



# Hart County

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## *Charter System*

### Administration

Mr. Jaybez F. Floyd

*Superintendent*

Mrs. Jennifer Carter

*Associate Superintendent*

Mr. David Buddenbaum

*Assistant Superintendent*

Mr. David Seagraves

*Director of Operations*

## Student Code of Conduct and Discipline Procedures

It is the desire of the Hart County School Board that all students should have every possible opportunity to take advantage of instructional programs that will allow them access to the best possible education. Any distractions from a favorable teaching and learning environment lessen this opportunity. Students are expected to adhere to standards of behavior that will facilitate a positive learning environment for themselves and other students, to respect each other, school district employees, and school property. They are also expected to comply with student behavior policies adopted by the board of education, and to obey student behavior rules established by individual schools.

The rules listed in this policy apply to all Hart County Charter System schools concerning state coded discipline. The dispositions listed are recommended maximums. This list is not all inclusive, and a student committing an act of misconduct not covered by this policy will be subject to the discretionary authority of the principal. More severe punishment may be necessary.

Notwithstanding, the recommended maximum dispositions, a principal, acting through and with the concurrence of the superintendent or superintendent's designee, may refer a student to a disciplinary tribunal or to the Board of Education for disciplinary action arising out of the violation of any of these rules. Upon such referral and after proper notice and hearing, appropriate action may be taken.

Parent involvement is the most desirable avenue for correcting behavioral problems and will be used when possible. Parent conferences may be used in conjunction with other forms of discipline. Parents shall be involved in periodic revisions of the Code of Student Conduct.

Schools shall request a parent or guardian signature and or student signature, as is appropriate, in acknowledgement of receipt of this Student Code of Conduct and Discipline Procedures. Please sign and return this sheet to the student's home room teacher immediately. Please keep the behavior code for your files.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Hart County Charter System

2020-2021

## Student Code of Conduct and Discipline Procedures

Revised and Adopted August 2016



## Board Policy: Student Behavior Code

## Descriptor Code: JCDA

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The policy represents a progressive discipline process. Factors taken into account in determining dispositions include (but are not limited to):

- Student's history
- Degree of premeditation, impulse, or self-defense
- Age
- Disability
- Evidence
- Willingness to cooperate
- Seriousness of offense

Because of these factors, punishment imposed may vary from student to student for the same offense. School systems are required to have progressive punishment policies.

Students accused of violating this Code should be advised of the violation and given a reasonable opportunity to present their position. Any student in excess of ten (10) cumulative days of out of suspension per semester for disciplinary reasons may be recommended to the tribunal panel for possible expulsion.

This Code of Student Conduct shall be available to each student and parent in the district, including newly enrolled students. Parents shall sign an acknowledgement of the receipt of the Code. This Code shall be available online and a printed copy will be provided upon request.

Federal and state laws and regulations that are in conflict with this Code or its application shall take precedence.

### Chronically Disruptive Students

Teachers are required to file a one page report with the principal or designee, documenting a student's violation of the Student Code of Conduct which repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of such student's classmates to learn. The report must be filed within one school day of the most recent occurrence of such behavior. The principal or designee shall, within one school day after receiving such a report, send to the student's parents or guardians a copy of the report and information regarding how the principal or designee may be contacted. The principal or the principal's designee shall send written notification to the teacher and to the student's parents or guardians of the student support services being utilized or the disciplinary action taken within one school day and shall make a reasonable attempt to confirm receipt of such written notification by the student's parents or guardians. Written notification shall include information regarding how the student's parents or guardians may contact the principal or principal's designee.

Hart County Charter System's procedures for dealing with chronically disruptive students are included in the district's behavior support process, the Student Support Team (SST). Behavior plans may be included in the SST process. The Superintendent is authorized to develop procedures pursuant to OCGA 20-2-738 enabling a teacher to remove from class a student who repeatedly or substantially disrupts the class.

### **DEFINITIONS:**

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

**Repeated Offenses** - Multiple infractions of the Code of Conduct.

**Detention** - Student attends a work/study session outside of regular school hours. Student makes arrangements for transportation.

