED REPORTING</a>	<a href="#">27</a>
<a href="#">MANDATORY “QUIET REFLECTION”</a>	<a href="#">27</a>
<a href="#">MEDIA CENTER POLICIES</a>	<a href="#">27</a>
<a href="#">MEDICINES</a>	<a href="#">28</a>
<a href="#">MESSAGES TO STUDENTS</a>	<a href="#">29</a>
<a href="#">NURSES</a>	<a href="#">29</a>
<a href="#">PARENTAL INVOLVEMENT</a>	<a href="#">29</a>
<a href="#">PARENT/TEACHER CONFERENCES</a>	<a href="#">29</a>
<a href="#">PERSONAL PROPERTY</a>	<a href="#">30</a>
<a href="#">PHONE USE</a>	<a href="#">30</a>
<a href="#">POLICY MANUALS</a>	<a href="#">30</a>
<a href="#">PROMOTION AND RETENTION</a>	<a href="#">30</a>

REPORT CARDS	30
HONOR AND STAR HONOR ROLL	31
SAFE AND DRUG-FREE SCHOOLS	31
SAFER, SMARTER KIDS	31
SAFETY	31
SCHEDULE CHANGES	32
SCHOOL AND DISTRICT COMMUNICATIONS	32
SCHOOL NUTRITION	32
SCHOOL PROPERTY: PROHIBITED USE	34
SCOLIOSIS	34
SENATE BILL 10 GEORGIA SPECIAL NEED SCHOLARSHIP ACT	34
SOCIAL WORKERS	34
STUDENT DROP-OFF and PICK UP	34
STUDENT PICK UP DURING THE SCHOOL DAY	35
STUDENT PARKING	35
STUDENT RECORDS	35
TARDINESS AND EARLY CHECKOUTS	35
TELE THERAPY	35
TESTING	36
TEXTBOOKS, CHROMEBOOKS, AND INSTRUCTIONAL MATERIALS	36
VISITORS	36
VOLUNTEERS	36
WATER SAFETY	36
WITHDRAWALS	37
MURRAY COUNTY SCHOOLS CODE OF STUDENT CONDUCT AND DISCIPLINE PROCEDURES	38
STUDENT CODE OF CONDUCT - STATEMENT OF PURPOSE	38
MURRAY COUNTY SCHOOLS CODE OF STUDENT CONDUCT AND DISCIPLINE PROCEDURES FOR STUDENT TRANSPORTATION	61
SELECTED LAWS AND POLICIES	67
MURRAY COUNTY SCHOOLS ACCEPTABLE USE AND INTERNET SAFETY POLICY	79
STUDENT AGREEMENT	83
PARENT/GUARDIAN AGREEMENT	84
MURRAY COUNTY BOARD OF EDUCATION POLICY IDF COMPETITIVE ACTIVITY AND INTER SCHOLASTIC ACTIVITIES DRIVING PERMIT CONSENT FORM	86
VERIFICATION OF RECEIPT	87
MURRAY COUNTY SCHOOLS HANDBOOK	87

# General Information

## ACCELERATION/AP: GRADE, SUBJECT, OR GRADUATION

Acceleration is intended to facilitate educational alternatives for students who are motivated to achieve higher grade level competencies at a faster pace than their peers. Students wishing to enroll in Advanced Placement/Honors classes at the high school may apply in the spring of the school year prior to the classes being offered the following fall. Interested parents of students in K-5 should contact the principal. Interested parents of students in 6-12 should contact their child's school counselors. An application must be completed, and a deadline will be in place. Once a student is placed in AP and Honors courses through application they may not withdraw or be moved out without cause, as determined by the principal.

## ACCIDENTS

All accidents resulting in an injury to a student should be reported immediately to the school office and an injury report form will be completed. In life threatening situations 911 may be contacted and the principal should be notified as soon as possible.

## AFTER SCHOOL CARE

After school care is available through the Boys and Girls Club. Please check with the individual schools for options.

## ARTIFICIAL INTELLIGENCE (AI)

The use of artificial intelligence (AI) technologies, including but not limited to chatbots, language models, and generative AI tools, is permitted for educational purposes under the supervision and guidance of teachers and staff. However, the following rules apply:

1. Students must not use AI tools to generate content for assignments, essays, or other graded work unless explicitly permitted by the teacher for that specific task.
2. AI-generated content must be properly cited and attributed, just like any other source material.
3. Students must not use AI tools to impersonate others or generate hate speech, misinformation, or other harmful content.
4. The school reserves the right to monitor and restrict the use of AI tools on school devices and networks to ensure compliance with this policy and maintain a safe and productive learning environment.

Violations of this policy may result in disciplinary action as outlined in the Student Code of Conduct as Academic Dishonesty.

## ATTENDANCE POLICY

### Elementary, Middle, and High Schools:

**It is the responsibility of every student to be in attendance each school day. Students are responsible for make-up work. The Murray County School System recognizes the following as legally excused absences:**

- Illness (Doctor's excuses must be turned in to the school promptly to be considered)
- Death or serious illness in the student's immediate family
- A court order or an order by a governmental agency



- Religious holiday
- Court or government service
- Weather or other environmental conditions preventing school attendance when approved by the Superintendent of schools.
- An absence not to exceed one (1) day in order for the student to register to vote.
- Any other reason deemed appropriate by the policy of the Murray County School System
- A student is allowed up to 5 days of absences per school year if a parent is in the armed forces and is called to duty or home on leave from overseas deployment in a combat zone. Documentation should be provided to the school system, and these absences will be documented as excused.
- Students are allowed a maximum of SIX PARENT NOTES\* each school year for an excused absence. Each note shall not exceed a two-day period unless approved by an administrator.  
\* A doctor's note\* is required for all subsequent absences, if the student wishes to make-up missed assignments.

**A student will NOT be counted absent** for the following reasons:

- Pre-approved school activity (field trips, school competitions, travel to sporting events, school testing, etc.)
- College visits (3 maximum) during the 11<sup>th</sup> and 12<sup>th</sup> grade only
- Any student assigned to In-School Suspension
- Special circumstances that are approved by the principal
- A foster care student who attends court proceedings relating to the student's foster care
- Students who miss school under a Student Teen Election Participant Program (STEP)
- Students participating in activities or programs sponsored by

### **Additional High School Rules:**

#### **Unexcused Absences:**

**Note:** Five unexcused absences or tardies to first period may lead to the loss of the student's parking permit.

### **High School:**

All **UNEXCUSED** tardies will result in **Lunch Detention**. (A maximum of 6 PARENT NOTES will be accepted per school year for arriving to school late)

- 10 Tardies-1 Day of ISS
- 15 Tardies-2 Days of ISS
- 20 Tardies-2 Days of ISS **AND** Student Driving Privileges Revoked for 2 weeks
- 25 Tardies-2 Days of ISS **AND** Student Driving Privileges Revoked for 1 month
- 30 Tardies-2 Days of ISS **AND** Loss of Driving Privileges for Remainder School of Year

## **BAD WEATHER PROCEDURES**

During the school year, if it is necessary to either dismiss school early or not have school because of bad weather, parents and students will be informed by the radio, television stations, email and/or social media. Bad weather procedures will also be posted on the Murray County Schools website <http://www.murray.k12.ga.us/>.

## BED BUGS

Murray County Schools will follow the Murray County Schools' protocol. A copy is available upon request from the school.

## BEHAVIOR AT EXTRACURRICULAR ACTIVITIES AND FIELD TRIPS

All extracurricular activities and field trips are supervised by a faculty sponsor and/or administrator and therefore are considered an integral part of the school program. The student behavior/student code of conduct will be strictly enforced at all extracurricular activities and field trips.

## BOOKBAGS

Middle and High School:

We realize that students need to have a way to keep up with their property; however, book bags can become a classroom distraction and are a safety concern. Therefore, students may be asked to leave book bags in their lockers. Writing on the outside of book bags is limited to the name of the student and should comply with the dress regulations concerning alcohol, tobacco, gangs, drugs, etc. Book bags and other bags (including purses) are subject to search by staff.

## BULLYING

The Murray County Board of Education believes that all students can learn better in a safe school environment. Behavior that infringes on the safety of students will not be tolerated. Bullying, as the term is defined in Georgia law, of a student by another student is strictly prohibited. Bullying is defined in Murray County School Board Policy JCDA and Section 29 of the Student Code of Conduct. Teachers, school employees, students, parents, guardians, or other persons may report or otherwise provide information related to bullying activity. The information may be provided by contacting the school administration. If the person wishing to provide information desires to remain anonymous, that person may contact the school electronically or by using the United States mail.

## BUS

Public school bus transportation is provided for students within the school attendance district.

**However, bus transportation is a privilege, not a right.** This handbook contains the bus discipline policy that describes in detail the rules and regulations for riding the bus. Students who need to change their normal bus route will need to have a guardian/parent either call the school office to give verbal permission or bring written permission with a telephone number signed by the parent or guardian. The school office will give the student a bus slip to give to the bus driver.

A student who misses the bus should let the teacher on duty know he/she has missed the bus. The student should not leave the school grounds. The teacher on duty will call the student's parents. **IN THE EVENT OF SAFETY OR BEHAVIORAL CONCERNS, BOYS AND GIRLS SEATING ON THE BUS MAY BE SEGREGATED.**

## CELLPHONE AND ELECTRONIC DEVICES

Cell phones and personal devices may not be used for any reason during class and must be put away and turned off or on airplane mode. The school is not responsible for any items lost, stolen or damaged. Cell phones and electronic devices are subject to being searched by an administrator. Please refer to the Student Code of Conduct rule 43 for more information.

## CHARGES, FINES AND FEES

Students who owe charges, fines, and fees, including lunch charges, may not receive report cards, promotion certificates, formal graduation certificates or ceremony tickets, or be allowed to participate in extracurricular activities until the charges are cleared. Students may also lose on campus driving privileges. Students who owe for books may not be issued another book. Students and parents who cannot afford to repay charges must file an affidavit and make arrangements for restitution, which the administration may, or may not agree to accept, at its sole discretion.

## CHECKOUT

### **Elementary and Middle Schools:**

- If a student is checking out of school prior to the end of the school day, a parent/guardian or other authorized person must go into the office and sign the student out. Parents/guardians may be required to show a photo ID. No call ahead checkouts will be allowed.
- In order to be counted present FOR THE DAY, a student must be present for at least one-half of the instructional day.

### **High School:**

- If it is necessary for a student who drives to check out of school before the end of the day, the student's parent/guardian must call the school. The Parent/guardian may be asked for certain personal information to verify identity. All student pick-ups must be before 2:45 PM\*. After that time, no student will be released unless there is an emergency.
- Students will NOT be allowed to check back into school unless they are returning with verification of an excused absence.
- If a student checks out of school before or during a class, it will count as an absence if more than half of the class is missed and will be handled in accordance with the Attendance Policy.
- In order to be counted present FOR THE DAY, a student must be present for at least one-half of the instructional day. Absences will be counted for each missed individual class.
- No call ahead checkouts will be allowed.

## CHOOSING HEALTHY ALTERNATIVES & METHODS PROMOTING SAFETY (CHAMPS)

The program is delivered by a Murray County Sheriff's Department deputy. The focus is on drug and alcohol prevention and making healthy choices. CHAMPS goes beyond traditional drug abuse and violence prevention programs. It targets fifth grade, and it gives children the skills needed to recognize and resist the subtle and overt pressures that cause them to experiment with drugs and alcohol or become involved in gangs or violent activities. Lessons taught in addition to the core program include:

- Bullying
- Gangs
- Internet Safety
- Rx and OTC medication abuse
- Methamphetamine
- Tobacco
- Peer Pressure

## CHROMEBOOKS

As a part of our continuing effort to integrate 21st century tools, concepts, and learning. Murray

County Schools will make available and require a Chromebook for all enrolled students. Our goal is to give students access to modern technology and the equipment necessary to meet the challenges of today's rapidly changing world. Equity and access are at the heart of this one-to-one initiative for distance learning and allows learning to take place outside of the walls of the traditional classroom. Students are responsible for damages to Chromebooks and headphones.

**See the Technology Handbook for more information and details.**

## **CLASS AND TEACHER ASSIGNMENTS**

The process of scheduling students is complicated. We cannot assure that each student's schedule will be exactly as he or she wants. Requests for specific teams or teachers may be honored if space is available and if the request is made in writing to the principal by the parent or guardian during the designated time period. Check with each school for specific dates. Reasonable efforts will be made to honor these requests.

## **CLUBS**

The opportunity to join student clubs will be available at some Murray County Schools. You will be provided with detailed information regarding all clubs at your home school. Any new clubs must be organized and approved within the first five (5) school days of the beginning of the school year, must have a faculty sponsor and no less than 5 initial members.

## **COMMENCEMENT CEREMONY**

In order to participate in the commencement exercises of Murray County Schools, a student must complete the requirements for classes/coursework established by the Murray County Board of Education. Students who meet both the local and state requirement for graduation will receive a diploma, (see Graduation Requirement section in this handbook). Attending commencement practice is mandatory in order to participate in the graduation ceremony.

## **COMMUNICATION**

The school recognizes that effective communication between the school and home is essential to the successful operations of educational programs for students. The school further recognizes that the delivery of information to the home is a responsibility that must be shared by school personnel and students. Therefore, students shall be expected to transmit written notes, deficiency reports, report cards and other documents intended for communication between the school and parents. School personnel shall be responsible for making reasonable efforts in the communication processes, including both written and telephone messages, and for providing particular attention to situations in which the educational welfare of students may be jeopardized. However, school personnel shall not be held responsible for problems which develop from the failure or refusal of students to transmit messages from the school to the home.

## **COMPETITIVE ACTIVITIES/DRIVING PERMITS MIDDLE AND HIGH SCHOOLS:**

Extracurricular activities and driving on campus are privileges, not rights. All students involved in competitive activities at the middle schools and high school and all students requesting or holding parking permits at the high school shall be subject to random drug and alcohol testing under Board Policy IDF and IDF (2). These policies are available on the Murray County Schools website,

[www.murray.k12.ga.us](http://www.murray.k12.ga.us). If you do not have access to the website, a copy of the policy can be obtained from your child's coach. Consent forms must be signed by the students participating in these activities and their parents/guardians in order to participate in competitive activities and/or request or hold a parking permit.

## CONTRABAND/PROHIBITED ITEMS

Chains, skateboards, unauthorized computer CD's or thumb drives, computer programs, electronic games, laser pointer, lighters, inappropriate magazines, markers, CD's, radios, rubber bands, toys, liquid white-out, pepper spray, and/or other items that are inappropriate for school are prohibited. All such items above are not to be brought to school. They will be confiscated if found at school. A parent or guardian should pick up confiscated items within five school days. The school will not be held responsible for items stolen, lost, damaged, or confiscated and not picked up as required.

## COUNSELING

The Murray County School System has counseling services in each school. The school counselors assist in efforts to help students focus on academic, personal, social, and career development so they achieve success in school. Counselors stress making smart choices and prepare students to lead fulfilling and responsible lives through classroom lessons, small groups and individual counseling sessions. Parents or guardians who do not want their student to participate in small groups must notify the school in writing.

## DANCES

Middle Schools: Elementary and high school students are not allowed to attend middle school dances. Students may attend dances at his/her home school ONLY. Other restrictions may apply. Students will be expected to follow the discipline and dress code at all dances. Students must be in attendance, at school, on the day of the dance in order to attend. Students must be picked up no later than 15 minutes after the dance has ended. Transportation arrangements need to be made prior to the dance. Any violation to these guidelines may result in suspension of dance privileges.

**High Schools:** ONLY Murray County High School, North Murray High School, and non-punitive PVIS students with IDs may attend informal dances and, if attending the dance of the other "system" high school, must have a date of the hosting school. Middle school students are NOT allowed to attend any high school dances, informal or formal.

## DELIVERIES

Elementary schools accept deliveries for students. Deliveries for students are not accepted at the middle schools and high schools.

## DENTAL PROGRAM

### Help a Child Smile Mobile Dental Program

"Help a Child Smile" is a local School Board Approved dental program for the Murray County School System. The program delivers comprehensive dental care directly to children at their schools with a friendly and educational environment. Each mobile unit is outfitted with up-to-date chairs, supplies, and staff. For more information, please contact your child's school.

## DISPLAY OF STUDENT GRADES/PICTURES/NAMES

Student work, pictures, or names from time to time may be displayed in the classroom or hallway. Student pictures are published yearly in the school yearbook. Students receiving special recognition may have their pictures or names published in the local newspaper, school newsletter, or on the school's or system's website, or Social Media page. Parents not wishing that their child's work, pictures, or names be displayed or published should contact the school principal and submit a request in writing.

## DISTRICTING POLICY

### ASSIGNED SCHOOL/SCHOOL ATTENDANCE ZONES

Students will attend school in the attendance zone of their residence. You may contact the Central Office at 706-695-4531 as to which school your child should attend. Generally, a student's resident school will be assigned based on the physical address of the primary custodial parent(s)/legal guardian, regardless of where it is claimed the child is actually living. At the time of enrollment, the enrollment center staff may inquire into the marital status of the parent enroller and whether both parents reside in the home. The Enrollment Center may require a copy of the most recent custody or guardianship order. In the event the student is originally enrolled in the system by a Non-Parent Non-Legal Guardian, a Non-Parental form will be filled out. This form may only be used for initial enrollment in the system. In such instances, the student's resident school shall be determined by the physical address of the original enroller on the enrollment forms kept in a student's permanent record unless and until a court order is produced showing custody or guardianship in another individual and the enrollment center is persuaded that the child is living with the said custodian. See Board Policy JBCD for more details. All Kindergarteners, 6th graders and 9<sup>th</sup> graders must, within the first ten (10) days of the start of the school year, provide administration with proof of residency as follows: An enrollee must provide **two** of the following in the name of the legal and primary physical custodian of the student ("custodian"): **Power bill, water bill, cable/satellite bill, and warranty deed along with proof that the property is homesteaded for property tax purposes, and /or lease agreement.**

## DRESS REGULATIONS

### PURPOSE

A student's style of dress and/or grooming may reflect individual preference; however, such preferences must be selected within the constraints of reasonable rules and appropriate standards that are consistent with the maintenance of an effective learning atmosphere and good personal hygiene. The Murray County Board of Education expects each student's attire and grooming to promote a positive, safe, and healthy environment within the school. The Board has determined that reasonable regulation of school attire and personal adornment is within its authority and consistent with its responsibility to provide an appropriate environment for learning. Although the Board recognizes that individual students have a right to free expression, that right must be balanced with the Board's responsibility to provide a safe, secure, and orderly educational environment for all students.

### DRESS CODE INTERPRETATION, ALL GRADE LEVELS:

The principal or other authorized school official shall determine whether any particular mode of dress, apparel, grooming, or use of emblems, insignias, badges or other symbols is likely to result in interference or disruption of the learning environment or create a potential danger to students or staff. In addition, school administration has the discretion to waive any rule in



**any particular case. At the discretion of administration, dress regulations may be altered, modified or waived for extracurricular activities.**

### **Allowable dress for 5<sup>th</sup> – 12<sup>th</sup> grades**

It is prohibited for any student to wear clothing items which reference or advertise alcoholic beverages, sex, tobacco, obscene, crude, suggestive messages, use profanity or slurs pertaining to race, gender, ethnicity, religion or national origins. Designs or insignias may not be part of haircuts. Satanic symbols, logos, or symbols, which put down social or ethnic groups or berate other individuals, are also prohibited. “Fake” alcohol or drug advertisements are also disallowed. Gang-related badges, insignias, and colors are prohibited, as are any items of wearing apparel that indicate gang affiliation or support.

**Pants and Shorts:** Pants may not have holes above the knee that expose undergarments, genitals or buttocks. Shorts must cover undergarments and not exposed genitals or buttocks. No baggy or saggy pants. Pants must fit body type and be worn at natural waist. No chains, studs, or metal loops, pajamas, or spandex clothing. Leggings, yoga pants, any form-fitting pants must be worn with an appropriately sized covering that comes to mid-thigh while standing.

**Shirts:** All shirts must fit the body and cover midriffs and cleavage. Shirts must cover midriff when arms are extended over the head. No tank tops. Boys may not wear any shirts that expose armpits or armpit hair.

**Dresses/Skirts:** These must be worn at natural waist with no holes. Dresses and skirts cannot be less than 3 inches above the knee.

**Belts:** Appropriate length and buckled with no chains or pointed studs.

**Body Piercing:** Any piercings determined by the school administration to be offensive must be covered at all times.

**Shoes:** Must be worn at all times. No wheels or rollers. House shoes are not allowed.

**Tattoos:** Any tattoos determined by the school administration to be offensive must be covered at all times.

**Accessories:** Gloves, sunglasses, hats, caps, hoods, bandanas, headbands, blankets, sweat bands and pajamas are not allowed. Make-up should not be excessive. Students will be notified if there are special days when caps/hats are allowed. Accessories with sharp or pointed studs are not allowed.

### **Allowable Dress Pre-K – 4<sup>th</sup> grades**

Good grooming is expected. Certain guidelines must be considered when clothing is chosen. Shirts should cover the stomach. T-Shirts with writing or pictures referring to drugs, alcohol or obscene implications are prohibited. The wearing of caps/hats is prohibited. Students will be notified if there are special days when caps/hats are allowed. School administrators may prohibit, on a case-by-case basis, any clothing, hair color, hairstyle, or accessory deemed in administrator’s discretion to be disruptive to the educational process or which may create a danger. No shoes with wheels or rollers are allowed. No body piercing, except for ears, is allowed.