**Expulsion** - Expelled from all public school property and activities or events for one calendar year. This action is taken only by tribunal or action of the Board of Education. The student may be expelled for an accumulation of offenses, as well as a major offense. During the term of expulsion the student is not allowed on the school campus or at any school activity or school-sponsored event for Hart County Schools or any other Georgia public school.

1 - Expelled beyond the end of the current school quarter or semester but not permanently expelled.

2 - Permanently expelled.

**In-School Suspension** - The student is removed from regular classes for a specified period of time. Class work assignments are sent to the student by the teachers.

**Long-Term Suspension** - The student is suspended out-of-school for more than ten (10) days but not beyond the current quarter or semester.

The student may be suspended for an accumulation of offenses, as well as a major offense. Absences are discussed in policy JBD. During the term of suspension the student is not allowed on the school campus or at any school activity or school-sponsored event for Hart County Schools or any other Georgia public school.

Non-Prescription Drug - Over-the counter drug not authorized by a registered physician and not prescribed for the student. Student use is prohibited except in accordance with local school policy.

Prescription Drug - Use of a drug (medication) authorized by a registered physician *and* prescribed for the student. Procedures for use of prescription medication at school are found elsewhere in Board policy.

Short-Term Suspension - The student is suspended out of school up to ten (10) days by the local school administrator. The student may be suspended for an accumulation of offenses, as well as a major offense. Absences are discussed in policy JBD. During the term of suspension the student is not allowed on the school campus or at any school activity or school-sponsored event for Hart County Schools or any other Georgia public school.

#### Searches

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 book bags, school lockers, desks and other school property are subject to inspection and search by school authorities at any time without further notice to students or parents. Students are required to cooperate if asked to open book bags or lockers.

#### Behavior Dispositions/Resolutions

031 - 1 Day Suspension - State Reported  
040 - 10 Days or More Suspension - State Reported  
032 - 2 Days Suspension - State Reported  
033 - 3 Days Suspension - State Reported  
034 - 4 Days Suspension - State Reported  
035 - 5 Days Suspension - State Reported  
036 - 6 Days Suspension - State Reported  
037 - 7 Days Suspension - State Reported  
038 - 8 Days Suspension - State Reported  
039 - 9 Days Suspension - State Reported  
061 - Assigned Alternative Program-HS/MS - State Reported  
00 - Continuation of Action - State Reported  
10 - Corporal Punishment - State Reported  
099 - Detention- Two or More Days - State Reported  
006 - Expulsion - Permanent - State Reported  
041 - Expulsion - End of Term, Not Permanent - State Reported  
001 - ISS - State Reported  
70 - Juvenile or Court System Referral - State Reported  
080 - Other Discipline Action Serious - State Reported  
007 - Paddling/Corporal Punishment - State Reported  
95 - Physical Restraint - State Reported  
90 - Removed from Class at Teacher's Request - State Reported  
051 - Suspended from Bus <10 Days - State Reported  
052 - Suspended from Bus >10 Days - State Reported  
105 - Admin/Student Conference  
108 - Community Service  
113 - Detention Hall  
104 - Isolation-Time Out  
103 - Loss of Privilege  
124 - Lunch Enrichment  
112 - Opportunity Room Assigned  
109 - Refer to Student Support Team  
125 - Resolution Combined  
110 - Restitution  
116 - Signed Waiver  
100 - Supervised Study  
111 - System Level Hearing-Tribunal  
106 - Teacher/Student/Parent Conference  
107 - Teacher/Student/Parent/Admin. Conference  
101 - Warning

**RULES AND RECOMMENDED MAXIMUM DISPOSITIONS:**

The dispositions listed for each rule are possible maximums. This list is not all inclusive, and a student committing an act of misconduct not covered by this policy will be subject to the discretionary authority of the administration. More severe punishment may be administered in certain cases. The principal is the designated leader of the school and, along with the staff, is responsible for its orderly operation.