## **DRILLS**

**Fire Drills** – Fire drills will be held monthly. The warning is a continuous ringing of the fire alarm or three short rings of the school bell. Students are to file out of the building to the designated area where their teacher will take roll. If the alarm rings between class periods, students should evacuate the building immediately. An “all clear” signal will be given for students to return to class. Any student found tampering with the fire alarm, fire extinguisher, or emergency equipment will be subject to appropriate disciplinary action and possible police action.

**Severe Weather Drills** – Severe weather and tornado drills will be held periodically during school

hours. Students will be assigned areas in the building deemed most tornado resistant by the Georgia Civil Defense Council. All instructions should be followed during the time of drills and during adverse weather warnings. An “all clear” signal will be given before students will be allowed to return to their assigned classrooms.

**Lock Down/Intruder Drills** – Drills will be conducted in September and January to test the school's lockdown procedures.

Drills for other emergency situations may be scheduled.

## DROPOUTS

Any unemancipated minor over 16 who wishes to withdraw from school shall have the written permission of a parent or legal guardian prior to withdrawing, and complete an interview/survey with the counselor. The counselor or designee will share with the student and parent or guardian the consequences of failing to obtain a high school diploma including lower lifetime earnings, being qualified for fewer jobs, and the inability to participate in higher educational opportunities. Any emancipated minors over 16 who wish to withdraw from school must sign a written intent to withdraw and shall follow the above procedures.

**DROPOUTS WISHING TO RETURN TO HIGH SCHOOL** A student who has dropped out of school and wishes to re-enroll should contact the Murray County Schools Enrollment Center and follow the procedures for re-enrollment. Students may be required to attend the Alternative School for some period of time.

## DYSLEXIA SCREENING

In accordance with the Georgia Early Literacy Act, our school conducts annual dyslexia screenings for all students in kindergarten through third grade. The purpose of these screenings is to identify early signs of dyslexia and provide targeted interventions to support students' reading development.

- **What is Dyslexia?** Dyslexia is a common learning difference that affects language processing, impacting reading, writing, spelling, and sometimes speaking. It is not related to intelligence, and early support can greatly benefit students.
- **Why Screen for Dyslexia?** Early identification through screenings allows us to provide the necessary resources to help students become confident and proficient readers.
- **Screening Process:** The screening is a brief, non-invasive assessment that measures various aspects of reading, such as phonological awareness, decoding skills, and letter knowledge. It is designed to be engaging and appropriate for young children.
- **Not Special Education Screening:** It is important to note that this dyslexia screening is not a screening for special education services. Its purpose is solely to identify early signs of dyslexia to provide the needed support.
- **Annual Requirement:** This screening is conducted annually for all K-3 students to ensure ongoing support and monitoring of their reading development.

If the screening indicates that a student may be at risk for dyslexia, parents will be notified, and further steps will be discussed to provide appropriate interventions.



## DUAL ENROLLMENT

Dual Enrollment is a process through which a high school student takes one or more courses from a state public or private postsecondary institution and receives credit at the high school and at the postsecondary institution. Students and parents should meet with a counselor to discuss eligibility criteria for these programs. Unless a college provides a numeric grade, the following chart will be used to calculate numeric grade:

A=95   B=85   C=77   D=73   F=69

## Edmentum Grading

Edmentum is the software used for instruction at Pleasant Valley Innovative and in the credit recovery labs at Murray County High School and North Murray High School.

- Students will see different grades displayed in Edmentum:
  - On-Target Grade: describes a student's grade on the work that he is expected to have completed by this point with zeros for any assignment past due.
  - Current Grade: describes a student's grade on the work he has completed so far.
  - Course Grade: reflects the student's final course grade if he dropped the course today – assigning zero scores to any activities not yet completed.
- Students will receive the Course Grade from the program upon completion.
- Incomplete Course without dropping
  - Students will be assigned the Course Grade posted in Edmentum at the end of the year on their transcript. Course progress is not saved over the summer in between school years.
- Student in Edmentum transferring to another district.
  - The grade sent is the On-Target Grade.

## ELIGIBILITY FOR PARTICIPATION IN EXTRACURRICULAR ACTIVITIES

Any student who has outstanding disciplinary measures assigned by the principal or assistant principal will not be allowed to participate in any extracurricular activity. Disciplinary measures may include any action such as ISS or suspension. Students must be counted present at school the day of any activity to be eligible to participate. Random drug testing will be administered for all students participating in competitive activities.

### High School:

Ninth grade students are eligible to participate in extracurricular activities for the first term of the school year, if they received passing grades on their annual eighth grade report card.

- 5 credits at the end of 9<sup>th</sup> grade
- 11 credits at the end of 10<sup>th</sup> grade
- 17 credits at the end of 11<sup>th</sup> grade

## PLUS

To be eligible to participate in any upcoming semester, students must have a 70% average in 5 classes at the end of each term, including midterm. Students can make-up credits in summer school, evening school and credit recovery programs.

**NOTE:** All students under the jurisdiction of the Georgia High School Association Regulations must be present during all instructional periods to participate in extracurricular activities. Students must check-in by 7:45 and must not check-out any earlier than 2:45 in order to be counted present. Any judgment concerning this policy will be made by the administration.

**\*\*Any student who is counted absent from school will not be allowed to attend extracurricular activities unless "excused" documentation can be provided.**

**\*\*Students in the dual enrollment program may qualify for extracurricular activities.**

## EMERGENCIES / ILLNESS

If a student is injured or becomes ill during the school day, he/she should go to the office with a note of explanation from a teacher. If a student is ill or injured, the parent will be contacted and 911 may be called, at the parent's expense, if deemed necessary. **Emergency forms serve as the chief source of information in emergency situations.** It is imperative that these forms should be completed and returned to school within five days of enrollment or upon change of address, phone number, and/or business phone number. It is the parent's/guardian's responsibility to notify the school of any address or phone number changes.

## END OF GRADE/COURSE ASSESSMENT

The Georgia Department of Education has mandated End of Course/Grade Assessment in certain academic classes. Under State Board of Education rules these tests will count towards the student's final grade in a class based on the State Department Guidelines.

End of Course (EOC) weight: The final EOC assessment will be worth 10% of the grade for current students enrolled in high school courses. EOC courses are: Algebra (Concepts and Connections), Biology, Literature and Composition II, and U.S. History.

## ENROLLMENT CENTER

The following information is required to register in Murray County Schools: proof of residency, updated Georgia Certificate of Immunization (from the Health Department), Georgia Eye, Ear, and Dental Certificate (if coming from an out of state school), academic records from the previous school or previous school's address, discipline records from previous school, parent or guardian present, and copy of social security card. In most cases, school administration will assume that the person who enrolls the child in school will have the authority to make all decisions regarding his or her child. The parent or guardian must be present. Murray County Schools will not accept for enrollment students suspended or expelled from other school districts or any student who has withdrawn from another school or school district to avoid receiving a suspension or a disciplinary hearing. Murray County Schools may honor disciplinary orders issued by other school systems. The superintendent shall have the authority to waive this policy.

Parents or guardians will take new students to the centralized Enrollment Center to register for school. Also, students transferring between Murray County Schools will go to their current school to

withdraw, and then take proof of residence to the new school to enroll. Office hours will be 7:00-3:30, Monday through Friday. The Murray County Enrollment Center is located in the Murray County Enrollment and Learning Center directly behind the Central Office.

The following items are required to register for school:

- Photo identification
- Copy of Birth Certificate
- Social Security Card or Waiver signed by parent
- Certificate of Immunization Form (Form # 3231)
- Eye, Ear & Dental Certificate (Form #3300)
- Custody Papers (if applicable)
- Withdrawal documentation from previous school (if applicable)
- Middle and High school students should provide transcripts including discipline records
- Two Residency Documents (Copy of Utility Bill, Copy of Lease of Purchase Agreement...)

## Enrollment Notice

Upon enrollment, MCSD will request records from the schools attended within the previous 24 months.

Pursuant with **HB 268** for students in 4th-12th grade, the receiving school must receive a certified copy of a student's critical records from each school attended during the prior 24 months as defined by O.C.G.A. 20-2-670.

**If these records are not received, the receiving school shall be authorized to temporarily assign such students to remote learning until such critical records are received, or a case management consultation is completed.** The receiving school will notify the enrolling parent when critical records are received.

### *What are Critical Records:*

'Critical records' means the following education records of a student, which shall be current and complete for a period of at least the most recent 12 months of such student's enrollment or the entirety of such student's enrollment if less than 12 months.

- a. Academic transcript
- b. Attendance records
- c. Student discipline records, including, but not limited to, all records of any:
  - i. Disciplinary order of short-term suspension, long-term suspension, or expulsion made pursuant to Code Section 20-2-751.2
  - ii. Notice of a report of criminal action made pursuant to Code Section 20-2-756
  - iii. Notice of chronic disciplinary problem made pursuant to Code Section 20-2-765
  - iv. Disciplinary and behavioral correction plan pursuant to Code Section 20-2-766; or
  - v. Report of the commission of a prohibited act made pursuant to Code Section 20-2-1184
- d. Records of the student having ever been adjudicated delinquent of the commission of a class A designated felony act or class B designated felony act, as defined in Code Section 15-11-2 and, if so, the date of such adjudication, the offenses committed, the jurisdiction in which such adjudication was made, and the sentence imposed
- e. An Individualized Education Program (IEP) pursuant to the federal Individuals with Disabilities Education Act or a plan under Section 504 of the federal Rehabilitation Act of 1973, if any, and

- f. Psychological evaluations, if any.

## **EVENING SCHOOL/OFF CAMPUS LEARNING (High Schools)**

The Murray County School System realizes that a traditional school may not be the best option for all students. We have partnered with Mountain Education Center (MEC), an independent charter school system to help students remain on track to graduate or to accelerate graduation. MEC is currently operated at the Murray County Enrollment Center. Students interested in attending Evening School should call 706-686-3500.

## **FIELD TRIPS**

Field trips are provided as an extension of the regular school program. Specific information regarding date and activity will be provided prior to each field trip. Prior written permission from the parent or guardian is required for participation. All school rules apply to field trips.

## **FINAL EXAMINATIONS (High School)**

- Students are responsible for being present for final examinations.
- Make-up exams will only be given in cases of documented
- Emergencies which are approved by the principal.
- The make-up exams must be completed within a timeline determined by the administration.

## **FINAL EXAMINATION EXEMPTION POLICY (High School)**

A Student may be exempt from a midterm/final exam in a class if he/she meets the following requirements:

- A 75 or higher average with no more than 5 class absences
- Five classroom tardies counts as a class absence for this exemption policy
- Students cannot exempt tests required by the State Department of Education

**\*\***Any student who is exempt and is not present on the day of the final exam will be counted absent, but the absence will not count toward his/her exemption.

Note: A student cannot exempt a final exam if he/she has served In-School Suspension or been suspended from school during the term. No check-outs will be allowed in between any two final exams. For all other Final Exams, please refer to the class syllabus.

## **FUNDRAISING ACTIVITIES**

All fundraising and sales activities must have prior approval from the principal and/or the superintendent of schools.

## **GAGGLE**

In an effort to save lives, avoid unnecessary tragedies and ensure the safety and well-being of all students, MCS has partnered with Gaggle Safety Management. Gaggle Safety Management will monitor (Grades K-12) school managed Google accounts in order to target content that may be indicative of depression, suicidal thoughts, self-harm behaviors, school violence, and other safety threats. Gaggle Safety Management will notify site and district administrators during school hours when content reveals signs of possible self-harm behaviors, potential for imminent threats, or school

violence. In the event the threat occurs during non-school hours, site and district administration as well as law enforcement will receive notifications and will initiate an investigation.

## **GEORGIA VIRTUAL SCHOOL (GVS)**

The Murray County School System recognizes the importance of putting technology into the hands of students, and one aspect of this goal is allowing students to work through classes in the online forum of Georgia Virtual School. Recognizing that our students are technological learners with a growing need for flexibility and that the business community, colleges, and universities seek graduates whose high-level digital skills match their ongoing professional and learning needs, the school system offers Georgia Virtual classes as an option for students who desire this technological platform for learning. The rigor of the Georgia Virtual School courses mirrors the high level of expectation and quality that students are held to within the Murray County School System. In compliance with Senate Bill 289, online Murray County courses can be accessed through Georgia Virtual School. Interested parents or students should see their counselor and the GVS Facilitator for more information.

### ***Procedures***

Recognizing the need for students to be ready for this type of learning, students interested in taking a course through Georgia Virtual should adhere to these procedures:

1. Read carefully the information on the Georgia Virtual School website. Pay close attention to deadlines in the Georgia Virtual process as well as the list of courses offered. Check this website often, as the information may change as semesters progress.
2. Make an appointment for a meeting with the school counselor. Parent attendance at this meeting is strongly encouraged.
3. Georgia Virtual High School Agreement must be executed.

In order to remain enrolled in Murray County Schools, a student must take at least one MCS course on an MCS campus. Any student who chooses to take 100% of the coursework through Georgia Virtual School, cannot remain enrolled in Murray County Schools. If all parties agree to the Georgia Virtual setting, the Enrollment Agreement is signed, and the student then registers for the Georgia Virtual class. The Georgia Virtual class can be taken at home through the timeframe of the first or last period. In addition, there may be a limited number of seats available at each high school for students to take a Georgia Virtual class at school during the school day, and students may need to bring their own technology in order to take the course on the high school campus.

### ***Other Important Details***

- The Murray County School System stresses the importance of communication with the student's counselor and the GVS Facilitator, since not all courses offered through Georgia Virtual would meet an individual student's graduation plan.
- At all Murray County high schools, students are required to enroll in a minimum of seven classes each year. The Georgia Virtual classes that students take can be part of these seven required classes. It is the expectation that students will remain enrolled in all seven classes each year, whether these classes are delivered through the local high school or through Georgia Virtual School. Please direct any questions to your school's counselor.
- The school system incurs fees for Georgia Virtual classes that are not passed on to the student. In the event of an extenuating circumstance where a student might be given special permission to drop a Georgia Virtual class, the parent must provide to the district the reimbursement of all costs associated with the course.
- If the Georgia Virtual School online course is taken in lieu of any of the regular school day instructional periods, then the school will pay for the course. If a Georgia Virtual School online course is chosen in addition to the regular school day instructional periods, the parent will pay

for the course.

### ***Dropping a Georgia Virtual Course***

Students who contact their school's Georgia Virtual Representative to drop a course will incur no cost, and the course will not be posted to the student's transcripts if done within the following:

- Fall/Spring: 13 days from the date the class is first accessed.
- Summer: 72 hours excluding weekends from the date the class is first accessed.

These students must report to their school counselor immediately to be given an alternative course.

The district will also designate a second drop date. Students who drop between the first date and the second date will pay the district the cost of the Georgia Virtual class, but no grade will be recorded on the students' transcripts. Students must report to the school counselor immediately to be given an alternative course. Students will not be allowed to drop a Georgia Virtual course after the 2nd drop date and will receive the course's score at the end of the semester on the transcript.

## **GIFTED/EXCEL PROGRAM**

The Murray County School District endorses the philosophy that education is a means by which each individual has the opportunity to reach his or her fullest potential. We believe that all students have a right to educational experiences that challenge the level of their individual development, whether it is below, at, or beyond the level of their age peers. Special programs for gifted students are one outgrowth of this commitment.

Students in grades K-12 who demonstrate a high degree of intellectual, academic, and/or creative abilities may be nominated for evaluation to determine eligibility to participate in the program for Gifted Students. Referrals for consideration may be made by teachers, parents/guardians, counselors, administrators, peers, self, and other individuals with knowledge of the student's abilities. The State Board of Education determines eligibility criteria for placement in this program. For a summary of those criteria or for further information about Murray County's Program for Gifted Students, please contact the Gifted Program teacher at your child's school or contact:

Jenny Lock, Middle and High School ([jenny.lock@murray.k12.ga.us](mailto:jenny.lock@murray.k12.ga.us))

Kelly Rogers, Elementary School ([kelly.rogers@murray.k12.ga.us](mailto:kelly.rogers@murray.k12.ga.us))

## **GPA (GRADE POINT AVERAGE)**

The average grade earned by a student is figured by dividing the total grade points earned by the number of credits attempted. Dual Enrollment (DE), AP, Honors and college credit course classes will carry Quality Points for this calculation. The grade points that can be earned are listed in the table below.

	A	B	C	D
Regular Class	4.0	3.0	2.0	
Honor Class	4.5	3.5	2.5	
AP Class	5.0	4.0	3.0	
DE Class**	5.0	4.0	3.0	2.0

**\*The HOPE scholarship office will recalculate all students' GPAs to a 4.0 scale.**

**\*\*Any DE classes for which tuition is required or paid will be weighted at the highest level of course weight offered in person at the high school.**

## GRADUATES WITH DISTINCTION

Scholar Graduate – GPA greater than 4.0

Honor Graduate – GPA of 3.5 - 4.0

Valedictorians and Salutatorians: Students must have completed their entire senior year at the awarding high school. Transfer students must have received all credits from a school accredited under an organization such as AdvancEd or Cognia. The valedictorian will be the student with the highest cumulative GPA. The salutatorian will be the student with the second highest GPA. In the event that 2 or more students share the same GPA, the student with the highest numeric average will be named the Valedictorian or Salutatorian.

## GRADUATION PATHS AND REQUIREMENTS

### UNITS OF CREDIT

AREAS OF STUDY	Units Required
English/Language Arts	4
Mathematics	4
Science	4
Social Studies	3
Career Pathway or CTAE, Fine Arts and/or Foreign Language Credits	3
Health and Physical Education	1
Electives	4
<b>TOTAL REQUIRED UNITS</b>	<b>23</b>

<sup>1</sup> Advanced Placement (AP) and/or Honors courses may be substituted for some of these courses.

<sup>2</sup> Accelerated math courses may be substituted for these courses.

#### \*\*\*\*\*PERSONAL FITNESS WAIVER:

Students in grades 9th to 11th can apply to waive the required graduation requirement of Personal Fitness class by meeting the criteria listed below and then filling out a Personal Waiver Form. The form needs to be submitted by the end of 11th grade. If the form is not submitted by the last day of the 11th-grade year, the student will be required to take the Personal Fitness class in the senior year. The form is available through the Athletic Director's office.

Students who meet one of the following criteria have the option to waive the physical education course (Health and Personal Fitness (36.051)):

1. Completion of one season of a GHSA sanctioned sport as verified by the head coach (excludes One Act Play, Literary Competitions, and Esports);
2. Completion of one season of marching band as verified by the band director; or
3. Student has earned 0.5 credit in Dance, Cirque, or Physical Education elective class

## GUNS PROHIBITED

All guns are prohibited on any MCSD property except by Law Enforcement in connection with official duties.



## **HALL PASS (Middle School and High School)**

Each time a student leaves the classroom during any class period, he/she must have permission from his/her teacher, and carry a hall pass or have an active pass in an electronic hall pass system.

## **HEAD LICE**

Murray County Schools will follow the Murray County Schools Protocol. A copy is available upon request from the school. School administration reserves the right to request verification that a student has received appropriate medical treatment prior to returning to school. Proof of treatment, in the form of a certificate, is required from one of the following: Murray County Health Department, a licensed physician, or a Murray County School Nurse. The certificate must state that the child is no longer infested with an active head lice infestation. Repeated infestation may result in a referral to the school social worker.

## **HEALTH CLINIC**

The Murray County School District has partnered with Georgia Mountains Health Services, Inc. to provide limited health care services to students without charge. You may contact the central office for more information.

## **HEALTH EDUCATION**

Regulations of the Georgia Department of Education require that the Murray County Schools shall develop and implement a comprehensive health and physical education program that shall include information and concepts in the following areas:

1. Alcohol and other drug use
2. Disease prevention
3. Environmental health
4. Nutrition
5. Personal health
6. Sex education/AIDS education
7. Safety, which includes teaching students as early as kindergarten to identify inappropriate sexual touching and to report the inappropriate sexual contact
8. Mental health
9. Growth and development
10. Consumer health
11. Community health
12. Health careers
13. Family living
14. Motor skills
15. Physical fitness
16. Lifetime sports
17. Outdoor education

If you would like parental information on any of the topics listed above, please contact the counseling office at your child's school.



Sex education and AIDS education are required to be a part of the comprehensive health program. Parents and legal guardians are, however, allowed to exercise the option of excluding their child from sex education and AIDS prevention instructional programs. Prior to making a choice to allow your child to participate in sex education and AIDS education programs, parents have the right to be informed by the school the content of the curriculum. You further have the right to review all instructional materials, print and non-print. If you decide that you do not want your child to take part in sex education or AIDS education instruction you must inform your child's school of your intent in writing. All sex education instruction in Murray County Schools shall be consistent with State Board of Education rules and applicable laws and shall include an emphasis on "abstinence" and fidelity in marriage as the most effective means of preventing disease and unwanted pregnancy.

In the 2009 Georgia legislative session, the Georgia Student Health and Physical Education (SHAPE) Act was passed and requires each local school district to conduct an annual fitness assessment program for all students in grades 1-12 enrolled in Georgia public school physical education classes taught by certified physical education teachers.

## **HOME SCHOOLING – Registering and Rules**

All Home School students must register with the Georgia Department of Education in order to home school. All other home school issues must be directed to the Georgia Department of Education.