<b>Rule 01: ALCOHOL – State Reported</b>	Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating alcoholic beverages or substances represented as alcohol. This includes possession, sale, use, transmission, manufacture, purchase, or being under the influence of any alcoholic beverage, or possessing related paraphernalia during a school activity, function, or event on or off school grounds or while under school supervision.
Alcohol Level 1 - Unintentional possession <i>State Code 011</i> Alcohol Level 2 - Under influence without possession State <i>Code 012</i> Alcohol Level 3 - Sale, purchase, transportation, possession, consumption of alcohol	
1st Offense - (10) days suspension (referral to law enforcement officials may be made); possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. <i>State Code 013</i>	
Subsequent Offenses - (10) days suspension pending alternative education program placement and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	

<b>Rule 02: ARSON – State Reported</b>	Unlawful and intentional damage or attempted damage to any real or personal property by fire or incendiary device.
Arson Level 2 - Arson without property damage State <i>Code 022</i> Arson Level 3 - Arson with property damage <i>State Code 023</i>	
1st Offense - (10) days suspension; referral to law enforcement; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
Subsequent Offenses - (10) days suspension pending recommendation to Board of Education for expulsion pursuant to the policies of the Hart County Board of Education; referral for alternative placement.	

<b>RULE 03: BATTERY – State Reported</b>	Actual and intentional touching or striking of another person against his or her will or intentionally causing bodily harm to an individual. Includes an attack with a weapon or one that causes serious bodily harm to the victim. This code should be used only when the attack is very serious, serious enough to warrant calling the police or bringing in security, where the intent is to do bodily harm to someone.
Battery Level 1- Battery with no injuries <i>State Code 031</i> Battery Level 2- Battery with mild or moderate injuries <i>State Code 032</i> Battery Level 3- Battery with severe injuries; three or more offenses in same school year <i>State Code 034</i>	
1st Offense - (10) days suspension (referral to law enforcement officials will be made); possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. Physical Violence Against an Employee - (OCGA 20-2-751.6 (a)) (1) intentionally making physical contact of an insulting or provoking nature or (2) intentionally making physical contact which causes physical harm to another unless such physical contacts were in defense of himself or herself as provided for in OCGA 16-3-21 (b). 1st Offense - Mandatory disposition of ten (10) days suspension pending tribunal hearing; referral to law enforcement.	

<b>Rule 04: BREAKING AND ENTERING/ BURGLARY – State Reported</b>	Unlawful entry into a building or other structure with the intent to commit a crime. This applies to school buildings or activities related to a school function.
B&E/Burglary Level 3- Any incident involving breaking and entering/burglary <i>State Code 204</i>	
1st Offense - (10) days suspension; referral to law enforcement; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	

<b>Rule 05: COMPUTER TRESPASS – State Reported</b>	Unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s), or data.
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Computer Trespass Level 2 - Computer misuse <i>State Code 052</i>
Computer Trespass Level 3 - Unlawful use of computer or altering records <i>State Code 053</i>
1st Offense - ten (10) days suspension; referral to law enforcement; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.
Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.

<b>Rule 06-H: DISORDERLY CONDUCT/CLASSROOM DISTURBANCE – Hart Reported</b>	Any student action that disturbs the normal flow of teacher/school directed activities.
Disorderly Conduct/Classroom Disturbance Level 0 – Hart Reported - Minor	
First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.	

<b>Rule 06: DISORDERLY CONDUCT – State Reported</b>	Any act that substantially disrupts the orderly conduct of a school function, substantially disrupts the orderly learning environment, or poses a threat to the health, safety, and/or welfare of students, staff, or others.
Disorderly Conduct Level 1 - Minor disturbance <i>State Code 061</i>	
Disorderly Conduct Level 2 - Moderate disturbance; three or more minor disturbances in same school year <i>State Code 062</i>	
Disorderly Conduct Level 3 - Severe disruption; three or more moderate disturbances in same school year <i>State Code 063</i>	
1st Offense - (10) days suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	

<b>Rule 07: DRUGS, EXCEPT ALCOHOL AND TOBACCO – State Reported</b>	Unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance, or equipment or devices used for preparing or using drugs or narcotics. Includes being under the influence of drugs or substances represented as drugs. Code includes over-the-counter medications if abused by the student. Also includes intentionally smelling or inhaling fumes from any substance (for example: glue, solvents) for the purpose of becoming intoxicated. Code does not include tobacco or alcohol.
Drugs Level 1 - Unintentional possession <i>State Code 071</i>	
Drugs Level 2 - Failure to report medication to school authorities <i>State Code 072</i>	
Drugs Level 3 - Possession or distribution of unlawful drugs <i>State Code 073</i>	
1st Offense - (10) days suspension; referral to law enforcement officials; possible referral for alternative placement; possible referral to the Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	

<b>Rule 08: FIGHTING – State Reported</b>	Mutual participation in a fight involving physical violence. This does not include verbal confrontations, tussles, or other minor confrontations.
Fighting Level 1 - Fighting with no injuries <i>State Code 081</i>	
Fighting Level 2 - Fighting with minor or moderate injuries <i>State Code 082</i>	
Fighting Level 3 - Fighting with severe injuries; three or more fights in same school year <i>State Code 083</i>	
1st Offense - (5) days of ISS with parent notification OR (5) days suspension with parent conference prior to return to school	
2nd Offense - (7) days suspension with parent conference prior to return to school	
3rd Offense - (10) days suspension; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
More severe measures, including restitution for damages, immediate referral for expulsion, and/or notification of law enforcement officials, may be taken.	

<b>Rule 09: HOMICIDE – State Reported</b>	Murder and non-negligent manslaughter, killing of one human being by another, killing a person through negligence.
Homicide Level 3 - Any incident involving homicide <i>State Code 209</i>	
1 <sup>st</sup> Offense - referral to law enforcement officials and referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education	

<b>Rule 10: KIDNAPPING – State Reported</b>	Unlawful seizure, transportation, and/or detention of a person against his/her will, or of a minor without the consent of his/her custodial parents or legal guardian.
Kidnapping Level 3 - Any incident involving kidnapping <i>State Code 210</i>	
1 <sup>st</sup> Offense - referral to law enforcement officials and referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education	
<b>Rule 11: THEFT/LARCENY – State Reported</b>	The unlawful taking, carrying, leading, or riding away of property of another person without threat, violence, or bodily harm. This includes pocket-picking, purse or backpack-snatching if left unattended, theft from a building, theft from a motor vehicle, theft from a coin-operated machine, and all other types of larcenies. The Larceny / Theft code should be used only when theft is serious enough to warrant calling the police or bringing in security
Larceny/Theft Level 1 - Unlawful taking of property with a value between \$25 and \$100 <i>State Code 311</i> Larceny/Theft Level 2 - Unlawful taking of property with a value between \$100 and \$250 <i>State Code 312</i> Larceny/Theft Level 3 - Unlawful taking of property with a value exceeding \$250; three or more offenses in the same school year <i>State Code 313</i>	
1 <sup>st</sup> Offense - ten (10) days suspension; referral to law enforcement; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
<b>Rule 12: MOTOR VEHICLE THEFT – State Reported</b>	Theft, or attempted theft, of a motor vehicle. Code includes theft of car, truck, motorcycle, dune buggy, RV, or anything that is self-propelled.
1 <sup>st</sup> Offense - referral to law enforcement officials and referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. <i>State Code 212</i>	
<b>Rule 13: ROBBERY – State Reported</b>	Taking, or attempting to take, anything of value that is owned by another person or organization, under confrontational circumstances by force or threat of force or violence and/or by putting the victim in fear.
Robbery Level 2 - Robbery without a weapon <i>State Code 315</i> Robbery Level 3 - Robbery with a weapon <i>State Code 316</i>	
1 <sup>st</sup> Offense - ten (10) days suspension; referral to law enforcement; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
<b>Rule 14: SEXUAL BATTERY – State Reported</b>	Unlawful sexual behavior or contact with force or threat of force or where the victim is incapable of giving consent. Age of the student should be taken into account. This code should be used only when the incident is severe enough to warrant calling in law enforcement.
Sexual Battery Level 3 - Any incident involving Sexual Battery <i>State Code 214</i>	
1 <sup>st</sup> Offense - ten (10) days suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
<b>Rule 15: SEXUAL HARASSMENT – State Reported</b>	Deliberate, repeated, and unsolicited physical actions, gestures, or verbal or written comments of a sexual nature when such conduct has the purpose or effect of interfering with a student’s academic performance or creating an intimidating, hostile, or offensive learning environment. Includes any unwelcome sexually oriented communication or behavior that makes an individual feel afraid, offended, or uncomfortable.
Sexual Harassment Level 1 - Unwelcome comments not directed towards individuals <i>State Code 318</i> Sexual Harassment Level 2 - Unwelcome comments directed towards individuals <i>State Code 319</i> Sexual Harassment Level 3 - Violation of sexual harassment policy; three or more offenses in the same school year <i>State Code 320</i>	
1 <sup>st</sup> Offense: penalty at the discretion of the principal/parent conference, referral to school counselor 2 <sup>nd</sup> Offense: (4) days suspension 3 <sup>rd</sup> Offense: (6) days suspension *Other disciplinary options may be used in extreme cases.	