Department of Education Contact:

Policy Division

Email: [homeschool@doe.k12.ga.us](mailto:homeschool@doe.k12.ga.us)

Phone: 404-656-3083

Fax: 770-344-4623

Georgia Dept of Education

Homeschool Division

205 Jesse Hill Jr. Dr, SE

Suite 2053 Twin Towers East

Atlanta, GA 30334

All college admission tests and pre-tests, the Armed Services Vocational Aptitude Battery and/or AP exam offered to traditional students, shall be available to home study students in grades 6-12 on like terms. The available testing dates will be posted on the district website, including the registration dates and procedures.

## **HOMELESS EDUCATION**

The Murray County School System is committed to every child enrolled in our school system. Our Homeless Education Program goals are to identify and assist students who lack a fixed, regular, and adequate nighttime residence so that they may enroll, attend, and succeed in school. The employees of the Murray County School System work with students, families, the enrollment center, and community agencies to meet the requirements of the Homeless Education Program. Under the McKinney-Vento Act, if you know of a homeless student, please contact a school social worker or call the Murray County School System Student Wellness Department at 706-422-4650, extension 6200.

## **HOMEWORK**

Students will be given homework policies for individual classes. The

Murray County School System subscribes to the philosophy that homework is an important part of the educational process and that it

is valid if it meets the following objectives:

- To work toward mastery of the intended curriculum
- To use external resources for research experiences
- To allow teachers to determine which students need additional practice
- To provide essential practice in developing skills

## HOSPITAL/HOMEBOUND INSTRUCTIONAL SERVICES

The Murray County School System will follow the Georgia State Board of Education Policy for Hospital/Homebound Instructional Services. These services are available to students who have a medically diagnosed physical condition and/or psychiatric/emotional disorder as defined by the Diagnostic and Statistical Manual (DSM) which prevents school attendance for a minimum of ten consecutive school days. A hospital homebound student's attendance will be recorded as hospital/homebound if they receive the appropriately documented educational instruction and services. Hospital homebound attendance does not count toward perfect attendance. Required forms must be completed and on file at the school in order to receive services, including: (1) Physician Request for Hospital/Homebound services (*must be filled out by psychiatrist if it is a mental health condition*). (2) Parent Request for Hospital/Homebound Services. (3) Educational Service Plan (ESP) State BOE Policy IDDC.

## IMMUNIZATION/COMMUNICABLE DISEASES

All new students in the Murray County School System must present an Immunization Certificate. **All 7<sup>th</sup> graders will be required to have Tdap (tetanus, diphtheria, pertussis) and Meningococcal conjugate vaccines prior to entering school. New entrants into a Georgia school grades 8<sup>th</sup>-12<sup>th</sup> must have one dose of Tdap vaccine and one dose of Meningococcal conjugate vaccine. "New Entrant" means any child entering any school in Georgia for the first time or entering after having been absent from a Georgia school for more than twelve months or one school year.** A Vision, Hearing, and Dental Screening Certificate is also required if a student is entering a Georgia Public School for the first time. If a student does not have an adequate Immunization Certificate or a Vision, Hearing, Dental Screening Certificate, the student will have 30 calendar days in which to obtain a certificate. At the end of 30 days the student may be asked to withdraw from school if he/she has not obtained the appropriate certificate. If the student is transferring from another state or country, he/she has 90 calendar days in which to provide these health certificates. Each student and parent is responsible for maintaining adequate immunizations. Parents should immediately report the health status of their child to the school counseling office if a physician diagnoses a communicable disease.

## INSURANCE FOR ACCIDENTAL INJURY

Each day in American schools students have accidents that result in injury. As a service to parents and families the Murray County School System offers Student Athletic, Accident, and Health Insurance. This insurance is offered at a very reasonable rate because of the number of children across the nation participating in the program. If you do not have accident insurance, student insurance provides an affordable method of protecting your child. If you have family coverage, student insurance becomes secondary coverage covering deductibles as defined in the policy. Under options available student insurance can be purchased that provides 24-hour coverage, health coverage, extended dental coverage, and field trip coverage. Please review the information your child brings home to determine if your family would benefit from any of the options offered. The insurance provider offers extensive online services including the ability to enroll, obtain claim forms

and ID cards, and check claim status. **Parents are reminded that the Murray County School System does not provide insurance covering student accidents while at school or when participating in school related activities.**

## INTERNET SAFETY POLICY FOR THE COMPUTER NETWORK OF THE MURRAY COUNTY SCHOOL DISTRICT

Please refer to the [Acceptable Use and Internet Safety Policy](#) toward the back of this handbook.

## INVESTIGATIONS AND SEARCHES (POLICY JCAB)

The Murray County Board of Education policy regarding searches is as follows:

The Murray County School System endeavors to provide a safe and secure environment for all students. The Board authorizes reasonable searches of students directed to that end by authorized school officials. Searches are based on reasonable suspicion of the presence of dangerous or disruptive items or violations of code of conduct. Principals of each school where lockers are issued shall ensure that at the time lockers are made available to students, it is clearly specified in writing that lockers are subject to inspection and search by school officials. Each school shall maintain duplicate keys or records of all locker combinations and avoid any practices that lead students to believe that lockers are under their exclusive control. In the event a search of a student's person, his/her personal possessions, locker, or vehicle, reveals that the student is concealing material, the possession of which is prohibited by federal, state, or local law enforcement authorities may be notified so they may take appropriate action. When students bring devices to school that are capable of recording images or sounds, those devices are subject to searches and seizures if the school has a reasonable belief that the devices contain evidence related to an investigation of a violation of the Student Code of Conduct or a violation of the criminal/juvenile code.

## INFINITE CAMPUS PARENT PORTAL

Infinite Campus Parent Portal gives parents on-line access to their child's grades, attendance and updating enrollment information. The head of household must present a photo I.D. at the student's school to receive the access code for this service.

## KIDS ON THE BLOCK

Kids on the Block is a puppet performance on personal safety presented annually to second, third, and/or fourth grade students. For more information you may contact your school counselor.

## LOCKERS

Lockers are rented through the homeroom teacher/office for \$10.00 (non-refundable) per school year. Each student is responsible for any item in the locker and any damage to the interior of the locker, which has been assigned to him/her. The school reserves the right to enter and search any locker at any time. **Students are not to share or exchange lockers.** Any inappropriate items found in the locker will be the responsibility of the renter. For security purposes students shall not render the locks inoperable. Padlocks are not to be used on lockers. For student protection, random locker searches may be made throughout the school year. Lockers are rented from the beginning of school until the last week of school. All lockers not cleared by the final week will be opened and cleaned out as necessary. MCSD shall not be responsible for loss of or damage to any items in any locker.

## LOST AND FOUND

Lost and found items should be turned into the office. Found textbooks will be sent to the teacher who issued the books. The school is not responsible for lost or stolen items. Periodically, unclaimed lost and found items will be taken to a charitable organization.

## MANDATED REPORTING

The State of Georgia requires by law that any principal, teacher, counselor, or other school employee or volunteer having cause to believe that a child under the age of eighteen has had physical injury or injuries inflicted upon him or her other than by accidental means by a parent, caretaker, or other individual, or has been neglected or exploited by a parent, caretaker, or other individual, or has been sexually assaulted, shall report such incidents to appropriate authorities. Being a mandated reporter requires all school employees to report any situation where a student is in danger or is a threat to self or others. All system employees receive annual mandated reporter training. All volunteers are also required to complete training. Volunteers may visit the school office to get information on training.

## MANDATORY “QUIET REFLECTION”

Georgia law requires up to 60 seconds of mandatory quiet reflection conducted by teachers at the beginning of each school day. The law states that this bill “shall not prevent student-initiated voluntary school prayers at schools or school-related events which are nonsectarian and non-proselytizing in nature.”

## MEDIA CENTER POLICIES

Our school media centers are the hub for literacy, research, technology, and exploration. Whether you need help finding your next favorite book, accessing digital tools, or getting support with your Chromebook, our school librarians are here to help. We use **Follett Destiny** as our library management system, where students can browse the collection, place holds, and manage their accounts. Fees are assessed for **lost or damaged books**, as well as **damaged or unreturned Chromebooks**. Payments can be made through **Infinite Campus**, **credit/debit card**, or **cash** at the school.

Each school's media center operates during regular school hours, typically from **7:30 AM to 3:30 PM**, but exact times may vary. Students must follow school-specific procedures for visits, passes, and checkouts.

### *Elementary Schools*

Elementary media centers are vibrant spaces that support literacy, curiosity, and a love of reading for all students. Pre-K classes will visit the library regularly to enjoy stories, explore books, and learn how the library works—including how to care for books and use the space responsibly. While Pre-K students do not check out books, they participate in hands-on activities aligned with early literacy and library skills. Students in grades K–5 may check out two books for up to two weeks and renew them as needed. Book checkout privileges may be paused if a student has overdue, lost, or damaged

items. A media center pass is required during class time visits.

### ***Middle Schools***

Middle school media centers are active learning hubs that support reading, research, and responsible technology use. Students may check out two books at a time for up to two weeks and can renew them if more time is needed. For class projects, students may check out additional materials with teacher approval. Visits during class time require a **SmartPass** approved by the Media Specialist. In addition to encouraging a love of reading, middle school librarians help students build digital citizenship skills so they can navigate online spaces safely, ethically, and confidently.

### ***High school***

High school media centers are essential spaces for academic support, independent reading, and digital literacy. Students may check out two books at a time for up to two weeks and renew them if needed. For research assignments, students can check out additional materials as needed. During class time, students must have an approved **SmartPass** to visit. In addition to supporting reading and access to resources, high school librarians provide instruction on research strategies, evaluating sources, and proper citation to help students become confident, ethical information users.

## **MEDICINES**

- ***Prescription Medication***

All prescription medications must be delivered to the school by the parent or guardian. All prescription medication must be in a clearly labeled prescription bottle with the student's name, drug name, dosage instructions, physicians name, pharmacy name, and pharmacy phone number. A medication authorization form must be completed and on file in the school office.

- ***Over the Counter Medication***

Over the counter medications (Tylenol, Aspirin, Motrin, Antihistamines cough/cold medications, gels, lotions, crèmes, eye-drops, etc.), can be given by the school nurse or System RN, LPN, or the school principal (or designee), if he/she is on the premises and has a parent or guardian's signature on the student's health form. In the event no such person is on the premises, over the counter medications may be provided by the parent or guardian with the condition that a medication authorization form is on file in the school office.

- Medications needed in an emergency situation (Epi Pens, Glucagon, Diastat, Insulin, etc.) may be stored with the teacher or kept by the student as deemed appropriate by the school nurse. Inhalers for the treatment of asthma should be kept with the student at all times.
- A medication Authorization Form should be completed for all emergency medications and kept on file in the school office.
- ***Asthma Medication***
  - Each school shall permit the self-administration of asthma medication by students who have asthma in the method set out herein.
  - The medication must be prescribed by a physician or physician's assistant authorized and licensed by the State of Georgia to prescribe medication.
  - The medication must be self-administered asthma medication, meaning the student's discretionary use of the asthma medication prescribed for him or her.
  - The student shall inform the school or the student's desire to self-administer asthma medication and must allow the school to review and notate the medication prescribed.
  - The student shall inform the school nurse of any changes or modifications in the prescribed medication.
  - The school shall make a list of all students allowed to self- administer asthma

medication.

- o Students qualified to self-administer asthma medications shall be allowed to self-administer the prescribed asthma medication while at school at school sponsored activities while under the supervision of school personnel or while in before-school or after-school care or operated programs.
- o The school district and its employees and agents shall incur no liability other than for willful and wanton misconduct for any injury to a student caused by his or her self-administration of asthma medication.

## MESSAGES TO STUDENTS

Messages will be delivered from parents/guardians to students and will be limited to the following:

- Notification of death, serious illness, or disaster in a family
- Medical appointments expectantly changed
- Other family emergency
- Non-emergency messages will be delivered if time and resources allow
- The school intercom will be used only for emergencies

## NURSES

The Murray County School System provides access to nursing services to assist teachers, administrators, and parents in meeting the medical needs of students.

## PARENTAL INVOLVEMENT

Murray County Schools believe that parental involvement processes are designed to create the expectations that parents, guardians, teachers and school administrators will work together to improve and enhance student behavior and academic performance and encourage open communication. Parent involvement is encouraged in each school. Information on how to be actively involved in your child's school is available on each school's website. Murray County Schools' Parent Involvement Coordinator can be reached at the Enrollment Center at 706-517-5699.

## PARENT/TEACHER CONFERENCES

A parent wishing to schedule a conference with his/her child's teacher should contact the school office by phone. Conferences should be scheduled in advance and, if possible, during the teacher's planning time. If a parent would like a counselor or nurse to be present at the conference, the parent should make this request at the time the meeting is scheduled. **While parent participation and involvement is encouraged, it is also expected that parents, just as students and staff, will conduct themselves in a polite and professional manner. Failure to do so may result in adverse consequences, including, without limitation, being barred from activities or campuses.**

## PERSONAL PROPERTY

Students are expected to bring to school only the items of personal property which are necessary for the participation in class and extracurricular activities. Items which are considered potentially dangerous or disruptive to school procedures will be confiscated and appropriate actions taken. (See contraband section.) Students are not to bring valuables, large sums of money, games, trading cards,



etc. Students are encouraged to place names on valuable, personal items (Shirts, jackets, coats, pants, dresses, shoes, etc.) Students are solely responsible for all personal belongings.

## PHONE USE

Students may only use school phones in emergency situations and with a note from a teacher. Students will not be called out of class to receive a phone call through the front office.

## POLICY MANUALS

All Murray County Board of Education policies are located on the Murray County website. The policy manual is available online under the board of education link on the Murray County School's website at [www.murray.k12.ga.us](http://www.murray.k12.ga.us).

## PROMOTION AND RETENTION

The Murray County Board of Education recognizes its responsibility for providing a quality education for the students enrolled in the school system. Part of this responsibility includes the requirement for students to demonstrate competency in the basic academic subjects.

The Murray County Board of Education has adopted standard promotion requirements for elementary and middle grade students. These requirements are explained in detail in the Board Policy IHE, which can be found online through the Murray County Schools website, [www.murray.k12.ga.us](http://www.murray.k12.ga.us).

## REPORT CARDS

Students will be issued report cards each eight-week grading period. It is the student's responsibility to report home. Incomplete grades must be made up within 5 school days after the conclusion of each term. The grading scale is as follows:

### Grades K-2

<b>N</b>	<b>Not Evident</b>
<b>P</b>	<b>Progressing Toward/Needs Improvement</b>
<b>M</b>	<b>Satisfactory</b>
<b>X</b>	<b>Not currently assessed</b>

### Grades 3-12

A=90-100    B=80-89    C=70-79    F=69 and below

In elementary schools, participation areas, including art, music, and PE, are assessed on the following scale:

## HONOR AND STAR HONOR ROLL

### ***Elementary and Middle Schools:***

Honor rolls and star honor rolls will be published at the end of each grading period. Students are eligible for the star honor roll if grades are A or above in all classes. If a student makes a B or above in all courses, he/she will be listed on the honor roll. Conduct is not used when determining honor rolls.

## SAFE AND DRUG-FREE SCHOOLS

Murray County Schools participates in the Georgia School Climate Survey. The survey for middle and high school students covers various topics such as school climate and safety, graduation, school dropouts, alcohol and drug use, bullying and harassment, suicide, nutrition, and sedentary behaviors. The survey for elementary students includes school safety and school climate questions only. The data collected will be used to identify critical areas of need for our Safe and Drug-Free School efforts. Survey analysis of this data provides information and data that:

- Meets the Federal Mandated data collection requirements
- Assists in the maintenance of a school environment that is free of drugs and violence.
- Promotes a classroom atmosphere that allows teachers to teach and students to learn
- Develops and offers experiences that involve students in applying the concepts of making healthy decisions, accepting responsibility for behaviors, and understanding consequences

Other Safe and Drug Free Schools Surveys may be conducted throughout the school year. Parents may opt out of the survey. If you **do not** wish for your student to participate in these surveys, please send a letter to your school's principal which states this request. Please include your name, child's name, and sign and date the letter.

## SAFER, SMARTER KIDS

*Safer, Smarter Kids* follows a developmentally appropriate sequence of instruction for elementary school students, helping children develop skills to stay safe as their world expands. At the crux of the program, children are taught how to identify the difference between safe and unsafe feelings, situations, and behaviors – and how to then access help if they are ever made to feel unsafe.

## SAFETY

### ***What Parents/Guardians Can Do NOW to enhance their Child(ren)'s Safety at School***

- Ensure that the school has your **current and accurate** contact/emergency information. (This includes daytime phone numbers and names of adults authorized to pick up your child in an emergency).
- Always stop by the school's front office for a visitor's pass upon entering the school building **AND** be prepared to show a photo ID.
- Be certain that the school has current medical information about your child.
- Do not park in emergency lanes at school.
- Encourage your child to report safety violations, threats, or concerns to a staff member.
- Be sure you and your child review and discuss the handbook and code of conduct.



- Learn about the protocols and procedures used at your child's school in the event of an emergency such as an evacuation, lockdown, fire or weather event.
- Register for the Murray County School App.
- ***When an Emergency Happens at School:*** Your first reaction may understandably be to call or rush to your child's school. However, that may not be the safest option for you **OR** your child. To assure that school staff and first responders are able to address the emergency, please follow these tips:
  - Monitor the Murray County School App for alerts and instructions
  - Check the District Website. Alerts and information may be posted for parents and students.
  - Please **do not** call your child's cell phone or send them a text or email. This may put your child at additional risk and impact emergency responders' ability to communicate properly with one another.
  - Please **do not** call the school as school officials will be addressing the emergency.
  - Please **do not** go to the school unless instructed. Additional traffic and confusion may put your child at additional risks and hinder efforts of first responders.
  - **Once an emergency is declared, the building administrator may direct that no student be released until an all clear is given by school officials.**

## SCHEDULE CHANGES

Requests for schedule changes or class changes will be made only for sound educational reasons. The request should be addressed with the principal for elementary school and the school counselor for middle and high school students with the principal making the final approval. The principal must approve requests for term changes in middle school.

## SCHOOL AND DISTRICT COMMUNICATIONS

In the event of inclement weather, school closing announcements will be made through local media outlets, posted on Facebook, and posted onto the website. You may also sign up for the Murray County Schools App on the Murray County website at [www.murray.k12.ga.us](http://www.murray.k12.ga.us) to receive notifications.

## SCHOOL NUTRITION

The School Nutrition Program provides a nutritious well-balanced breakfast and lunch daily. Students are encouraged to participate. Students must clean up any mess they make. Students must return trays to the dish return window or other designated area when finished eating. Leaving trays on the table may result in disciplinary action.

Students are expected to be polite and quiet while going to, eating, and coming from the lunchroom. Each student is required to learn their school assigned five-digit identification number. This number serves as the student's cafeteria number.

### ***Classroom Parties***

Classroom parties consisting of food items should be held after the regular lunch period or at least two hours prior to the regular lunch period. To encourage a healthy lifestyle, it is recommended, but not required, that snack items be consistent with the goals of the Murray County Board of Education Wellness Policy and reflect the Healthy, Hunger-Free Kids Act of 2010. Examples of healthy snack items include fruit, 100% fruit juices, raw vegetables with dip, whole grain items including breads, chips, crackers, and low fat dairy foods, such as skim milk and yogurt. Carbonated soft drinks are prohibited. Parties must be approved by an administrator at the high school level.

## **Food And Beverages**

Students and guests are encouraged to eat food prepared in the school cafeteria. When parents and guests eat with students, food from restaurants is discouraged but not prohibited. An alternate eating location, however, may be assigned when food is brought to school from restaurants. Homemade lunches are permissible.

Beverages sold on campus during the school day will be limited to water, unflavored low-fat and flavored non-fat milk, and 100% fruit or vegetable juice and servings no more than eight ounces at the elementary school level and twelve ounces at the middle and high school levels. Additional beverages at the high school level may include water, and no more than twenty (2) ounce portions of calorie free, flavored water, other flavored and/or carbonated beverages with less than 10 calories per 20 ounces or no more than twelve (12) ounces portions of beverages with less than 60 calories per 12 ounces. This privilege can be revoked by the administration at any time.

A copy of the Local Wellness Policy along with the triennial assessment results can be found on the Murray County website at <https://www.murray.k12.ga.us/page/school-nutrition>

## **2025-2026 Meal Prices**

All students will receive breakfast and lunch at no charge as part of the 4 year Community Eligibility Provision (CEP) grant funded by USDA.

Students must pick up all required items for a complete, reimbursable meal to receive the meal at no charge. This includes choosing a fruit or vegetable at each meal. If a student refuses to pick up all required items, the district will be unable to receive the reimbursement for the meal and the student will be charged the adult meal price. Only one breakfast and one lunch meal per day may be given at no charge. A second meal will be charged the adult price:

### **Adult Meal Prices**

Breakfast- \$2.15

Lunch- \$4.50

### **Student Meal Prices:**

Breakfast- \$0.00

Lunch- \$0.00

Extra entrees, sides and snack items are also available to purchase by students. Prices vary and are published on the Murray County website at <https://www.murray.k12.ga.us/page/school-nutrition>.

No charging of these items is allowed. All extra items and adult meals must be paid at the time of purchase. Payment methods at the point of service include cash, check, debit or credit card. Prepaid account payments for both students and employees can be made online by registering for an account at [www.lingconnect.com](http://www.lingconnect.com). ID numbers can be obtained by calling the nutrition office at 706-517-0155.