<b>Rule 16: SEX OFFENSES – State Reported</b>	Unlawful sexual behavior or contact without force or threat of force where the victim is capable of giving consent. Code includes indecent exposure and obscenity. Includes viewing or downloading pornographic content onto communication devices on school owned or personal devices.
Sex Offenses Level 1 - Inappropriate sexually-based physical contact <i>State Code 321</i> Sex Offenses Level 2 - Inappropriate sexually-based behavior <i>State Code 322</i> Sex Offenses Level 3 - Consensual sexual activities; three or more offenses in the same school year <i>State Code 323</i>	
1st Offense - ten (10) days suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
<b>Rule 17: THREAT/INTIMIDATION – State Reported</b>	Unlawfully placing another person in fear of bodily harm through threats without displaying a weapon or subjecting the person to actual physical attack.
Threat/Intimidation Level 2 - Individual threat or intimidation <i>State Code 324</i> Threat/Intimidation Level 3 - School-wide threat or intimidation <i>State Code 325</i>	
1st Offense: (2) days suspension with parent conference prior to return to school 2nd Offense: (6) days suspension with parent conference prior to return to school 3rd Offense: Assigned to alternative education program (OCGA 20-2-751.4) More severe measures, including restitution for damages, immediate referral for expulsion, and/or notification of law enforcement officials, may be taken.	
<b>Rule 18: TOBACCO – State Reported</b>	Possession, use, distribution, or sale of tobacco products on school grounds, at school sponsored events, and on transportation to or from school. Students who are under school supervision (club meetings, field trips, club trips/activities, sports activities, etc.) shall not use or possess tobacco in any form.
Tobacco Level 1 - Unintentional possession of tobacco products <i>State Code 326</i> Tobacco Level 2 - Intentional use or possession of tobacco products <i>State Code 327</i> Tobacco Level 3 - Distribution or sale of tobacco products; three or more offenses in the same school year <i>State Code 328</i>	
1st Offense: (2) days ISS 2nd Offense: (2) days suspension 3rd Offense: (4) days suspension Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education	
<b>Rule 19: TRESPASSING – State Reported</b>	Entering or remaining on a public school campus or School Board facility without authorization or invitation and with no lawful purpose for entry. This includes students under suspension or expulsion, and unauthorized persons who enter or remain on a campus after being directed to leave by the chief administrator or designee.
Trespassing Level 2 - Unauthorized presence on school property <i>State Code 329</i> Trespassing Level 3 - Refusing to leave school property; three or more offenses in the same school year <i>State Code 330</i>	
1st Offense - ten (10) days suspension; possible referral to law enforcement; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education. Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
<b>Rule 20: VANDALISM – State Reported</b>	The willful and/or malicious destruction, damage, or defacement of public or private property, real or personal, without the consent of the owner or the person having custody or control of it.
Vandalism Level 2 - Minor damage or defacement of property <i>State Code 331</i> Vandalism Level 3 - Malicious destruction or damage to property; three or more offenses in the same school year <i>State Code 332</i>	
1st Offense: Two (2) days suspension and restitution 2nd Offense: Four (4) days suspension and restitution 3rd Offense: Six (6) days suspension and restitution More severe measures, including immediate referral for expulsion, and/or notification of law enforcement officials, may be taken.	
<b>Rule 22: WEAPONS/KNIFE – State Reported</b>	The possession, use, or intention to use any type of knife, including a pocket or penknife, to inflict harm on another person, or to intimidate any person.