## **SCHOOL PROPERTY: PROHIBITED USE**

No skateboarding, roller blading, metal detecting or roller-skating allowed any time on school property. Violators may be prosecuted.

## SCOLIOSIS

Scoliosis is one of the more common diseases of the spine, affecting 12 million people worldwide. Most individuals have few problems, but for a small percentage of individuals, the problems can be very severe. Untreated, they can suffer from a disfiguring curve, and often a large hump in the back. Patients with this form of scoliosis have increasing difficulty exercising as they get older and are limited by pain. Murray County Schools in cooperation with the Murray County Health Department conducts free, non-invasive, screening for Scoliosis each year. The screening is conducted for all sixth and eighth grade students. Parents/guardians will be notified of the date screening is scheduled. Parents/guardians must notify the school if they do not want their child to be screened for Scoliosis.

## SENATE BILL 10 GEORGIA SPECIAL NEED SCHOLARSHIP ACT

If you are interested in transferring your child to a private school in Georgia, you may be able to take advantage of the Georgia Special Need Scholarship. These scholarships provide funding that can be used to offset tuition costs at participating private schools in the State of Georgia. For more information Georgia, Special Needs Scholarship and the parent application process, please visit the Georgia Department of Education website at <http://public.doe.k12.ga.us/>. For information or to apply for this option, please contact Andrea McCallister, Director of Instructional Support Services at 706-695-4531

## SOCIAL WORKERS

School social workers are the liaison between school, home, and the community. The school's social workers are available at the schools to work with parents, teachers, and administrators. Focus is placed on the student's health, safety, education, and attendance.

## STUDENT DROP-OFF and PICK UP

Murray County Schools provide bus transportation for all eligible students. If you have a family emergency, contact the school, and we will work with you to see that your child is safe.

### **Elementary and Middle School:**

Students may be dropped off in the morning at 6:30 a.m. at the designated drop-off area, and school will begin at 7:30. Students must be picked up in the afternoon by 3:40 p.m. Students who are being picked up between 3:00 PM and 3:40 PM. must be picked up in the designated pick-up area.

Students who are picked up after 3:40 PM should be picked up inside the school building.

After 3:40 PM:

- (1) School personnel will attempt to contact the parents/guardians or other adults approved by the parent/guardians.
- (2) If we are unable to make a satisfactory contact by a reasonable time, a child may be transported to the Murray County Sheriff's office for pick up.
- (3) The school will document instances when a student is not picked up from school. Recurring incidents may be referred to the school social worker.
- (4) Parents of students picked up after 3:40 may be charged a daily rate of \$20.

### **High School and Middle School**

The school system does not provide supervision in public areas surrounding school property. The high schools may provide student supervision for a brief time before the start of school and after the conclusion of the regular school day. Parents must use the designated drop off and pick up locations.

## STUDENT PICK UP DURING THE SCHOOL DAY

If a student must leave school before the end of the day, the student should be signed out by a parent/guardian at the school office. The latest time to sign out a student is **2:45**. The administration has established this time to limit missed instruction and interruptions in classrooms.

**\* Excessive unexcused early checkouts may result in adverse consequences**

## STUDENT PARKING

Driving and parking on school property is a privilege, not a right. Students driving on campus will be subject to random drug testing. Students, upon arriving at school, should immediately exit their vehicles and enter the building. At the end of the school day (unless a student has an after-school scheduled activity) students should go immediately to their vehicles and promptly exit campus. No lingering or loitering in the student parking area will be allowed. Violation of this protocol may result in loss of driving privileges, and other discipline at the discretion of administration. All students **MUST** pay for, and prominently display on their vehicle, a parking pass. The cost of the parking pass is \$50 each school year. This amount shall not be subject to any proration based upon when during the school year it is purchased or any student's "part-day" schedule. (The cost is subject to change from time to time without notice). **Vehicles without a permit clearly displayed are subject to being towed at student's family expense. Students will be given one warning; thereafter, violations result in a charge of \$10.00 each time.**

Each student is responsible for any item in the vehicle. The school reserves the right to enter and search any vehicle at any time. **Students are not to share or exchange parking permits.** Any inappropriate items found in a vehicle will be the responsibility of the student. For student protection, random vehicle searches may be made throughout the school year.

## STUDENT RECORDS

Murray County Schools will comply with the Family Educational Rights and Privacy Act (FERPA) regarding student records. See FERPA section of this student handbook.

## TARDINESS AND EARLY CHECKOUTS

Each school has established a starting and ending time. Any student arriving after the scheduled starting time is tardy. It is important that students arrive on time and attend all classes during the day. Allowances are made for late arrival of buses. Repeated tardiness and/or early checkouts may be referred to a social worker.

## TELETHERAPY

Due to privacy and safety concerns, teletherapy is prohibited on school grounds during school hours except as is expressly authorized in extreme circumstances by the superintendent or his/her designee.

## TESTING

Test schedules are subject to change. It is not uncommon for the State Department of Education or the local school system to modify test schedules after the beginning of the school year. The most current information regarding testing will be posted on the Teaching and Learning page of our website at [www.murray.k12.ga.us](http://www.murray.k12.ga.us).

The Murray County School System administers standardized tests in accordance with the state guidelines. Tests include: GKIDS for Kindergarten, ACCESS for ELL, GAA, Georgia Milestones End-of-Grade Assessment for grades 3-8, and Georgia Milestones End-of-Course Assessment for grades 9-12. Formative testing is used to guide instruction in core courses.

## **TEXTBOOKS, CHROMEBOOKS, AND INSTRUCTIONAL MATERIALS**

Textbooks, Chromebooks or other resources will be made available to students in class, online, or to take home at night. School textbooks and Chromebooks are the property of the state of Georgia and students are responsible for protecting them from loss, theft, and damage. Students will be charged the replacement cost for textbooks and Chromebooks that have been lost/damaged.

## **VISITORS**

All visitors must report to the office before conducting any business they may have at the school, and may be asked for photo ID. Visitors will be issued a visitor pass or badge. Students are asked not to bring visitors to school at any time. Parents are always welcome and are encouraged to make appointments with the secretary to see a teacher, or an administrator, or visit classes. All conferences will be scheduled during the teacher's planning period, before or after school. Conferences should be arranged at least one day in advance. Individuals who enter schools without permission are subject to criminal trespass laws.

## **VOLUNTEERS**

Volunteers are greatly appreciated. However, due to Georgia Law, all volunteers supervising students other than their own child must complete mandated reporter training, and submit to a criminal background check (at their expense) prior to acting as volunteers. Check with the school office to see if this law applies to you.

## **WATER SAFETY**

Georgia laws require school districts to inform parents and guardians of the important role that water safety education and swimming lessons play in saving lives. Swimming lessons are offered, from time to time, at the following locations:

Dalton Golf and Country Club  
333 Country Club Way  
Dalton, Georgia 30721  
(706) 259-8549

Swim America  
1700 South Mount Drive  
Dalton, GA 30720  
(706) 370-7946, (706) 313-7946

## **WITHDRAWALS**

Any student withdrawing from school for any reason is to report to their current school's office for the proper forms. Only the person who enrolled the student may withdraw the student and must accompany the student. All books must be returned and fines paid to clear the records. To facilitate this process, the counseling office should be notified a few days before the withdrawal date, if possible. The parent or guardian must provide the reason for withdrawal, and in the case of transfer, the name of the school the student will be attending. The parent or guardian must provide the new

home address and the last date the student will attend the school.

## **MURRAY COUNTY SCHOOLS CODE OF STUDENT CONDUCT AND DISCIPLINE PROCEDURES**

### **STUDENT CODE OF CONDUCT - STATEMENT OF PURPOSE**

The purpose of the schools within the Murray County School district is to provide the best learning opportunity possible. Our standards of student behavior during school hours, on school property, and at school related functions are designed to create the expectations that students will behave themselves in such a way as to facilitate a learning environment for themselves and other students.

We expect students to:

1. Respect each other
2. Respect school district employees

3. Obey student behavior policies adopted by the Board of Education
4. Obey rules established by individual schools

Good order and discipline may be described as the absence of distractions and disturbances which interfere with the optimum functioning of the student, the classroom, the school, school related functions, and the safe operation of school buses. It is also the presence of a friendly, yet businesslike, rapport in which students and school personnel work cooperatively toward mutually accepted goals. We ask your cooperation in sharing this responsibility for maintaining a proper learning environment.

## **POSITIVE BEHAVIOR SUPPORT SCHOOL LEVEL INTERVENTION PROCESS**

The Murray County Board of Education supports a framework of tiered interventions for students experiencing behavioral challenges. All schools within this school district are operational in the Positive Behavioral Support and Intervention Framework and Strategies. Students displaying behaviors designated in the code of conduct will be provided tiered interventions in accordance with the Murray County Schools Pyramid of Behavior Interventions. Each school has a pyramid of interventions that is based on the system framework. All students are provided Tier 1 supports. Students that experience behavioral challenges following implementation of Tier 1 supports with fidelity are provided Tier 2 interventions. If Tier 1 and Tier 2 supports and interventions are not successful in decreasing student's disruptive behavior and preserving instructional time, Tier 3 interventions are then implemented.

The Code of Conduct provides a systematic process of behavioral correction in which inappropriate behaviors are followed by interventions and consequences while appropriate behaviors are recognized and reinforced. Disciplinary actions are designed to teach students self-discipline and to help them replace inappropriate behaviors with those that are consistent with the school and system behavioral expectations.

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

The Murray County School System Code of Conduct is designed to provide administrators and teachers with guidelines for implementing interventions and consequences when student behavior does not align with the school system's behavioral expectations. The interventions and consequences are progressively more intense if student misbehavior continues. The code of conduct is built on a progressive discipline philosophy and is designed to create the expectation that the degree of consequences imposed by each school will be in proportion to the severity of the behavior of the student, the previous discipline history of the student, and other relevant factors while also ensuring that each student receives the due process mandated by law.

## **STATEMENT OF AUTHORITY OF SCHOOL LEADERSHIP**

The principal is the designated leader of the school, and along with the staff, is charged by the superintendent with the safe and orderly operation of the school. **In case of disciplinary violations not covered by code of conduct, the principal may impose corrective and/or punitive measures, which he or she believes to be appropriate under the circumstances.**

The Code of Conduct is a guideline for school leaders to use when providing interventions and consequences for student misbehavior. Based on the circumstances of a disciplinary violation, principals have the authority and discretion to impose interventions and consequences more intensive than indicated for each behavior in the Code of Conduct.

## DISCIPLINE PROCEDURES

The following code of conduct (“code”) and discipline procedures have been prepared in accordance with Federal and State Law, Georgia Department of Education Rules and the Murray County Board of Education Policy procedures for Murray County Schools. It contains information for school personnel, students, and parents on the progressive discipline guidelines. Included are an outline of student offenses and the various possible dispositions relating to these offenses.

Disciplinary action resulting in **more than** ten (10) days out of school suspension will include appropriate hearings and reviews, and in all cases, the rights of individuals will be ensured and protected. Disciplinary actions will be administered as fairly and consistently as individual circumstances allow. **THE SEVERITY OF THE VIOLATION OF A CODE OF CONDUCT MAY DICTATE MORE OR LESS PUNISHMENT THAN IS OUTLINED IN THE STUDENT HANDBOOK AND IS AT THE DISCRETION OF SCHOOL ADMINISTRATION. BEHAVIORS MAY OCCUR THAT SIGNIFICANTLY DEVIATE FROM THE STANDARD OF CONDUCT ACCEPTABLE AND EXPECTED OF MURRAY COUNTY STUDENTS. IF SUCH BEHAVIORS OCCUR, THE SCHOOL ADMINISTRATION IS AUTHORIZED TO ASSIGN APPROPRIATE PUNISHMENT EVEN THOUGH THE VIOLATION IS NOT SPECIFICALLY LISTED IN THIS CODE OF CONDUCT.** It should be noted that there may be instances when students who violate the student code of conduct receive different punishments. **THE CODES AND ASSOCIATED PUNISHMENTS ARE INTENDED AS *GUIDELINES ONLY*, AND EXCEPT TO THE EXTENT OTHERWISE REQUIRED BY LAW OR RULE, IT IS WITHIN THE DISCRETION OF ADMINISTRATION AND OR TRIBUNAL TO DEVIATE (i.e. GREATER OR LESSER PUNISHMENT) ON A CASE BY CASE BASIS, AS PARTICULAR CIRCUMSTANCES MAY WARRANT.**

Parent contact will be made in all cases where a disciplinary violation results in punishment being administered by a school administrator. Parent contact may include, but is not limited to, the following: Telephone calls, telephone messages, written notifications sent home with students, written notification through the mail, or face to face parent conference. Public schools are required to administer progressive discipline; therefore, in determining appropriate punishment, a student’s past disciplinary record must be considered. Additionally, school administrators will consider the severity of the violation and the impact of the behavior on the learning environment of the school.

The Student Discipline Code of Conduct provides a systematic process of behavioral correction in which inappropriate behaviors are followed by consequences. Disciplinary actions are designed to teach students self-discipline and to help them substitute inappropriate behaviors with those that are consistent with the character traits from Georgia’s Character Education Program.

The following disciplinary actions may be imposed for any violation of this student discipline code of conduct:

- Warning and/or counseling with a school administrator or counselor
- Loss of privileges
- Isolation
- Temporary removal from class or activity
- Notification of parents
- Parent conferences
- Detention/
- Placement in an Alternative Education Program
- Short-term suspension
- Referral to a Tribunal for appropriate punishment
- Expulsion from Murray County Schools
- Suspension or expulsion from the School Bus



- Referral to law enforcement or juvenile court
- Officials: Georgia law requires that certain acts of misconduct be referred to the appropriate law enforcement officials. The school will refer any act of misconduct to law enforcement officials when school officials determine such referral to be necessary or appropriate.
- Any and all other consequences or combinations of consequences determined appropriate by the school administration.

School officials may search a student if there is reasonable suspicion the student is in possession of an item that is illegal or against school rules. Student's vehicles brought on campus, student bags (including book bags and purses), electronic devices, school lockers, desks, and other school property are subject to inspection and search by school authorities at any time without further notice to students or parents. Students are required to cooperate if asked to open bags, lockers, or any vehicle brought on campus, or to allow inspection of electronic devices. Metal detectors, audio and video surveillance devices, and drug or weapon sniffing dogs may be utilized at school or at any school function, including activities which occur outside normal school hours or off the school campus at the discretion of administrators.

## **ELEMENTARY DISCIPLINE PROCEDURES (K-5)**

Elementary discipline applies to grades **K-5** and involves teaching students that there are consequences for inappropriate actions. As offenses become more severe the possible consequences increase. Offenses are therefore defined as Class I Offenses, Class II Offenses and Class III Offenses. Repeated violations may result in punishment at a higher level of the Discipline Code. Many disciplinary actions will be at the classroom level. The following consequences will apply when an office referral is made.

**For the purposes of this Code, Middle School shall include 6-8 grades and High School shall include 9-12 grades.**

### **• CLASS I OFFENSES**

Any and/or all of the following: Possible parental contact when appropriate, loss of privileges, time out, warning, the development of a disciplinary plan, writing rules and/or other possible consequences based on the situation.

### **• CLASS II OFFENSES**

Any and/or all of the following: Parental contact, possible out-of-school suspension from 1 to 10 school days, possible corporal punishment, In-school suspension, loss of privileges, and possible referral to the school counselor and/or school social worker.

### **• CLASS III OFFENSES**

Any and/or all of the following: Parental contact, out of school suspension from 1 to 10 school days, possible police action, possible restitution, possible in school suspension, possible tribunal hearing.

## **OFFENSES**

### **(01) Alcohol**

#### **Offense Levels:**

Alcohol **Level 1**- Unintentional possession

Alcohol **Level 2**- Under influence without possession

Alcohol **Level 3**- Sale, purchase, transportation, possession, consumption of alcohol

**Consequences (all and/or any of the following): High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing.

**Elementary School**

Class III Offense

**(02) Arson**

**Offense Levels:**

Arson **Level 1**- NA

Arson **Level 2**- Arson without property damage

Arson **Level 3**- Arson with property damage

**Consequences (all and/or any of the following): High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing.

**Elementary School**

Class III Offense

**(03) Battery**

**Offense Levels:**

Battery **Level 1**- Battery with no injuries

Battery **Level 2**- Battery with mild or moderate injuries

Battery **Level 3**- Battery with severe injuries; or three or more battery offenses (regardless of the level) in same school year

**Consequences (all and/or any of the following): High School and Middle School**

**Level 1 and 2 -**

First offense: 5 days Suspension, Parent Contact, Behavior Contract

Second offense: 10 days Suspension, Parent Contact, Behavior Contract

Third offense: Possible Tribunal Hearing

**\*Note:** All offenses include possible police action. Any further incident may result in expulsion.

**Level 3** - 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing

**Elementary School**

Levels 1 and 2- Class II Offense

Level 3- Class III Offense

**A person commits the offense of Battery when he or she intentionally causes substantial physical harm or visible bodily harm to another (except when action is in legitimate defense of self or others). Any act of Battery may also involve police action.**

**\*Note: Acts of physical violence directed toward a teacher, school bus driver, or other school system employee (including substitutes) (GA. Code 20-2-751.6)**

**High School, Middle School and Elementary School**

Physical violence is defined as, intentionally making physical contact of an insulting or provoking nature with the person of another, or intentionally making physical contact with another which causes physical harm to another. A student accused of an act of physical violence toward a school bus driver or school district employee shall be given a hearing before a Disciplinary Hearing Officer and shall be suspended until the hearing. A student found by the Disciplinary Hearing Officer to have intentionally made physical contact of an insulting or provoking nature on the person of a school bus driver or other school district employees may be disciplined by expulsion, long- term suspension or short-term

suspension. A student found by the Disciplinary Hearing Officer to have intentionally made physical contact, which causes physical harm to a school bus driver, or other school district employee shall be expelled from the Murray County Schools for the remainder of the student's eligibility to attend public school. The Murray County Board of Education will review all instances where students have been expelled for acts of physical violence against a school bus driver or other school district employee, which cause physical harm and may modify the expulsion as follows: The student may be assigned to an alternative school; the student may be allowed to return to school on a date set by the Board of Education; students in grades kindergarten through five may be allowed to re-enroll in school; a referral will be made to Juvenile Court alleging delinquent behavior.

#### **(04) Breaking and Entering/Burglary**

##### **Offense Levels:**

B&E/Burglary **Level 1**- NA

B&E/Burglary **Level 2**- NA

B&E/Burglary **Level 3**- Any incident involving breaking and entering/burglary

##### **Consequences (all and/or any of the following):**

###### **High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing.

###### **Elementary School**

Class III Offense

#### **(05) Computer/Technology/Wifi ("Computer") Trespass**

##### **Offense Levels:**

Computer Trespass **Level 1**- NA

Computer Trespass **Level 2**- Computer misuse

Computer Trespass **Level 3**- Unlawful use of computer/technology/wifi or altering records

##### **Consequences (all and/or any of the following):**

###### **High School and Middle School**

**Level 1 - N/A**

**Level 2-**

First offense: 1-day I.S.S., Parent Contact

Second offense: 2 days I.S.S., Parent Contact

Third offense: 3 days I.S.S., Parent Contact

Fourth offense: 1 day Suspension, Parent Contact, Fifth offense: 3 days Suspension, Parent Contact, Behavior Contract

Fifth offense: 5 days Suspension, Parent Contact, possible Tribunal Hearing

**Level 3 -**

First offense: 3 days ISS, Parent Contact

Second offense: 5 days ISS, Parent Contact

Third offense: 5 days Suspension, Parent Contact and Behavior Contract

Fourth offense: 10 days Suspension, Parent Contact, Tribunal Hearing

**\*Note: Certain instances may necessitate Police Action and more severe punishment than noted in the handbook as determined by school administration. Restitution may be required.**

###### **Elementary School**

**Level 1 - N/A**

**Level 2** - Class I Offense

**Level 3** - Class III Offense

## **(06) Disorderly Conduct**

### **Offense Levels:**

**Level 1**- Minor disturbance

**Level 2**- Moderate disturbance; three or more minor disturbances in same school year

**Level 3**- Severe disruption; or three or more moderate disturbances in same school year

### **Consequences (all and/or any of the following):**

#### **High School and Middle School**

##### **Level 1 -**

First offense: 1-day I.S.S., Parent Contact

Second offense: 3 days I.S.S., Parent Contact

Third offense: 5 days I.S.S., Parent Contact

Fourth offense: 3 days Suspension, Parent Contact

Fifth Offense: 5 days Suspension, Parent Contact, Behavior Contract

Sixth Offense: 10 days Suspension, Parent Contact, possible Tribunal Hearing

##### **Level 2 -**

First offense: 2 days I.S.S., Parent Contact

Second offense: 3 days I.S.S., Parent Contact

Third offense: 5 days I.S.S., Parent Contact, Behavior Contract

Fourth offense: 3 days Suspension, Parent Contact, Behavior Contract

Fifth offense: 5 days Suspension, Parent Contact, possible Tribunal Hearing

##### **Level 3-**

Each offense: 10 days Suspension, Parent Contact, Tribunal Hearing and Police Action

#### **Elementary School**

**Level 1**- Class I Offense

**Level 2**- Class II Offense

**Level 3**- Class III Offense

**Disorderly Conduct may include any unauthorized disturbance and includes, but is not limited to, endangering the well-being of self and/or others through jokes, pranks, tricks, games, or action of poor judgment.**

## **(07) Drugs**

### **Offense Levels:**

Drugs **Level 1** - Unintentional possession illegal drugs

Drugs **Level 2** - Failure to report medication to school authorities.