Weapons/knife Level 1 - Unintentional possession of a knife with no intent to harm or intimidate <i>State Code 333</i>
Weapons/knife Level 2 - Intentional possession of a knife with no intent to harm or intimidate <i>State Code 334</i>
Weapons/knife Level 3 - Intentional possession or use of a knife with intent to harm or intimidate <i>State Code 335</i>
1st Offense - ten (10) days suspension (possible referral to law enforcement officials may be made); possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.
Subsequent Offenses - ten (10) days suspension pending alternative education program referral and possible referral to law enforcement officials; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.

<b>Rule 23: WEAPONS/OTHER – State Reported</b>	The possession, use, or intention to use any instrument or object to inflict harm on another person, or to intimidate any person. Included in this code are chains, pipes, razor blades, ice picks, dirks, nunchakus, brass knuckles, Chinese stars, billy clubs, tear gas guns, toy guns, cap guns, bb guns, pellet guns, electrical weapons or devices, explosives, or propellants. Firecrackers and other fireworks are also included if fire is not involved.
Weapons/Other Level 2 - Unintentional possession of a weapon (not including knife or firearm) <i>State Code 336</i>	
Weapons/Other Level 3 - Intentional possession or use of a weapon (not including knife or firearm) <i>State Code 337</i>	
1st Offense - ten (10) days suspension (referral to law enforcement officials may be made); possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	
Subsequent Offenses - long term suspension and referral to law enforcement officials; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion pursuant to the policies of the Hart County Board of Education.	

<b>Rule 25: WEAPONS/HANDGUNS – State Reported</b>	Possession of a firearm that has a short stock and is designed to be held and fired by the use of a single hand; and any combination of parts from which a firearm described above can be assembled.
Weapons/Handgun Level 3 - Any incident involving a handgun <i>State Code 225</i>	
All Offenses - Any student who is determined to have brought a firearm to school shall be referred to law enforcement and recommended to tribunal for expulsion from school for not less than one year, subject to modification on a case-by-case basis by the Board of Education.	

<b>Rule 26: WEAPONS/RIFLES/SHOTGUN – State Reported</b>	The term "rifle" means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. The term "shotgun" means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire through a smooth bore either a number of ball shot or a single projectile for each single pull of the trigger.
Weapons/Rifle/Shotgun Level 3 - Any incident involving a rifle/shotgun <i>State Code 226</i>	
All Offenses - Any student who is determined to have brought a firearm to school shall be referred to law enforcement and recommended to tribunal for expulsion from school for not less than one year, subject to modification on a case-by-case basis by the Board of Education.	