Drugs **Level 3** - Possession (or attempt to obtain), under influence, or distribution (or attempt), of illegal drugs.

### **Consequences (all and/or any of the following):**

#### **High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing

#### **Elementary School**

## Class III Offense

**Drug Offenses**, shall also include, but not be limited to, possession (or attempt to obtain), use or distribution (or attempt) of counterfeits, illegal inhalants, or drug paraphernalia.

### **(08) Fighting**

#### **Offense Levels:**

Fighting **Level 1** - Fighting with no injuries

Fighting **Level 2** - Fighting with minor or moderate injuries

Fighting **Level 3** - Fighting with severe injuries; three or more fights in same school year

**Consequences shall be (except when acting in legitimate defense of self or others)**

#### **High School and Middle School**

##### **Level 1 and 2 -**

First offense: 5 days Suspension, Parent Contact, Behavior Contract

Second offense: 10 days Suspension, Parent Contact, Behavior Contract

Third offense: Possible Tribunal Hearing

\*Note: All offenses include possible police action. Any further incident may result in expulsion.

**Level 3 -** 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing

#### **Elementary School**

Levels 1 and 2- Class II Offense

Level 3- Class III Offense

### **(09) Homicide**

#### **Offense Levels:**

Homicide **Level 1**- NA

Homicide **Level 2**- NA

Homicide **Level 3**- Any incident involving homicide

**Consequences (all and/or any of the following):**

#### **High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing.

#### **Elementary School**

Class III Offense

### **(10) Kidnapping**

#### **Offense Levels:**

Kidnapping **Level 1**- NA

Kidnapping **Level 2** - NA

Kidnapping **Level 3** – Any incident involving kidnapping

**Consequences (all and /or any of the following):**

#### **High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing

#### **Elementary School**

## Class III offense

### **(11) Larceny/Theft**

#### **Offense Levels:**

Larceny/Theft **Level 1**- Unlawful taking of property with a value between \$0.01 and \$99

Larceny/Theft **Level 2**- Unlawful taking of property with a value between \$100 and \$250

Larceny/Theft **Level 3**- Unlawful taking of property with a value exceeding \$250; three or more offenses in the same school year

#### **Consequences (all and/or any of the following):**

##### **High School and Middle School**

**Level 1** - First offense: 3 days ISS, Parent Contact; Possible Police Action Second offense: 5 days ISS, Parent Contact: possible Police Action

**Level 2** - 5 to 10 days Suspension, Parent Contact; Possible Police Action and Behavior Contract

**Level 3** - 10 days Suspension, Parent Contact, Tribunal hearing; Possible Police Action

##### **Elementary School**

Class III Offense

### **(12) Motor Vehicle Theft**

#### **Offense Levels:**

Motor Vehicle Theft **Level 1** – N/A

Motor Vehicle Theft **Level 2** – N/A

Motor Vehicle Theft **Level 3**- Any incident involving: Motor Vehicle Theft

#### **Consequences (all and/or any of the following):**

##### **High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing

##### **Elementary School**

Class III Offense

### **(13) Robbery**

#### **Offense Levels:**

Robbery **Level 1**- NA

Robbery **Level 2**- Robbery without a weapon

Robbery **Level 3**- Robbery with a weapon

#### **Consequences (all and/or any of the following):**

##### **High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing

##### **Elementary School**

Class III Offense

### **(14) Sexual Battery**

#### **Offense Levels:**

Sexual Battery **Level 1**- NA

Sexual Battery **Level 2**- NA

Sexual Battery **Level 3**- Any incident involving **Non Consensual**, sexual penetration or intentional touching, of private parts.

**Consequences (all and/or any of the following):**

**High School and Middle School**

The consequences for each offense will be determined by school administration. For each violation: 10 days suspension, Parent Contact, Police Action, tribunal hearing, behavior contract, and notification to the School Social Worker.

**Elementary School**

Class III violation

**(15) Sexual Harassment**

**Offense Levels:**

Sexual Harassment **Level 1** - Unwelcome comments not directed towards individuals

Sexual Harassment **Level 2** - Unwelcome comments directed towards individuals

Sexual Harassment **Level 3** - Violation of the district's sexual harassment policy (see Board Policy JCAC); or three or more Level 1 or 2 offenses in the same school year

**Consequences (all and /or any of the following):**

**High School and Middle School**

**Levels 1 and 2 -**

First offense: 2 days I.S.S., Parent Contact

Second offense: 5 days I.S.S., Parent Contact

**Level 3 -** 10 days Suspension, Parent Contact, possible Police Action, possible Tribunal Hearing, and notification to the School Social Worker

**Elementary School**

Class III Offense

**\*Note:** Sexual harassment and sexual violence may constitute sexual abuse as defined by state and federal statutes. In such cases the appropriate authorities will be notified. In all cases, the administration will follow Murray County Board of Education Policy concerning sexual harassment and sexual violence. The Policy applies to all school related functions, including, but not limited to, extracurricular activities, field trips, persons attending school related functions and violations within the school day. Conversely, complaints proven to be false and of a malicious nature will be considered serious infractions of the student code of conduct and may result in up to 10 days suspension, possible police action, possible tribunal hearing, and/or notification to the School Social Worker.

**(16) Sex Offenses**

**Offense Levels:**

Sex Offenses **Level 1**- Inappropriate sexually-based behavior

Sex Offenses **Level 2**- Inappropriate sexually based physical contact

Sex Offenses **Level 3**- Consensual sexual activities or masturbation on school property, buses, or school-related activities; three or more offenses in the same school year



**Consequences (all and/or any of the following):**

**High School and Middle School**

**Levels 1 and 2-** First offense: 2 days I.S.S., Parent Contact Second offense: 5 days I.S.S., Parent Contact

**Level 3-** 10 days Suspension, Parent Contact, possible Police Action, Tribunal Hearing, and notification to the School Social Worker

**Elementary School**

Class III Offense

**\*Note:** This offense may include, but is not limited to, acts of a sexual nature, public indecency, and exposure of body parts. The taking or possession of any lewd or sexual photograph or video may be deemed a violation of this Code section 16.

**Pursuant to O.C.G.A Section 20-2-735 (e), parents and guardians are encouraged to inform their children of the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.**

**(17) Threat/Intimidation**

**Offense Levels:**

Threat/Intimidation **Level 1-** NA

Threat/Intimidation **Level 2-** Individual threat or Intimidation

Threat/Intimidation **Level 3-** School-wide threat or intimidation, or individual threat that causes the other student reasonable fear of substantial harm, or any threat or statement of intent to carry out gun violence at a school or school function. School-wide threat or intimidation includes, but is not limited to, any direct or veiled comment, suggestion or sign of force or violence against an individual or the school in general, that causes disruption of the normal course of the school day.

**Consequences (all and/or any of the following):**

**High School and Middle School**

**Level 1 -** N/A

**Level 2 -**

**First offense:** 5 days Suspension, Parent Contact, possible Police Action

**Second offense:** 10 days Suspension, Parent Contact, possible Tribunal Hearing, possible Police Action

**Level 3 -** 10 days Suspension, Parent Contact, possible Tribunal Hearing, possible Police Action

**Elementary School**

Class III violation

**(18) Tobacco**

**Offense Levels:**

Tobacco **Level 1 -** Unintentional possession of tobacco products

Tobacco **Level 2 -** Intentional use or possession of tobacco products

Tobacco **Level 3 -** Distribution or sale of tobacco products; Three or more offenses in the same school year

**\*Note:** —tobacco productsll include any product containing tobacco and/or nicotine

**Consequences (all and/or any of the following):**

## **High School and Middle School**

### **Levels 1 and 2 -**

First offense: 2 days I.S.S., Parent Contact

Second offense: 3 days I.S.S., Parent Contact

Third offense: 1 day Suspension, Parent Contact;

Fourth Offense: 3 days Suspension, Parent Contact, Behavior Contract,

Fifth or more is 10 days out of school suspension and possible Tribunal Hearing.

**Level 3 - Distribution or sale: Three or more possession or use offenses: 10 days out of school suspension and possible Tribunal Hearing.**

## **Elementary School**

**Levels 1 and 2 - Class I Offense**

**Level 3 - Distribution or sale: Class III Offense;**

**Three or more possession use or offenses: Class II Offense**

## **(19) Trespassing**

### **Offense Levels:**

Trespassing **Level 1** – N/A

Trespassing **Level 2** - Unauthorized presence on school property

Trespassing **Level 3** - Refusing to leave school property; or more offenses in the same school year

### **Consequences (all and/or any of the following):**

#### **High School and Middle School**

**Level 1** - N/A

**Level 2** - First offense: 1-day I.S.S., Parent Contact; Second offense: 3 days I.S.S., Parent Contact

**Level 3** - 4 days Suspension, Parent Contact, Behavior Contract

#### **Elementary School**

**Levels 1 or 2- Class I Offense**

**Level 3- Class II or III Offense depending of circumstances**

## **(20) Vandalism**

### **Offense Levels:**

Vandalism **Level 1** - NA

Vandalism **Level 2** - Minor damage or defacement of property

Vandalism **Level 3** - Malicious destruction or damage to property (including Chromebooks); three or more offenses in the same school year

### **Consequences (all and/or any of the following):**

#### **High School and Middle School**

**Level 1** - N/A

**Level 2 -**

First offense: 5 days I.S.S., Parent Contact

Second offense: 5 days Suspension, Parent Contact

**Level 3** - 10 days Suspension, Parent Contact, possible Tribunal Hearing

### **Elementary School**

Class III Violation

\* **Note:** If the principal determines that an alleged intentional damage could justify expulsion or long-term suspension, a tribunal hearing may be held in relation to the intentional damage. Certain instances may necessitate police action as determined by school administration. Restitution will be expected from a student who causes intentional damage to the personal property of a teacher, school employee, or student.

### **WEAPONS/FEDERAL VIOLATION**

**WARNING: POSSESSION OF A GUN IN A SCHOOL ZONE IS A VIOLATION OF FEDERAL LAW. A VIOLATION COULD RESULT IN A \$5000.00 FINE AND/OR FIVE (5) YEARS IN FEDERAL PRISON. (FEDERAL GUN-FREE SCHOOL ZONE ACT OF 1990).**

### **(22) Weapons Knife**

#### **Offense Levels:**

Weapons/knife **Level 1**- Unintentional possession of a knife with no intent to harm or intimidate

Weapons/knife **Level 2** - Intentional possession of a knife with no intent to harm or intimidate

Weapons/knife **Level 3**- Intentional possession or use of a knife with intent to harm or intimidate

#### **Consequences (all and/or any of the following):**

##### **High School and Middle School**

**Level 1** - 5 days I.S.S., Parent Contact

**Level 2** - 5 days Suspension, Parent Contact, Behavior Contract

**Level 3** (or 2 or more Level 1 or 2 incidents): 10 days Suspension, Parent Contact, Tribunal Hearing

##### **\*Elementary School**

Class II or Class III violation depending on circumstances.

### **(23) Weapons/Other**

#### **Offense Level:**

Weapons/Other **Level 1** - N/A

Weapons/Other **Level 2** - Unintentional possession of a weapon (not including knife or firearm)

Weapons/Other **Level 3** - Intentional possession or use of a weapon (not including knife)

#### **Consequences (all and/or any of the following):**

##### **High School and Middle School**

**Level 1** - 5 days I.S.S., Parent Contact

**Level 2** - 5 days Suspension, Parent Contact, Behavior Contract

**Level 3** (or 2 or more Level 1 or 2 incidents): 10 days Suspension, Parent Contact, Tribunal Hearing

##### **Elementary School**

Subject to law and policy described above, Class II or

Class 3 violation depending on circumstances.

**Note: It shall be a violation of this Code to possess a replica of any prohibited weapon or any live ammunition**

**State Law Mandates Police Contact (Official Code of Georgia Section 16-11-127.1), when any non-firearm non-knife weapon is possessed. In any weapon's case (whether gun, knife or other object), unless mandated by law or policy, the administration has the discretion to administer more or less punishment depending upon circumstances.**

#### **(24) Other Discipline Incident**

##### **Offense Levels:**

Other Discipline Incident **Level 1**- Other minor incidents resulting in disciplinary action

Other Discipline Incident **Level 2**- Three or more offenses in the same school year

Other Discipline Incident **Level 3**- NA

##### **Consequences (all and/or any of the following):**

###### **High School and Middle School**

###### **Level 1 -**

First offense: 1 day I.S.S., Parent Contact

Second offense: 2 days I.S.S., Parent Contact

###### **Level 2 -**

Third offense: 3 days I.S.S., Parent Contact

Fourth offense: 1-day Suspension, Parent Contact

Fifth offense: 3 days Suspension, Parent Contact, Behavior Contract

Sixth offense: 5 days Suspension, Parent Contact, possible Tribunal Hearing

###### **Level 3 - N/A**

###### **Elementary School:**

Class I or II, at the discretion of the administrator, depending upon the circumstances.

#### **(25) Weapons/Handgun**

##### **Offense Levels:**

Weapons/Handgun **Level 1** - NA

Weapons/Handgun **Level 2** - NA

Weapons/Handgun **Level 3** - Any incident involving a handgun

##### **Consequences:**

**High School, Middle School and Elementary School** Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing. **A 12-month Suspension is mandated for a student possession of a firearm in a school zone.**

#### **(26) Weapons/Rifle/Shotgun**

##### **Offense Levels:**

Weapons/Rifle/Shotgun **Level 1** - N/A

Weapons/Rifle/Shotgun **Level 2** - N/A

Weapons/Rifle/Shotgun **Level 3** - Any incident involving a rifle/shotgun

##### **Consequences:**

###### **High School, Middle School, and Elementary School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing. **A 12-month Suspension is mandated for a student possession of a firearm in a school zone.**

## **(27) Serious Bodily Injury**

### **Offense Levels:**

Serious Bodily Injury **Level 1** – N/A

Serious Bodily Injury **Level 2** – N/A

Serious Bodily Injury **Level 3** - Any incident involving serious bodily injury

### **Consequences:**

#### **High School and Middle School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing.

#### **Elementary School**

Class III violation

## **(28) Weapons/Other Firearms**

### **Offense Levels:**

Weapons/Other Firearms **Level 1**- NA

Weapons/Other Firearms **Level 2**- NA

Weapons/Other Firearms **Level 3**- Any incident involving other firearms

### **Consequences:**

#### **High School, Middle School, and Elementary School**

Each offense: 10 days Suspension, Parent Contact, Police Action, Possible Tribunal Hearing. **A 12-month Suspension is mandated for a student possession of a firearm in a school zone.**

## **(29) Bullying**

Defined as a pattern of behavior, which may include written, verbal, physical acts which occur on school property, vehicles, bus stops, at school related functions or activities, or by use of data or software that is accessed through a computer, system network or other electronic technology of a local school system. Bullying may also include acts that originate on school property or involve the use of school equipment, including, but not limited to, acts that occur within a school sponsored online activity..

**\*Any student in grades 6 through 12 who has committed the offense of bullying for the third time in a school year, shall be assigned to an alternative school. Offense Levels:**

Bullying **Level 1** - First incident of bullying

Bullying **Level 2** - Second incident of bullying

Bullying **Level 3** - Three or more incidents of bullying in the same school year.

### **Consequences:**

#### **Grades 6-12:**

Bullying violations shall result in any of the following consequences or combination of consequences:

- Parent Contact
- Anti-Bullying Contract
- Counseling
- In School Suspension
- Out of School Suspension

- Tribunal Hearing
- Possible Police Action

**Third Offense:** (for the third bullying offense in a school year) – that student shall be assigned to Pleasant Valley Innovative School unless expulsion is deemed appropriate O.C.G.A. Section 20-2-751.4.

The first time it is determined by the school administration that a student has been involved in bullying behavior the student determined to be involved in inappropriate activity shall sign an Anti-Bullying Contract. In addition to any appropriate discipline imposed, the student shall receive counseling from the school counselor that is related to inappropriateness of the observed behavior.

#### **Grades K-5:**

Bullying violations shall result in any of the following consequences or combination of consequences:

- Parent Contact
- Anti-Bullying Contract
- Short Term Suspension
- Long Term Suspension
- Possible Police Action

The first time it is determined by the school administration that a student has been involved in bullying behavior the student determined to be involved in inappropriate activity shall sign an —Anti-Bullying Contract. In addition to any appropriate discipline imposed, the student shall receive counseling from the school counselor related to the inappropriateness of the observed behavior.

#### **(30) Other- Attendance Related**

##### **Offense Levels:**

Attendance Related **Level 1** - Any incident involving attendance

Attendance Related **Level 2** - NA

Attendance Related **Level 3** - NA

#### **Consequences (all and/or any of the following):**

##### **High School and Middle School**

First offense: 1-day I.S.S., Parent Contact

Second offense: 2 days I.S.S., Parent Contact

Third offense: 3 days I.S.S., Parent Contact

Fourth offense: 1-day Suspension, Parent Contact, Behavior Contract

Fifth offense: 3 days Suspension, Parent Contact, possible Tribunal Hearing

**Note:** leaving campus during the school day without permission of staff; 3 days I.S.S. for first offense; 5 days I.S.S. for second offense; and 5 days O.S.S. and possible tribunal for each offense thereafter.

##### **Elementary School**

Class II violation

#### **(31) Other - Dress Code Violation**

##### **Offense Levels:**

Dress Code Violation **Level 1** - Non-invasive or non-suggestive clothing

Dress Code Violation **Level 2** - Invasive or suggestive clothing

Dress Code Violation **Level 3** - Three or more offenses in the same school year

**Dress Code Violation will include failure to comply with the Dress Regulations set out in the Student Handbook.**

**Consequences (all and/or any of the following):**

**High School and Middle School**

**Levels 1 and 2 -**

First offense: Warning, request to change, and/or 1-day I.S.S., Parent Contact

Second offense: Request to change and/or 2 days I.S.S., Parent Contact

**Level 3 -**

Third offense: 3 days I.S.S., Parent Contact

Fourth offense: 3 days Suspension, Parent Contact

Fifth offense: 5 days Suspension, Parent Contact, Behavior Contract, possible Tribunal Hearing

**Elementary School**

Class I or II Violation, depending on severity and frequency

**(32) Academic Dishonesty**

**Offense Levels:**

Academic Dishonesty **Level 1**- Unauthorized assistance on classroom assignments or projects

Academic Dishonesty **Level 2**- Plagiarism or cheating on classroom assignments or projects

Academic Dishonesty **Level 3**- Plagiarism or cheating on major exams or statewide assessments; three or more offenses in the same school year

**Consequences (all and/or any of the following):**

**High School, Middle School, and Elementary School**

Each teacher establishes a classroom penalty for cheating in the teacher's rules or syllabus.

**(33) Other- Student Incivility**

**Offense Levels:**

Student Incivility **Level 1** - General disrespect to staff or students, or failure to follow instructions, rules, or policies.

Student Incivility **Level 2** - Blatant insubordination, refusal to allow search of personal property by staff on reasonable request; profanity directed toward school staff

Student Incivility **Level 3** - Issuing false reports on school staff; or three or more Incivility offenses in the same school year

**Consequences (all and/or any of the following):**

**High School and Middle School**

**Level 1 -**

First offense: 1 day I.S.S., Parent Contact

Second offense: 2 days I.S.S., Parent Contact

Third offense: 3 days I.S.S., Parent Contact

Fourth offense: 1 day Suspension, Parent Contact

Fifth offense: 3 days Suspension, Parent Contact, Behavior Contract

Sixth offense: 5 days Suspension, Parent Contact, possible Tribunal Hearing

**Level 2 -**

First offense: 3 days I.S.S., Parent Contact



Second offense: 5 days I.S.S., Parent Contact  
Third offense: 3 days Suspension, Parent Contact  
Fourth offense: 5 days Suspension, Parent Contact, Behavior Contract  
Fifth offense: 10 days Suspension, Parent Contact, possible Tribunal Hearing

**Level 3 -**

Each offense: 10 days Suspension, Parent Contact, Tribunal Hearing, and possible Police Action

**Elementary School**

**Level 1** - Class I violation

**Level 2** - Class II violation

**Level 3** - Class III violation

**Note, Incivility may include (but is not limited to): “horseplay” or refusal to attend in-school suspension.**

**High School and Middle School**

First offense: 3 days Suspension, Parent Contact

Second offense: 5 days Suspension, Parent Contact

Third offense: 10 days Suspension, Parent Contact, possible Tribunal Hearing

**Elementary School**

Class II violation

**Refusal to comply with I.S.S. rules and procedures**

**High School and Middle School**

Refusal to complete assigned tasks, insubordination, or any major infractions for which the student would ordinarily be assigned I.S.S. or Suspended

First offense: 3 days Suspension, Parent Contact

Second offense: 5 days Suspension, Parent Contact

Third offense: 10 days Suspension, Parent Contact, possible Tribunal Hearing

**\*Note:** The student will complete assigned days in I.S.S. upon their return from Suspension.

**Elementary School**

Class II violation

**Refusal to attend In School detention, break detention, or complete any punitive requirements assigned by the teachers**

**High School and Middle School**

Each offense: 1 day I.S.S., Parent Contact

**\*Note:** Students assigned punishment by the office under this specific code will be considered cleared of the teacher-assigned punishment for the offense.

**Elementary School**

Class II violation

**(34) Other - Possession of Unapproved Items**

**Offense Levels:**

Possession of Unapproved Items **Level 1** - Possession of unauthorized items

Possession of Unapproved Items **Level 2** - Use of unauthorized items

Possession of Unapproved Items **Level 3** - Possession or use of items construed to be dangerous or harmful; three or more offenses in the same school year

**Consequences (all and/or any of the following):**

**High School and Middle School**

**Levels 1 and 2-**

First offense: 3 days I.S.S.,

Second offense: 3 days Suspension, Parent Contact

**Level 3 -**

Third offense: 5 days Suspension, Parent Contact, Behavior Contract

Fourth offense: 10 days Suspension, Parent Contact, possible hearing, and/or police action.

**\*Note:** Use of these items in a manner that may endanger others will require more serious punishment than stated above

**Elementary School**

Class II or Class III violation depending on circumstances **Note:** Use of these items in a manner that may endanger others will require more serious punishment than stated above.

**(35) Gang Related**

For the purposes of this policy, a "gang" is defined as any group or association of three or more persons, whether formal or informal, which encourages, solicits, promotes, urges, counsels, furthers, advocates, condones, assists, causes, advises, procures, or abets any illegal or disruptive activity or behavior of any kind, whether on or off school campuses or school property.

**Prohibited Activities, shall include, but not be limited to:**

No student shall:

1. Display or wear gang tattoos, articles, paraphernalia, or clothing.
2. Threaten to commit, or commit, any crime of violence or to burn or damage property with the purpose of terrorizing another or of causing the evacuation of a building, place of assembly, school bus, or other school facility or otherwise causing disruption to the orderly operation of any activity on any school campus or school property, or in reckless disregard of the risk of causing such terror or disruption.
3. Shoot at or throw an object at a school bus or other school occupied by passengers.
4. Recruit or solicit membership in any gang or gang-related organization.
5. Hold himself or herself out as a member of a gang.
6. The appropriate school officials reserve the right to punish any other gang-related behavior, which is subversive to good order and discipline in the schools, even though such behavior is not specified in the preceding written rules.

**Offense Levels:**

Gang Related **Level 1** – N/A

Gang Related **Level 2** - Wearing or possession of gang-related apparel; conveying personal membership or affiliation with a gang

Gang Related **Level 3** - Gang-related solicitation, violence, threats, defacement of property

**Consequences (all and/or any of the following):**

**High School and Middle School**

**Level 1** - N/A

## **Levels 2 and 3 -**

First Offense: The penalty for a student violating this policy for the first time shall range from a minimum penalty of out-of-school suspension for ten (10) school days to a maximum penalty of permanent expulsion.

Second Offense: A second violation of this policy for students shall result in a tribunal hearing and a recommendation by the Principal for immediate permanent expulsion from Murray County Public Schools.

## **Elementary**

Class III Violation

### **(36) Repeated Offenses**

***\*Note:** Any time a teacher or principal identifies a student as a chronic disciplinary problem student, the principal shall notify by telephone call and by either certified mail or statutory overnight delivery with return receipt requested or first-class mail the student's parent or guardian of the disciplinary problem, invite such parent or guardian to observe the student in a classroom situation, and request at least one parent or guardian to attend a conference with the principal or the teacher or both to devise a disciplinary and behavioral correction plan. OCGA Section 20-2-765*

### **Offense Levels:**

Repeated Offenses **Level 1** - Collection of minor incidents

Repeated Offenses **Level 2** - Collection of moderate incidents

Repeated Offenses **Level 3** - Collection of severe incidents

### **Consequences (all and/or any of the following):**

#### **High School and Middle School**

This applies when a student has committed numerous violations of the student code of conduct. The school, in attempting to remediate the behavior, has used progressive discipline and the school administration has determined that all appropriate discipline procedures available at the school level have been exhausted. Further, the continued misbehavior of the student is making it difficult for teachers to teach and students to learn.

Each offense: 10 days Suspension, Parent Contact, Tribunal Hearing, and possible Police Action

#### **Elementary School**

Class II or Class III violation depending on the circumstances

**(40) Other Non-Disciplinary Incident** - Can only be used to report "physical restraint" w/Action "95"

**(41) VIDEO/AUDIO RECORDING:** Any student who intentionally records any violation of the Code may be deemed an accomplice to the violation and punished the same as if having committed the violation recorded.

### **(42) Electronic Smoking Devices and THC/CBD edibles**

Level 1- Unintentional possession of an electronic smoking device

Level 2- Use or knowledgeable possession of an electronic smoking device

Level 3- Distribution and/or selling of electronic smoking devices

### **Consequences (all and/or any of the following): High School and Middle School:**

**Level 1 and 2** electronic smoking device (non-THC):

1<sup>st</sup> offense in the same school year: 3 days in school suspension

2<sup>nd</sup> offense in the same school year: 5 days in school suspension

3<sup>rd</sup> offense in the same school year: 10 days of out of school suspension and possible Tribunal Hearing

Level 3: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing.

**If the electronic smoking device tests positive for the presence of THC and for THC/CBD edible then the following shall apply:**

**Offense Levels**

First offense: 10 days out of school suspension and possible Tribunal Hearing

**Elementary School**

**Levels 1 and 2** - Class I Offense

**Three or more possession use or offenses:** Class II Offense

**Level 3** - Distribution or sale: Class III Offense;

**(43) Improper/unauthorized use of cell phone/electronic device** (violation includes use during class or recording improper video or incident of any violation of the student code of conduct)

**Offense Levels:**

First offense: Device taken up and returned at the end of the day;

Second offense: Device taken up and returned only to a parent, and the student may not have any cell phone on campus for the next 5 school days:

Third offense (including, violating the foregoing 5-day suspension period): device taken up and returned only to a parent, and the student may not have any cell phone on campus for the greater of the remainder of the school year or 80 school days.

**(44) Violence Against a Teacher/Staff Member**

**Offense Levels:**

Level 1- NA

Level 2- NA

Level 3- Intentional physical attack against a staff member with the intent to cause bodily harm resulting in severe injuries or any physical attack against a staff member

**Consequences (all and/or any of the following):**

**High School and Middle School**

Level 3: 10 days Suspension, Parent Contact, Police Action, Tribunal Hearing.

**Elementary**

Class III Violation

RESTROOMS: Only one person at a time may be in any stall and photographing or videoing are prohibited in the restroom. Violating this policy will result in disciplinary action.

**(45L) MISBEHAVIOR OFF CAMPUS**

## **High School, Middle School, and Elementary School**

### ***Misbehavior on School Bus***

Included in the next section of this handbook is a copy of the Murray County Bus Discipline Policy. The Policy defines proper bus conduct and punishment for misbehavior on school buses. Each parent should read the Bus Discipline Policy. Each parent should return the signed bus policy. The signed document must be on file for your student to ride the bus. The Student Code of Conduct applies to students who ride the school bus. Serious incidences of student misconduct on school buses may result in punishment under the Student Code of Conduct as well as the Murray County Bus Discipline Policy. Even if your student does not normally ride the bus the permission slip is necessary for field and class trips.

### ***Misbehavior at Any Murray County School Activity***

Students will be expected to behave in accordance with all rules and regulations set forth in this Discipline Code while at any Murray County School System-sponsored activity. This includes events sponsored by the high school, middle schools, or elementary schools. Punishments may be issued in accordance with this code.

### ***Serious Misbehavior Off Campus***

Any off-campus behavior of a student which could result in the student being criminally charged with a felony (or any delinquent act which would be a felony if the student were an adult) and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process is subject to disciplinary action.

Each offense: 10 days Suspension, Parent Contact, Possible Tribunal Hearing, and possible Police Action

## **PARKING AND TRAFFIC VIOLATIONS**

### ***Parking and Traffic Violations (including failure to pay fees)***

First Offense: Office Warning

Second Offense: Suspension of driving privileges—decided by administration and dependent upon severity of violation

Third Offense: Loss of driving privileges and possible police action

**\*\***Serious parking/traffic violations may result in immediate police action and/or the towing of the vehicle at the owner's expense.

## **POSSIBLE CONSEQUENCES FOR DISCIPLINARY INFRACTIONS REPORTED TO THE OFFICE**

The following are possible consequences of violations of the Student Code of Conduct and define the meaning of certain terms as used in the code of conduct.

### ***Corporal Punishment***

Corporal punishment is a viable and effective option for discipline and is available. Corporal punishment may be used in accordance with state law (O.C.G.A. 20-2-731) and Board of Education Policy. Corporal Punishment may be used in lieu of any punishment listed in the Student Code of Conduct at the discretion of the school administration but will not be the first line of punishment unless the pupil was informed beforehand that specific misbehavior could occasion its use. Corporal

punishment will not be administered to a child whose parents or legal guardians have provided the principal of the school with a statement from a medical doctor licensed in Georgia stating that corporal punishment is detrimental to the child's mental or emotional stability.

### ***In School Suspension (I.S.S.)***

I.S.S. is a program developed by the Georgia Department of Education as an alternative to out-of-school suspension. The student is isolated from the student body and work is sent to the student and completed under the supervision of the I.S.S. teacher. The regular classroom teacher grades the work produced by the student while in I.S.S. and appropriate credit is given. Regulations of the Georgia In School Suspension Program permit students to be allowed to work on the school campus while in I.S.S. A maximum of 20 days may be served in I.S.S. during a school year. Further infractions may result in O.S.S. and/or a disciplinary hearing.

### ***Out of School Suspension (O.S.S.)***

The punishment of suspension out of school is the severest form of punishment administered at the school level. Students may make up work within five (5) days of returning to school from out-of-school suspension in a school year. A student who has been suspended from school may not be on school property at any time during the suspension unless specific permission to do so has been given by an administrator. This is a school policy and is not at the discretion of the individual teacher. Students who are suspended cannot count days that school is not in session due to weather conditions or holidays as suspension days.

### ***Tribunal Hearing***

The term Tribunal Hearing refers to the Discipline Tribunal of the Murray County School System and is usually used in conjunction with a suspension. This is a procedure, which is mandated by Georgia Law. A hearing officer or Tribunal who is appointed by the Murray County Board of Education conducts hearings. Students who have exhausted the maximum number of days in I.S.S. and other serious infractions of the Codes of Conduct are brought before the tribunal. By law, certain offenses must be brought before the hearing officer or a Tribunal, even on the first offense. Evidence against the student is presented by the school administration. The student and parents are afforded the opportunity to offer a defense and/or explanation. A recommendation for punishment may be made to the tribunal by the school administration. The tribunal can accept the recommendation or can change the recommendation to a greater or lesser degree of punishment. The tribunal has the authority to expel a student from the Murray County School System.

### ***Placement in an Alternative Educational Setting (Grades 6-12)***

Certain circumstances may result in the student being placed in an alternative educational setting. Any student punitively assigned to an alternative educational setting may not participate in or attend any extracurricular activities or school functions. Further, they may not be present on any school property other than the alternative school to which they are assigned.

## **MURRAY COUNTY SCHOOLS CODE OF STUDENT CONDUCT AND DISCIPLINE PROCEDURES FOR STUDENT TRANSPORTATION**

### **SCHOOL BUS CODE OF STUDENT CONDUCT DISCIPLINE PROCEDURES FOR SCHOOL BUS RULE VIOLATIONS**

**School bus transportation is a privilege and not a right. Misconduct on the school bus may constitute a violation of both bus rules and student codes of conduct. Discipline may be imposed under provisions of either/or both policies. School bus discipline may be more or less severe than provided for in the following rules and is always at the discretion of the transportation director and school administration. Students who behave in a manner that endangers the safe operation of the school bus and thus the safety of others will be excluded from riding the bus.**

Parent contact will be made in all cases where a disciplinary violation results in punishment being administered by the transportation director. Parent contact may include, but is not limited to, the



following: telephone calls, telephone messages, written notifications sent home with students, written notification through the mail, or face-to-face parent conferences.

Additionally, the school transportation director will consider the severity of the violation and the impact of the behavior on the safety environment of the school bus. Included in the next section of this handbook is a copy of the Murray County Bus Discipline Policy. Each parent should read the Bus Discipline Policy. Each parent must return the signed bus policy. The signed document must be on file for your student to ride the bus. The Student Code of Conduct applies to students who ride the school bus. This Murray County Bus Discipline Policy shall apply to regular routes, field trips, and extracurricular activities, and violations of the Student Code of Conduct on the bus may result in additional disciplinary actions on the school bus.

Should a parent disregard any bus disciplinary action in defiance of this policy the proper authorities will be notified. The rule violation becomes a major offense and will carry additional long-term suspension from Murray County school buses.

### **BUS DISCIPLINE FOR SPECIAL EDUCATION STUDENTS**

When a special education student commits any offense that causes the student to be suspended from the bus, the transportation director will notify the Special Education office. **In most cases, the special education student will receive the same punishment as any other student.** However, depending on the student's disability, school attendance, and behavior, the IEP committee may convene to discuss special education transportation services or other options for the student, as appropriate.

- When a special education student is first referred for an offense, the transportation director will contact the student's special education teacher for assistance in developing appropriate behavior interventions for the student. If the problem persists after behavioral interventions, the IEP committee may convene to discuss special education transportation services or other options for the student, as appropriate.

- Nothing in this policy will affect the rights of any student under federal, state, or local laws.

### **BUS EXPECTATIONS FOR MURRAY COUNTY SCHOOLS STUDENTS**

1. Students must sit correctly (facing the front) in the seat assigned by the bus driver or other school officials.
2. Students will keep their legs, feet, and bookbags out of the aisle. Students will keep all body parts inside the bus at all times. **STUDENTS WILL NOT THROW OBJECTS FROM THE BUS.**
3. Eating and/or drinking on the bus is prohibited.  
Verbal assault, including threatening, abusive, provocative, profane, racial, and/or sexually harassing language directed toward other students or the bus driver on the school bus is prohibited.

**Prohibited Items:** Use by students of electronic and/or reflective devices on the school bus

is prohibited. Cell phones, iPads, and tablets may be used by students to the extent it does not interfere with the school bus communication equipment or the school bus driver's operation of the bus. Any such devices must be on silent or vibrate mode and may not be used to play music or games that may be heard by others.

- a. Pagers, radios, tape or compact disc players, or any other electronic device that might interfere with the school bus communication equipment or the school bus driver's operation of the bus will not be allowed on the bus.
  - b. Mirrors, lasers, flash cameras, or any other lights or reflective devices that might interfere with the school bus driver's operation of the bus are prohibited and will not be allowed on the bus.
  - c. **VIDEO/AUDIO RECORDING:** Any student who intentionally records any violation of the Code of Conduct may be deemed an accomplice to the violation and punished accordingly.
4. Students who must cross the road to board the bus will wait until the bus arrives and display the appropriate warning signs before crossing the road. All students will cross the road (if necessary) at least 10 feet in front of the bus, never behind the bus. Students will never touch, jump over, or crawl under safety barriers.
  5. Students will stand a safe distance from the road while awaiting the bus. While at the bus stop, students will conduct themselves in an orderly manner, avoid littering, and respect private property rights. Students will use the service entrance while loading and unloading. The emergency exit will only be used in emergency situations.
  6. Students will walk across the road to board or leave the bus; never run.
  7. Students exiting the bus will proceed immediately to a safe distance away from the bus as determined by the driver.
  8. Students will not be allowed to return to the bus once they have exited.
  9. Students who need to change their normal bus route will need to have a guardian/parent either call the school office to give verbal permission or bring written permission with a telephone number signed by the parent or guardian. The school office will give the student a bus slip to give to the bus driver. Students will enter or leave the bus at their regular stop only unless written permission has been given by the parent/guardian and signed by the appropriate school official.
  10. A student who misses the bus should let the teacher on duty know he/she has missed the bus. The student should not leave the school grounds. The teacher on duty will call the student's parents.
  11. Male and female students may be segregated on the bus on routes, activities, and field trips with the exception of ESS transportation where a monitor is present.

## **STATEMENT OF AUTHORITY OF SCHOOL LEADERSHIP AND THE CODE OF CONDUCT**

The transportation director is the designated leader of the transportation department, and along with the administrative staff, is charged by the superintendent with the safe and orderly operation of school buses. In the case of disciplinary violations covered by the code of conduct, additional consequences may be given regarding bus transportation due to the safety issues caused to others on the bus and the distraction the discipline infractions can cause to the bus driver as he/she drives the bus each day. For events rising to the level of suspensions with tribunal hearings, the transportation director will make recommendations for discipline that involves school transportation.

In case of disciplinary violations not covered by the system code of conduct, the transportation director, in collaboration with school administration, may impose corrective and/or punitive measures that he or she believes to be appropriate under the circumstances. The following consequences may apply:

#### **LEVEL 1**

<b>FIRST OFFENSE –</b>	<b>WRITTEN WARNING SENT HOME</b>
<b>SECOND OFFENSE –</b>	<b>UP TO 10 SCHOOL DAYS BUS SUSPENSION</b>
<b>THIRD OFFENSE –</b>	<b>UP TO 20 SCHOOL DAYS BUS SUSPENSION; BEHAVIOR CONTRACT</b>
<b>FOURTH OFFENSE–</b>	<b>MOVES TO A LEVEL 2 FIRST OFFENSE</b>

#### **LEVEL 2**

<b>FIRST OFFENSE –</b>	<b>UP TO 30 SCHOOL DAYS BUS SUSPENSION</b>
<b>SECOND OFFENSE –</b>	<b>POSSIBLE BUS SUSPENSION FOR REMAINDER OF SEMESTER OR 40 SCHOOL DAYS, WHICHEVER IS LONGER</b>
<b>THIRD OFFENSE–</b>	<b>UP TO 160 SCHOOL DAYS BUS SUSPENSION</b>

#### **LEVEL 3**

<b>FIRST OFFENSE–</b>	<b>UP TO 160 SCHOOL DAYS BUS SUSPENSION</b>
<b>SECOND OFFENSE–</b>	<b>POSSIBLE PERMANENT BUS SUSPENSION</b>

#### **LEVEL 1 OFFENSES**

1. All violations of Bus Expectations For Murray County Schools (listed above)
2. Violations of the Code of Conduct, including
  - a. **(33) Other- Student Incivility**  
**Offense Levels:**  
**Level 1** - General disrespect to staff or students, or failure to follow instructions, rules, or policies.  
**Level 2** - Blatant insubordination, refusal to allow the search of personal property by staff on reasonable request; profanity directed toward school staff  
**Level 3** - Issuing false reports on school staff; or three or more Incivility offenses in the same school year  
**Note, Incivility may include (but is not limited to): “horseplay” or refusal to attend in-school suspension**
  - b. **(06) Disorderly Conduct**  
**Offense Levels:**  
**Level 1**- Minor disturbance  
**Level 2**- Moderate disturbance; three or more minor disturbances in the same school year  
**Level 3**- Severe disruption; three or more moderate disturbances in the same school year  
**Disorderly Conduct may include any unauthorized disturbance and includes, but is not limited to, endangering the well-being of self and/or others through jokes, pranks, tricks, games, or actions of poor judgment.**

#### **LEVEL 2 OFFENSES**

1. Serious individual violations or repeated violations of the Bus Expectations for Murray County Schools (listed above)

2. Violations of the Code of Conduct, including
- a. **(11) Larceny/Theft**  
**Offense Levels:**  
**Level 1-** Unlawful taking of property with a value between \$0.01 and \$99  
**Level 2-** Unlawful taking of property with a value between \$100 and \$250  
**Level 3-** Unlawful taking of property with a value exceeding \$250; three or more offenses in the same school year
  - b. **(18) Tobacco**  
**Offense Levels:**  
**Level 1 -** Unintentional possession of tobacco products  
**Level 2 -** Intentional use or possession of tobacco products  
**Level 3 -** Distribution or sale of tobacco products; Three or more offenses in the same school year  
**\*Note:** —tobacco products include any product containing tobacco and/or nicotine
  - c. **(42) Electronic Smoking Devices and low THC/CBD edibles**  
**Offense Levels:**  
**Level 1-** Unintentional possession of an electronic smoking device; low THC/CBD edibles  
**Level 2-** Use or knowledgeable possession of an electronic smoking device; low THC/CBD edibles  
**Level 3-** Distribution and/or selling of electronic smoking devices; low THC/CBD edibles
  - d. **(01) Alcohol**  
**Offense Levels:**  
**Level 1-** Unintentional possession  
**Level 2-** Under influence without possession  
**Level 3-** Sale, purchase, transportation, possession, and/or consumption of alcohol
  - e. **(20) Vandalism**  
**Offense Levels:**  
**Level 1 -** N/A  
**Level 2 -** Minor damage or defacement of property  
**Level 3 -** Malicious destruction or damage to property (including Chromebooks); three or more offenses in the same school year  
**Note:** Vandalism of or the destruction of the school bus, is prohibited. The theft of any item on the school bus is prohibited. Vandalism of the bus or its environment or tampering with bus equipment, or video equipment, including opening the emergency exits, will not be tolerated. Students deemed guilty will face prosecution and/or restitution as well as school discipline. A student or his/her parents will pay for any damage caused.
  - f. **(15) Sexual Harassment**  
**Offense Levels:**  
**Level 1 -** Unwelcome comments not directed towards individuals  
**Level 2 -** Unwelcome comments directed toward individuals  
**Level 3 -** Violation of sexual harassment policy; three or more offenses in the same school year
  - g. **(17) Threat/Intimidation**  
**Offense Levels:**  
**Level 1-** N/A  
**Level 2-** Individual threat or Intimidation deemed credible.  
**Level 3-** School-wide threat or intimidation, or individual threat that is deemed

credible and causes the other student reasonable fear of substantial harm. School-wide threat or intimidation includes, but is not limited to, any direct or veiled comment, suggestion, or sign of force or violence against an individual or the school in general, that causes disruption of the normal course of the school day.

h. **(08) Fighting**

**Offense Levels:**

**Level 1** - Fighting with no injuries

**Level 2** - Fighting with minor or moderate injuries

**Level 3** - Fighting with severe injuries; three or more fights in the same school year

i. **(03) Battery**

**Offense Levels:**

**Level 1**- Battery with no injuries

**Level 2**- Battery with mild or moderate injuries

**Level 3**- Battery with severe injuries; three or more offenses in the same school year

**A person commits the offense of Battery when he or she intentionally causes substantial physical harm or visible bodily harm to another. Any act of Battery may also involve police action.**

**\*Note: Acts of physical violence directed toward a teacher, school bus driver, or other school system employee (including substitutes) (GA. Code 20-2-751.6)**

j. **(23) Weapons/Other**

**Offense Level:**

**Level 1** - N/A

**Level 2** - Unintentional possession of a weapon (not including knife or firearm)

**Level 3** - Intentional possession or use of a weapon (not including knife)

**\*Note:** It shall be a violation of this Code to possess a replica of any prohibited weapon or any live ammunition

**State Law Mandates Police Contact (Official Code of Georgia Section 16-11-127.1), when any non-firearm non-knife weapon is possessed. In any weapon's case (whether gun, knife, or other object), unless mandated by law or policy, the administration has the discretion to administer more or less punishment depending upon circumstances.**

### **LEVEL 3 OFFENSES**

1. Serious individual violations or repeated violations of the Bus Expectations for Murray County Schools (listed above)
2. Violations of the Code of Conduct, including
  - a. **(07) Drugs**  
**Offense Levels:**  
**Level 1** - Unintentional possession of illegal drugs  
**Level 2** - Failure to report medication to school authorities.  
**Level 3** - Possession (or attempt to obtain), under the influence, or distribution (or attempt), of illegal drugs.
  - b. **(14) Sexual Battery**  
**Offense Levels:**  
**Level 1**- N/A  
**Level 2**- N/A  
**Level 3**- Any incident involving **non-consensual** sexual penetration or intentional touching of private parts.
  - c. **(16) Sex Offenses**

**Offense Levels:**

**Level 1-** Inappropriate sexually-based behavior

**Level 2-** Inappropriate sexually-based physical contact

**Level 3-** Consensual sexual activities or masturbation on school property, buses, or school-related activities; three or more offenses in the same school year

**\*Note:** This offense may include, but is not limited to, acts of a sexual nature, public indecency, and exposure of body parts. The taking or possession of any lewd or sexual photograph or video may be deemed a violation of this Code section 16.

**Pursuant to O.C.G.A Section 20-2-735 (e), parents and guardians are encouraged to inform their children of the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult.**

d. **(25) Weapons/Handgun**

**Offense Levels:**

**Level 1 -** N/A

**Level 2 -** N/A

**Level 3 -** Any incident involving a handgun

e. **(26) Weapons/Rifle/Shotgun**

**Offense Levels:**

**Level 1 -** N/A

**Level 2 -** N/A

**Level 3 -** Any incident involving a rifle/shotgun

f. **(28) Weapons/Other Firearms**

**Offense Levels:**

**Level 1-** N/A

**Level 2-** N/A

**Level 3-** Any incident involving other firearms

**WEAPONS FEDERAL VIOLATION: WARNING: POSSESSION OF A GUN IN A SCHOOL ZONE IS A VIOLATION OF FEDERAL LAW. A VIOLATION COULD RESULT IN A \$5000.00 FINE AND/OR FIVE (5) YEARS IN FEDERAL PRISON. (FEDERAL GUN-FREE SCHOOL ZONE ACT OF 1990).**

g. **(22) Weapons Knife**

**Offense Levels:**

**Level 1-** Unintentional possession of a knife with no intent to harm or intimidate

**Level 2 -** Intentional possession of a knife with no intent to harm or intimidate

**Level 3-** Intentional possession or use of a knife with intent to harm or intimidate

h. **(03) Battery**

**Offense Levels:**

**Level 1-** Battery with no injuries

**Level 2-** Battery with mild or moderate injuries

**Level 3-** Battery with severe injuries; three or more offenses in the same school year

**A person commits the offense of Battery when he or she intentionally causes substantial physical harm or visible bodily harm to another. Any act of Battery may also involve police action.**

**\*Note:** Acts of physical violence directed toward a teacher, school bus driver, or other school system employee (including substitutes) (GA. Code 20-2-751.6)

**Note: There may be other acts of misbehavior not specifically listed in this bus code of conduct that are deemed inappropriate behavior on a school bus that may, at the discretion of**

the transportation director and/or school administrator, result in one or more of the punishments listed in this code.

## SELECTED LAWS AND POLICIES

### LAW 20-2-1181 DISRUPTING PUBLIC SCHOOLS

It shall be unlawful for any person to disrupt or interfere with the operation of any public school. Any person violating this Code section shall be guilty of a misdemeanor of a high and aggravated nature. (GA L. 1976, p. 480, 1 ; GA L. 1994, p. 1012, 6.)

### LAWS 16-5-20 and 16-5-21- SIMPLE ASSAULT AND BATTERY OF PUBLIC-SCHOOL EMPLOYEES

Individuals who commit the offense of simple assault and/or simple battery against an employee of a public school system while such employee is engaged in official duties or on school property shall be punished for a misdemeanor of a high and aggravated nature. The term school property includes public school buses and designated bus stops. Any person who commits the offense of aggravated assault involving the use of a firearm upon a student, teacher, or other school personnel within a school safety zone as defined in Code Section 16-11-127.1 shall, upon conviction thereof, be punished by imprisonment for not less than five nor more than 20 years.

### LAW 20-2-764 CHRONIC DISCIPLINARY PROBLEM STUDENTS

As used in this subpart, the term:

“Chronic disciplinary problem student” means a student who exhibits a pattern of behavioral characteristics that interfere with the learning process of students around him or her and which are likely to recur. Any student, who in the opinion of the school administration is demonstrating a pattern of behavior, which will ultimately result in severe discipline measures will be informed of such. The parents will receive notification of such action in the hope that eventual severe discipline measures will not become necessary.

### LAW 20-2-751.4 BULLYING

***Bullying is specifically defined as an act that is:***

- 1. Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so;***
- 2. Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or***
- 3. Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:***

***A) Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such item is defined in Code in Code Section 16-5-23.1;***

***B) Has the effect of substantially interfering with a student's education;***

***C) Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or D) Has the effect of substantially disrupting the orderly***



operation of the school.

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

### **NONDISCRIMINATION NOTICE**

State law prohibits discrimination based on gender in athletic programs of local school systems (Equity in Sports Act, O.C.G.A. 20-2-315). Students are hereby notified that the Murray County local school system does not discriminate on the basis of gender in its athletic programs. The sports equity coordinator for the school system is:

Mr. Steve Granger  
2568 Mount Carmel Church Road  
Chatsworth, GA 30705  
(706) 695-7760.

Inquiries or complaints concerning sports equity may be submitted to Mr. Steve Granger.

As required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, Murray County School District does not discriminate on the basis of race, color, national origin, sex, age, or disability in admission to its programs, services, or activities, in access to the, in treatment of individuals, or in any aspect of their operations.

Murray County School District Career and Technical Education department does not discriminate in enrollment or access to any programs available. A list of programs can be found at [www.murray.k12.ga.us](http://www.murray.k12.ga.us). The lack of English language skills shall not be a barrier to admission or participation in the district's activities and programs. The Murray County School District does not discriminate in its hiring or employment practices.

Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinators listed below.

### **Career, Tech, and Ag Education (CTAE) Non-Discrimination Notice**

Federal law prohibits discrimination on the basis of race, color, or national origin (Title VI of the Civil Rights Act of 1964); sex (Title IX of the Educational Amendments of 1972 and the Strengthening CTE for the 21st Century Act of 2018); or disability (Section 504 of the Rehabilitation Act of 1973 and The

Americans with Disabilities Act of 1990) in educational programs or activities receiving federal financial assistance. These include the Agriculture, Construction, Welding, Electronics, Business, Early Childhood Education, Healthcare Science, Law and Justice, Film/AV, Cosmetology, Culinary Arts, and Work-Based Learning programs at MCHS, NMHS, BMS, and GMS.

Employees, students, and the public are hereby notified that the Murray County Board of Education does not discriminate in any educational programs or activities or in employment policies or practices. The following individuals have been designated as the employees responsible for coordinating the department's effort to implement this nondiscriminatory policy.

Tara Robinette, CTAE Director (706) 695-4531

Inquiries concerning the application of the Perkins Act, Title V, Title VI, Title IX, or Section 504 and ADA to the policies and practices of the school system may be addressed to the persons listed above at:

Murray County Board of Education  
P.O. Box 40  
Chatsworth, GA 30705

**COMPLAINTS OF DISCRIMINATION/HARASSMENT** Complaints made to the School District regarding alleged discrimination or harassment on the basis of race, color, or national origin in violation of Title VI, on the basis of sex in violation of Title VII and IX, on the basis of disability in violation of Section 504 of the Rehabilitation Act of 1973 or the Americans With Disabilities Act and/or on the basis of age in violation of the Age Discrimination in Employment Act will be processed in accordance with the following procedure:

1. Any student, employee, parent, or other person with a complaint or report alleging a violation as described above shall promptly notify, in writing or orally, either the principal of his/her school or the applicable Coordinator, as identified in this section. If the complaint is oral, either the coordinator or school principal to whom the complaint is made shall promptly prepare a memorandum or written statement of the complaint as made to him or her by the complainant and shall have the complainant read and sign the memorandum or statement if it accurately reflects the complaint made. If the complaint is made to a school principal, he or she shall be responsible for notifying the appropriate coordinator of the complaint. This policy applies to complaints alleging discrimination carried out by employees, other students, or third parties; the District will conduct an adequate, reliable, and impartial investigation of the complaints, including the opportunity to present witnesses and other evidence; and the District will endeavor to take steps, believed necessary in its discretion, to prevent recurrence of any harassment and to correct discriminatory effects on the complainant and others, if appropriate.
2. If the alleged offending individual is the coordinator or the principal, the complaint shall either be made by the complainant to the Superintendent or, if the complaint is initially made to the school principal, reported by the principal to the Superintendent. If the alleged offending individual is the Superintendent, the complaint shall be made to the designated coordinator, who shall, without further investigation, report the complaint to the Board chairperson.
3. The coordinator or his or her designee shall have fifteen (15) work days to gather all information relevant to the complaint made, review the information, determine the facts relating to the complaint, review the action requested by the complainant, and attempt to resolve the complaint with the complainant and any other persons involved. The coordinator or designee shall prepare a written response to the complaint detailing any action to be taken in response to the complaint and the time frame in which such action will be taken and copies of this response shall be furnished to the complainant, the appropriate coordinator and the

principal or his or her designee.

4. 4. If the complaint is not resolved after this 15-day period or if the complainant is not satisfied with the resolution of the complaint, the complainant shall have the right, within five work days of receiving a copy of the written response, to have the complaint referred to the Superintendent of Schools. If the alleged offending individual is the Superintendent, the complainant may have the complaint referred to the Board of Education, rather than the Superintendent.
5. The Superintendent shall have fifteen (15) work days to review the complaint and the response of the coordinator or designee and attempt to resolve the complaint. The Superintendent shall furnish to the complainant a written response setting forth either his or her approval of the action recommended by the coordinator or designee or the action to be taken by the School District in response to the complaint in lieu of that recommended by the coordinator or designee and the time frame in which such action shall be taken.
6. This policy is not intended to deprive any student or parent of any right they may have to file a complaint under any other applicable policy of the local board or to contact the Office of Civil Rights or other appropriate state or federal agency with regard to any allegations that the School District has violated the statutes described above.
7. The School District shall be responsible for distributing and disseminating information relevant to this policy and procedure to students, parents, and employees through appropriate procedures.
8. No reprisal shall occur as a result of reporting unlawful discrimination or harassment under this policy, and any attempt to retaliate against a complainant shall be disciplined as is appropriate.
9. The confidentiality of any individual making a complaint or report in accordance with this policy, to the extent it is reasonably possible and complies with the law, shall be protected, although the discovery of the truth and the elimination of unlawful harassment shall be the overriding consideration.

**Coordinators:**

**Title VI and VII Coordinator:**

Mike Tuck  
1006 Green Road  
Chatsworth, GA, 30705  
706-695-4531

**Title IX Coordinator:**

Mike Tuck  
1006 Green Road  
Chatsworth, GA, 30705  
706-695-4531

**Section 504 and Americans with Disabilities Act Coordinator:**

Andrea McAllister  
1006 Green Road  
Chatsworth, GA, 30705  
706-695-4531

**Sports Equity Coordinator:**

Steve Granger  
2568 Mount Carmel Church Road  
Chatsworth, GA 30705

**SECTION 504 DISABILITY GRIEVANCE PROCEDURES** Any student or parent/guardian (“grievant”) may request an impartial hearing due to the school system’s actions or inactions regarding your child’s identification, evaluation, or educational placement under Section 504. Requests for an impartial hearing must be in writing to the school system’s Section 504 Coordinator; however, a grievant’s failure to request a hearing in writing does not alleviate the school system’s obligation to provide an impartial hearing if the grievant orally requests an impartial hearing through the school system’s Section 504 Coordinator. The school system’s Section 504 Coordinator will assist the grievant in completing the written Request for Hearing. The Section 504 Coordinator may be contacted through the school system’s central office. Copies of the 504 procedural Safeguards and Notice of Rights of Students and Parents Under Section 504 may be found at the Murray County School’s website or may be picked up at the central office or at any of the school offices.

**Section 504 and Americans with Disabilities Act Coordinator:**

Andrea McAllister  
1006 Green Road  
Chatsworth, GA 30705  
706-695-4531

**NOTIFICATION: ASSURANCE OF ACCESS**

The Murray County School District endorses the philosophy that education is a means by which each individual has the opportunity to reach his or her fullest potential. We believe that all students have a right to educational experiences that challenge the level of their individual development, whether it is below, at, or beyond the level of their age peers. Special programs for gifted students are one outgrowth of this commitment. Students in grades K -12 who demonstrate a high degree of intellectual, academic, and/ or creative abilities may be nominated for evaluation to determine eligibility to participate in the Program for Gifted Students. Referrals for consideration may be made by teachers, parents or guardians, counselors, administrators, peers, self, and other individuals with knowledge of the student's abilities. The State Board of Education determines eligibility criteria for placement in this program. For a summary of those criteria or for further information about Murray County's Program for Gifted Students, please contact the Gifted Program teacher at your child's school or:

Dr. Jenny Lock  
Gifted Program Coordinator  
1006 Green Rd  
Chatsworth, GA 30705  
706-695-4531  
[jenny.lock@murray.k12.ga.us](mailto:jenny.lock@murray.k12.ga.us)

**COMPULSORY SCHOOL ATTENDANCE LAW 20-2-690.1.**

a) Every parent, guardian, or other person residing within this state having control or charge of any child or children between their sixth and sixteenth birthdays shall enroll and send such child or children to a public school, a private school, or a home study program that meets the requirements for a public school, a private school, or a home study program; and such child shall be responsible for enrolling in and attending a public school, a private school, or a home study program that meets the requirements for a public school, a private school, or a home study program under such penalty for noncompliance with this subsection as is provided in Chapter 11 of Title 15, unless the child's failure to enroll and attend is caused by the child's parent, guardian, or other person, in which case the

parent, guardian, or other person alone shall be responsible; provided, however, that tests and physical exams for military service and the National Guard and such other approved absences shall be excused absences. The requirements of this subsection shall apply to a child between his or her sixth and sixteenth birthdays who has been assigned by a local board of education or its delegate to attend an alternative public school program established by that local board of education, including an alternative public school program provided for in Code Section 20-2-154.1, regardless of whether such child has been suspended or expelled from another public school program by that local board of education or its delegate, and to the parent, guardian, or other person residing in this state who has control or charge of such child. Nothing in this Code section shall be construed to require a local board of education or its delegate to assign a child to attend an alternative public school program rather than suspending or expelling the child.

(b) Any parent, guardian, or other person residing in this state who has control or charge of a child or children and who shall violate this Code section shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine not less than \$25.00 and not greater than \$100.00, imprisonment not to exceed 30 days, community service, or any combination of such penalties, at the discretion of the court having jurisdiction. Each day's absence from school in violation of this part after the child's school system notifies the parent, guardian, or other person who has control or charge of a child of five unexcused days of absence for a child shall constitute a separate offense. After two reasonable attempts to notify the parent, guardian, or other person who has control or charge of a child of five unexcused days of absence without response, the school system shall send a notice to such parent, guardian, or other person by certified mail, return receipt requested, or first class mail. Public schools shall provide to the parent, guardian, or other person having control or charge of each child enrolled in public school a written summary of possible consequences and penalties for failing to comply with compulsory attendance under this Code section for children and their parents, guardians, or other persons having control or charge of children. The parent, guardian, or other person who has control or charge of a child or children shall sign a statement indicating receipt of such written statement of possible consequences and penalties; children who are age ten years or older by September 1 shall sign a statement indicating receipt of such written statement of possible consequences and penalties. After two reasonable attempts by the school to secure such signature or signatures, the school shall be considered to be in compliance with this subsection if it sends a copy of the statement, via certified mail, return receipt requested, to such parent, guardian, other person who has control or charge of a child, or children. Public schools shall retain signed copies of statements through the end of the school year.

(c) Local school superintendents in the case of private schools or home study programs and visiting teachers and attendance officers in the case of public schools shall have authority and it shall be their duty to file proceedings in court to enforce this subpart.

#### **PARENT NOTICE REQUIRED BY EVERY STUDENT SUCCEEDS ACT ("ESSA")**

In compliance with the requirements of the ESSA statute, the Murray County Schools District informs parents that you may request information about the professional qualifications of your student's teacher(s) and/or paraprofessionals. The following information may be requested; 1) whether the teacher has met the state qualifications and licensing requirements for the grade level and subject areas in which the teacher provides instruction; 2) whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria has been waived; 3) Whether the teacher is teaching in the field of discipline of the certification of teacher; 4) whether the student is provided services by paraprofessionals, and if so, their qualifications.

**If you wish to request information concerning your child's teacher's qualification, please contact the principal at your child's school. {Sections 1111(h) (6) (A) and 1112 (e) (1) (A)}**

### **\*\*\*FERPA NOTICE\*\*\***

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

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. They should write the School principal [or appropriate official], clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. FERPA requires a school district to make a reasonable attempt to notify the parent or eligible student of the records request unless it states in its annual notification that it intends to forward records on request.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

**Family Policy Compliance Office**

**U.S. Department of Education**

**400 Maryland Avenue, SW Washington, DC 20202-5901**

- School Resource Officers (SROs) assigned to the SRO program and criminal investigators assigned to provide law enforcement services to the School District are under the "direct control" of the school and/or district with respect to the use and maintenance of the education records. This direct control requires that education records are released to SROs assigned to the school.

### **FERPA DIRECTORY INFORMATION**

5. The Board of Education has designated the following information as directory information:

Rev. July 2025

[Note: The board may, but does not have to, include all the information listed below. The information listed must be consistent with those items designated in board policy.]

- A. Student's name, address, telephone number, and email
- B. Student's date and place of birth.
- C. Student participation in official school clubs and sports.
- D. Weight and height of student if he/she is a member of an athletic team
- E. Dates of attendance at a school within the school district.
- F. Honors and awards received during the time enrolled in the district's schools
- G. Video, audio, or film images or recordings of school or class activities.
- H. Grade level.
- I. Enrollment Status

Unless you as a parent/guardian or eligible student, request otherwise, this information may be disclosed to the public upon request. In addition, two federal laws require school systems receiving federal financial assistance to provide military recruiters or institutions of higher learning, upon request, with the name, address, and telephone numbers unless parents have advised the school system that they do not want their student's information disclosed without their prior written consent. You have the right to refuse to allow all or any part of the above information to be designated as directory information and to refuse to allow it to be disclosed to the public upon request without your prior written consent. If you wish to exercise this right, you must notify the principal of the school at which the student is enrolled in writing within 10 days after officially enrolling in school or within 10 days of the date of the release of this notice.

You are also notified that from time to time students may be photographed, videotaped, or interviewed by the news media at school or some school activity or event; unless you, as a parent/guardian object in writing to your student being photographed, videotaped or interviewed to the principal of the school where your student is enrolled. You must notify the principal of the school where your student is enrolled. You must notify the principal of your objection by the date specified above. The principal will take reasonable steps to control the media's access to the students. However, your submission of a written objection does not constitute a guarantee that your student will not be interviewed in circumstances that are not within the knowledge or control of the principal.

### **Notice of Parents/Guardians & Eligible Students of Rights Under The Protection Of Pupil Rights Amendment (PPRA)**

(1) Parents and eligible students (18 or older or emancipated minors) shall be notified at the beginning of the school year of the approximate dates during the school year when any of the activities listed below are expected to be scheduled. The Board of Education has developed and adopted policies, in conjunction with parents, regarding the activities described in paragraph 1. In accordance with Board policies, prior written consent must be obtained from parents before students are required to submit to any survey that contains questions about one or more of the areas listed in subparagraph (1)(A) and that is funded in whole or in part by the U.S. Department of Education. You have the right to inspect any survey or instrument used in the collection of information under subparagraphs (1)(A) and (1)(B) before the instrument is administered or distributed to a student and to opt your student out of participation in any activities described in paragraph (1) in accordance with regulations developed by the Superintendent.

- (A) The administration of any survey containing one or more of the following items:
- 1. Political affiliation or beliefs of the student or the student's parents.
  - 2. Mental or psychological problems of the student or the student's family.

3. Sex behavior or attitudes.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of the other individuals with whom respondents have close family relationships
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or student's parents.
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program), without prior written consent of the parent or eligible student.

(B) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing that information to others for that purpose).

(C) Any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student, or of other students.

(2) You may, upon request, inspect any instructional material used as part of the educational curriculum for your student.

(3) The school is required by federal law to give this notice to parents. However, the school does not have scheduled any marketing activities or physical exams such as those described in paragraphs (1) (B) and (C). If any such activities are initiated during the school year, you will be notified accordingly and will be afforded all the rights as described herein.

(4) Parents / Eligible students who believe their rights have been violated may file a complaint with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-4605.

### **Drivers/Learner Licenses**

#### **TEENAGE AND ADULT DRIVER RESPONSIBILITY ACT: (TAADRA)**

*I. When you apply for a learner's license or a driver's license, your school must certify the following:*

- A. You are enrolled and not suspended from school

***II. When you have your learner's or driver's license: You will lose your license for a year if:***

- A. You drop out of school without graduating

### **NOTICE TO PARENTS/GUARDIANS**

The Georgia General Assembly has asked all school systems in Georgia to encourage parents and guardians to inform their children of the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult. This is an important area of the law because minors can face significant penalties and life-altering consequences for certain illegal acts. We are providing information regarding underage sexual conduct and crimes for which a minor can be tried as an adult so that you can have a serious conversation with your child regarding these serious matters:

**A MINOR CAN BE TRIED AND SENTENCED AS AN ADULT FOR ANY OF THE FOLLOWING OFFENSES**

1. Murder, voluntary manslaughter, rape, aggravated sodomy, aggravated sexual assault
2. Kidnapping
3. Arson
4. Aggravated battery
5. Robbery



6. Armed Robbery with or without a firearm
7. Attempted murder
8. Attempted kidnapping
9. Possession of a weapon within a School Safety Zone, school building, at a school function, on school property, on a school bus, or on other transportation furnished by a school
10. Manufacturing, distributing, possessing with intent to distribute, or offering to distribute any destructive device, explosive, poison gas, or detonator
11. A second adjudication of manufacturing, transporting, distributing, or using a hoax device or replica of an explosive device to knowingly hinder law enforcement officials
12. Any act that, if done by an adult, would be a felony if the minor has three previous adjudications of committing delinquent acts

### **IT IS A CRIME**

A person commits the offense of Statutory Rape when he or she has sexual intercourse with any individual under the age of sixteen.

### **CHILDREN'S ONLINE PRIVACY PROTECTION ACT**

The Children's Online Privacy Act ("COPPA") applies to the online collection of personal information for children under 13 years of age. The Murray County School District contracts with Scantron Corporation for the use of the Scantron ACHIEVEMENT Series. ACHIEVEMENT Series is a web-based assessment platform with a content-neutral structure and multiple delivery capabilities. Educators use it to manage current tests and develop new ones, administer tests (online or on paper), and report results immediately. This is a valuable tool in developing tests and assessing student progress on an individual student basis.

Information collected - Personal information collected is limited to student identifiers, grade level, IP addresses, and assessment-related information.

A restriction on the use of information - The use of personal information is restricted to activities related to the assessment of students. Information is distributed to authorized representatives of the Murray County Schools for student assessment purposes only. Information may be distributed to other representatives of Scantron to further enhance the delivery of products and services to clients. No information will be distributed to third parties for the purpose of marketing to the student or making contact with the student. Information collected is not made available publicly for any purpose. If another school system requests personal information related to a student, that information will not be released without parental consent.

Parent rights to review and refuse collection of personal information - If you as a parent or guardian desire to review or terminate the collection of a student's personal information, you may do so by contacting your student's school or the Central Office of the Murray County Schools and calling Scantron at (800) 722-6876. Scantron will provide you with an authorization form that will include a request for proof of your relationship with the student. Scantron will notify your student's school of your request. Once the authorization form is complete you will be supplied with the information, regarding your student, collected to date. If you wish that the collection of information relating to your student be discontinued and that the information relating to your student be eliminated from the records maintained by Scantron, we will comply with your request.

Name and contact information - Scantron Corporation maintains privacy policies to protect student information. If you would like to receive information regarding those policies, you may contact a representative at:

34 Parker

## **CHANGE OF CUSTODY AT SCHOOL**

**Official Code of Georgia § 20-2-780.** Change of custody of minor child by removing child from premises of private or public school prohibited (a) No person shall make or attempt to make a change of custody of a minor child by removing the child from the premises of a private or public elementary or secondary school without the permission of the person who enrolled the child in the school, notwithstanding the fact that the person seeking to obtain custody of the child from the school has a court order granting custody of the child to such person.

(b) This Code section shall not apply with respect to the following:

(1) Persons seeking to enforce court orders that specifically authorize or direct the release of custody by the school; or

(2) State or local officials acting under the express authority of this state's child protection laws.

(c) Any person violating this Code section shall be guilty of a misdemeanor.

(d) School officials when acting in their official capacities in preventing or attempting to prevent a violation of this Code section shall be immune from civil or criminal liability that otherwise might be incurred or imposed.

## **§ 20-2-738. Authority of teacher over classroom**

Under certain circumstances, a teacher has the authority to remove extremely disruptive student(s) from their classroom. Georgia law establishes a detailed procedure defining the procedure that must be followed. You can review the authority of a teacher to remove extremely disruptive students and the procedure by going to the Murray County Schools website and using the “teacher’s authority” link.

## **Student Reporting of Acts of Sexual Abuse or Sexual Misconduct**

(a) Any student (*or parent or friend of a student*) who has been the victim of an act of sexual abuse or sexual misconduct by a teacher, administrator, or other school system employee is urged to make an oral report of the act to any teacher, counselor or administrator at his/her school. Reports can also be made to law enforcement agencies.

(b) Any teacher, counselor, or administrator receiving a report of sexual abuse or sexual misconduct of a student by a teacher, administrator or other employee shall make an oral report of the incident immediately by telephone or otherwise to the school principal or the school social worker, and shall meet with the principal or school social worker to document a report of the incident, as soon as possible but under any circumstances no longer than 24 hours after becoming aware of the alleged misconduct. *If the principal is the person accused of sexual abuse or sexual misconduct, the oral and written reports should be made to the superintendent or the superintendent’s designee.*

(c) Any school principal or school social worker receiving a report of sexual abuse as defined in O.C.G.A. 19-7-5 shall make an oral **report immediately, but in no case later than 24 hours** from the time there is reasonable cause to believe a child has been abused. The report should be made by telephone and followed by a written report in writing. The report should be made to the detective designated to investigate child abuse by the Murray County Sheriff’s Department. Any School Resource Officer is authorized to serve as a reporting contact for the designated detective. If contact with designated law enforcement officials cannot be readily established the report can be made to the office of the district attorney.

All reports of acts of sexual misconduct committed against a student by a teacher, administrator, or other employee will be referred to law enforcement officials. If law enforcement officials determine that the alleged conduct is not covered by O.C.G.A. 19-7-5 or 20-2-1184 the alleged misconduct shall be investigated immediately by school or system personnel. If the investigation of the allegation of misconduct indicates a reasonable cause to believe that the report of sexual misconduct or other abuse is valid, the school principal or principal's school social worker shall make an immediate written report to the superintendent and the Professional Standards Commission Ethics Division.

## **MURRAY COUNTY SCHOOLS ACCEPTABLE USE AND INTERNET SAFETY POLICY**

FOR THE COMPUTER NETWORK OF THE MURRAY COUNTY SCHOOL DISTRICT AND ITS 1:1 CHROMEBOOK  
AND CLOUD-BASED SYSTEMS PROGRAM

The Murray County School District makes available to its students access to interconnected computer systems within the District and to the Internet, the worldwide network that provides various means of accessing significant educational materials and opportunities.

The District is committed to creating a learning environment that highlights the potential of all learners to be successful in this ever-changing world. Our focus is to blend the traditional classroom setting with an innovative digital learning environment that will engage, enhance, and extend learning. In order to meet this challenge, students will have access to Chromebooks, Internet, and cloud-based services.

In order for the School District to be able to make these technology resources available, all students must take responsibility for the appropriate and lawful use of Chromebooks, Internet, and cloud-based services. Teachers and other Staff will make reasonable efforts to supervise student use of these technology resources. Students must understand that inappropriate internet use can result in one or more of the following: school discipline, loss of the privilege of using these technology resources, and/or criminal prosecution.

Below is the Acceptable Use And Internet Safety Policy for the Computer Network of the Murray County School District and its 1:1 Chromebook and Cloud-Based Systems Program ("Policy") and the Data Acquisition Site that provides Internet access. Upon reviewing, signing, and returning this Policy and the Student Technology Handbook, a student will be able to access the district-provided Chromebooks, Internet, and cloud-based services. If a student is under 18 years of age, the "PARENT'S OR GUARDIAN'S AGREEMENT", for both the Acceptable Use and Internet Safety Policy and the Technology Handbook, must be signed and returned. The School District cannot provide access to any student who is 18 or older until the Policy is signed and recorded or to a student under 18, until the "PARENT'S OR GUARDIAN'S AGREEMENT, for both the Acceptable Use and Internet Safety Policy and the Technology Handbook, is signed and recorded.

Listed below are the provisions of your agreement regarding Chromebook, internet, and cloud-based services use. If you have any questions about these provisions, you should contact the Murray County School District Technology Director.

### **I. PERSONAL RESPONSIBILITY**

By signing this Policy, you are agreeing to follow all rules outlined in the policy and to report violations of the policy by other students.

### **II. TERM OF THE PERMITTED USE**

A student who returns a properly signed Policy will have computer network and Internet access during the remainder of the student's academic career while enrolled in the school the student presently attends in the Murray County School District.

### **III. ACCEPTABLE USES**

**A. Educational Purposes Only.** The School District is providing access to Chromebooks, internet, and cloud-based services for educational purposes only.

**B. Unacceptable Uses of Network.** Among the uses that are considered unacceptable and which constitute a violation of this Policy are the following:

1. Uses that violate the law or encourage others to violate the law.
2. Transmittal of offensive or harassing messages through email, chat, online tools, or the internet.
3. Any use that is commercial in nature.
4. To use the Internet to view, transmit, or download pornographic or otherwise objectionable materials.
5. To use the Internet to transmit confidential or copyrighted materials.
6. To use the internet to download any program, partial program, or game without the express permission of the supervising teacher and Murray County School District Technology Coordinators.
7. Any use of the Internet which causes harm to others or their property.
8. Any improper use of passwords.
9. Any programming vandalism.
10. Any "hacking" activities.

11. Any activities designed to expose the school district or other computers to computer "viruses".
  12. Students cannot provide private information about themselves over the internet including the student's credit card or social security number.
  13. Students cannot provide private information about any other individual over the Internet, including credit card numbers and social security numbers.
  14. Any violation of Murray County Board Policy IFBG or supporting regulation(s).
- C. Netiquette.** All users must abide by the rules of network etiquette, which include the following:
1. Be polite. Use appropriate language. No swearing, vulgarities, suggestive, obscene, belligerent, or threatening language.
  2. Avoid language and uses that may be offensive to other users. Do not use, distribute, or redistribute jokes, stories, or other materials that are based on slurs or stereotypes relating to race, gender, ethnicity, nationality, religion, or sexual orientation.
  3. Do not assume that the sender of an email is giving his or her permission for you to forward or redistribute the message to third parties or to give his/her email address to third parties. This should only be done with permission or when you know that the individual would have no objection.
- 4. Be considerate when sending attachments with email (where this is permitted). Be sure that the file is not too large to be accommodated by the recipient's system and is in a format that the recipient can open.**

#### **IV. INTERNET SAFETY**

##### **A. General Warning; Individual Responsibility of Parents and**

**Users.** All users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged pupils. Every user must take responsibility for his or her use of the computer network and Internet and stay away from these sites. Parents of minors are the best guides to materials to shun. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to his/her supervising teacher.

**B. Personal Safety.** Be safe. In using the computer network and Internet do not reveal personal information such as your home address or telephone number. Do not use your real last name or any other information that might allow a person to locate you without first obtaining the permission of a supervising teacher. Do not arrange a face-to-face meeting with someone you "meet" on the computer network or Internet without your parent's permission. If someone attempts to arrange a meeting with you as a result of an internet contact you must report the communication, immediately, to your supervising teacher.

**C. "Hacking" and Other Illegal Activities.** It is a violation of this Policy to use the school's computer network or the Internet to gain unauthorized access to other computers or computer systems or to attempt to gain such unauthorized access. Any use which violates state or federal law relating to copyright, trade secrets, the distribution of obscene or pornographic materials, or which violates any other applicable law or municipal ordinance, is strictly prohibited.

**D. Confidentiality of Student Information.** Personally, identifiable information concerning students may not be disclosed or used in any way on the Internet without the permission of a parent or guardian or, if the student is 18 or over, the permission of the student himself/herself. Users should never give out private or confidential information about themselves or others on the Internet, particularly credit card numbers and Social Security numbers. Only a member of the school administration may authorize the release of student information, as defined by Georgia law, for internal administrative purposes or approved educational projects and activities.

**E. Active Restriction Measures.** The school, either by itself or in combination with the data

acquisition site providing Internet access, will utilize filtering software or other technologies to prevent students from accessing visual depictions that are (1) obscene, (2) child pornography, or (3) harmful to minors. The school will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material that is inappropriate for minors.

**Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 17 or older.**

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h] [7], as meaning any picture, image, graphic image file, or other visual depiction that -taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; - depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; - taken lacks serious literary, artistic, political, or scientific value as to minors.

**F. Children's Internet Protection Act.** The Murray County School System has taken steps to meet CIPA compliance by addressing:

1. Access by minors to inappropriate subject matter on the Internet and World Wide Web
2. The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications
3. Unauthorized access including "hacking" and other unlawful activities by minors online
4. Unauthorized disclosure, use, and dissemination of personal information regarding minors
5. Measures designed to restrict minors' access to materials harmful to minors

## **V. PRIVACY**

Network and Internet access is provided as a tool for your education. The school district reserves the right to monitor, inspect, copy, review, and store at any time and without prior notice of any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the school district and no user shall have any expectation of privacy regarding such materials.

## **VI. FAILURE TO FOLLOW POLICY**

The user's use of the computer network and the Internet is a privilege, not a right. A user who violates this Policy, shall at a minimum, have his or her access to the computer network and Internet terminated, which the school district may refuse to reinstate for the remainder of the student's enrollment in the school district. A user violates this Policy by his or her own action or by failing to report any violations by other users that come to the attention of the user. Further, a user violates this Policy if he or she permits another to use his or her account or password to access the computer network and Internet, including any user whose access has been denied or terminated. The school district may also take other disciplinary action in such circumstances. In some instances, inappropriate computer and Internet use violates state and/or federal laws and may result in criminal prosecution or juvenile court action.

## **VII. WARRANTIES/INDEMNIFICATION**

The school district makes no warranties of any kind, either express or implied, in connection with its provision of access to and use of its computer networks and the Internet provided under this Policy. It shall not be responsible for any claims, losses, damages, or costs (including fees) of any kind suffered, directly or indirectly, by any user or his or her parent(s) or guardian(s) arising out of the user's use of its computer networks or the Internet under this Policy. By signing this Policy, users are taking full responsibility for his/her use, and the user who is 18 or older or, in the case of a user under 18, the parent(s) or guardian(s) are agreeing to indemnify and hold the school, the school district, the data acquisition site that provides the computer and Internet access opportunity to the school district and all of their administrators, teachers, and staff harmless from any and all loss, costs, claims or damages resulting from the user's access to its computer network and the Internet, including but not limited to any fees or charges incurred through purchases of goods or services by the user. The user or, if the user is a minor, the user's parent(s) or guardian(s) agree to cooperate with the school in the event of the school's initiating an investigation of a user's use of his or her access to its computer network and the Internet, whether that use is on a school computer or on another computer outside the school district's network.

## STUDENT AGREEMENT

**Every student, regardless of age, must read and sign below:**

I have read, understand, and agree to abide by the terms of the foregoing **Acceptable Use And Internet Safety Policy for the Computer Network of the Murray County School District** and its 1:1 Chromebook and Cloud-Based Systems Program ("Policy"). Should I commit any violation or in any way misuse my access to the School District's computer network and the Internet, I understand and agree that my access privilege may be revoked and school disciplinary action may be taken against me.

Student Name \_\_\_\_\_ Date: \_\_\_\_\_

Lunch Number: \_\_\_\_\_ Grade: \_\_\_\_\_ First Year attending this school: yes/no

Student signature \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Please check one of the following:

I am 18 or older: \_\_\_\_\_

I am under 18: \_\_\_\_\_

***Students under the age of 18 must have a parent read and sign the Parent or Guardian Agreement on the next page.***

If I am signing this Policy when I am under 18, I understand that when I turn 18, this Policy will continue to be in full force and effect and I agree to abide by this Policy.

---

STUDENT'S SIGNATURE

## **PARENT/GUARDIAN AGREEMENT**

**To be read and signed by parents or guardians of students who are under 18:**

As the parent or legal guardian of the above student, I have read, understand, and agree that my child or ward shall comply with the terms of the **Acceptable Use And Internet Safety Policy for the Computer Network of the Murray County School District** for the student's access to the School District's computer network and the Internet. I understand that access is being provided to the students for educational purposes only. I understand that it is impossible for the School to restrict access to all offensive and controversial materials and understand my child's or ward's responsibility for abiding by the Policy. I am therefore signing this Policy and agree to indemnify and hold harmless the School, the School District, and the Internet provider against all claims, damages, losses, and costs, of whatever kind, that may result from my child's or ward's use of his or her access to such networks or his or her violation of the foregoing Policy. Further, I hereby give permission for my child or ward to use the School District's computer network and the Internet.

Parent/Guardian Name(s): \_\_\_\_\_ Home Phone: \_\_\_\_\_



Parent/Guardian Signature(s):\_\_\_\_\_ Date:\_\_\_\_\_

Address \_\_\_\_\_

## CLUBS

If you **do not** want your child to be eligible to participate in one or more of the clubs listed below you have that right. Please indicate on the form provided below the club(s) you do not want your child to join and return the form to your child's school.

### Club information to be listed for each club:

1. Club name
2. Club sponsor(s)
3. Club objectives or purpose
4. Activities
5. Meeting days/times

I do not want my child to join the club(s) I have listed below:

---

---

---

Parent/Guardian Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

# MURRAY COUNTY BOARD OF EDUCATION POLICY IDF COMPETITIVE ACTIVITY AND INTERSCHOLASTIC ACTIVITIES DRIVING PERMIT CONSENT FORM

Involvement in competitive activities and/or receiving a parking permit is a privilege and voluntary in the Murray County Schools. To be eligible for those privileges, a student must voluntarily submit to the random drug-testing program established by the Murray County Board of Education. Failure to successfully pass a drug test will result in penalties as outlined in the policy. The policy is available for review on the Murray County Schools website at [www.murray.k12.ga.us](http://www.murray.k12.ga.us). If you do not have access to a computer, you may request a copy of the policy from your student's school.

Please read and complete the information below. Failure to complete and return this form will result in a temporary suspension of privileges until the form is completed and returned.

I have read and understand the Murray County Board of Education **Competitive Activities and Driving Drug Testing Mandatory Student Drug Testing Policy (IDF)**.

I desire that my student, \_\_\_\_\_, be permitted to participate in competitive activities and/or receive a parking permit. I hereby voluntarily agree to be subject to the terms and conditions of this program as outlined in the Murray County Board of Education Policy IDF. I accept the method of obtaining urine samples, testing of specimens and all other aspects of the program explained in the policy to include notification of law enforcement agencies, or juvenile authorities. I agree that the above-named student will cooperate in furnishing urine specimens whenever requested within the specification of policy (IDF).

I agree that this consent will be in effect for the duration of the student's enrollment in the Murray County Schools unless revoked by me in writing.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**VERIFICATION OF RECEIPT**  
**MURRAY COUNTY SCHOOLS HANDBOOK**  
**2025-2026**

**STUDENTS MUST RETURN THIS PAGE TO THE HOMEROOM TEACHER**

By signing below, I signify that I have received, read, and understand the contents of this Handbook. I understand that this Student Handbook contains important rights and responsibilities. I further understand that this Student Handbook defines conduct that is unacceptable and for which punishments may be imposed.

I have specifically read and understand the rights and responsibilities contained in the Handbook, *including, but not limited to, the following sections:*

- Nondiscrimination notice
- No Child Left Behind (NCLB)
- Compulsory Attendance and Attendance Policy
- Counseling
- Drivers' License (TAADRA)
- Student Code of Conduct and Discipline Procedures
- School Bus Code of Student Conduct
- Family Educational Rights and Privacy Act (FERPA)
- Notification: Assurance of Access
- Pupil Rights Amendment (PPRA)
- Transfers of Students
- Senate Bill 10
- Change of Custody at School
- Clubs
- Districting Policy
- Safety
- Checkout
- Dress Regulations
- Water Safety
- Cell Phone/Personal Electronic Device Rules
- Vaping/Edibles Rules

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

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_