<b>Rule 27: SERIOUS BODILY INJURY – State Reported</b>	Bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ, or mental faculty;
Serious Bodily Injury Level 3 - Any incident involving serious bodily injury <i>State Code 227</i>	
1 <sup>st</sup> Offense - referral to law enforcement officials and referral to Board of Education with recommendation for expulsion from the Hart County Charter System pursuant to the policies of the Hart County Board of Education	

<b>Rule 28: WEAPONS/OTHER FIREARMS – State Reported</b>	Firearms other than handguns, rifles, or shotguns as defined above. Includes any weapon (including starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of any explosive; the frame or receiver of any weapon described above; any firearm muffler or firearm silencer; any destructive device, which includes any explosive, incendiary, or poison gas (i.e. bomb, grenade, rocket having a propellant charge more than 4 ounces, missile having an explosive or incendiary charge of more than ¼ ounce, mine, or similar device); any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than ½ inch in diameter; any combination or parts either designed or intended for use in converting any device into any destructive device described above, and
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	from which a destructive device may be readily assembled.
<b>Weapons/Other Firearms Level 3 - Any incident involving other firearms <u>State Code 228</u></b>	
1 <sup>st</sup> Offense - referral to law enforcement officials and referral to Board of Education with recommendation for expulsion from Hart County Charter System pursuant to the policies of the Hart County Board of Education	

<b>Rule 29: BULLYING – State Reported</b>	<p>Pattern of behavior, which may include written, verbal, or physical acts, that is so severe, persistent, or pervasive so as to have the effect of substantially interfering with a student’s education, threatening the educational environment, or causing substantial physical harm or visible bodily harm. (Refer To Policy <b>JCDAG Bullying Policy</b>)</p> <p>Bullying is defined as repeated willful attempts or threats to inflict injury on another person, when accompanied by an apparent present ability to do so; any intentional display of force such as would give the victim reason to fear or expect bodily harm; or any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate when these acts: cause substantial physical harm or visible bodily harm; substantially interfere with a student’s education; are so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or substantially disrupts the orderly operation of the school.</p>
<p>Bullying Level 1 - First incident of bullying State <u>Code 344</u>          Bullying Level 2 - Second incident of bullying State <u>Code 345</u>          Bullying Level 3 - Three or more incidents of bullying in the same school year <u>State Code 346</u></p>	
<p>For Grades PreK-5: Punishment at the discretion of the administrator. (The student’s age/level of maturity or development should be considered in relation to the offense.)</p> <p>For Grades 6-12:          1st Offense – parent conference, referral to school counselor and three (3) days suspension or other appropriate punishment at the discretion of the administrator          2nd Offense – five (5) days suspension          3rd Offense – assignment to alternative education program          More severe punishment may be necessary in extreme cases.</p>	

<b>Rule 30-H: ATTENDANCE – HCCS Reported</b>	Attendance issues of a minor nature including unexcused tardiness to school or class, being in areas designated in the student handbook and/or by school officials as being off limits, failure to be in an assigned place of instruction at the assigned time without a valid excuse, and/or urging others to violate this rule.
<b>Attendance Related Level 0 – HCCS Reported</b>	
First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.	

<b>Rule 30: ATTENDANCE RELATED – State Reported</b>	Repeated or excessive unexcused absences or tardies; including failure to report to class, skipping class, leaving school without authorization, out of assigned area, or failure to comply with disciplinary sanctions.
<b>Attendance Related Level 1 - Any incident involving attendance <u>State Code 347</u></b>	
Offense Level 1 –Action must be State Reported Disposition – Includes Detention 2 Days, ISS, OSS, Expulsion, Bus Suspension, Referral to Alt School, or Referral to Court	

<b>Rule 31-H: DRESS CODE VIOLATIONS – HCCS Reported</b>	Minor violations of the Student Dress Code as outlined in the student handbook.
Dress Code Violation Level 0 – HCCS Reported - Minor	
First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.	

<b>Rule 31: DRESS CODE VIOLATIONS – State Reported</b>	Violation of school dress code that includes standards for appropriate school attire.
<p>Dress Code Violation Level 1 - Non-invasive or non-suggestive clothing <u>State Code 348</u>          Dress Code Violation Level 2 - Invasive or suggestive clothing <u>State Code 349</u>          Dress Code Violation Level 3 - Three or more offenses in the same school year <u>State Code 350</u></p>	
All Offenses –Action must be State Reported Disposition – Includes Detention 2 Days, Corporal Punishment, ISS, OSS, Expulsion, Bus Suspension, Referral to Alternative Program, or Referral to Court	

<b>Rule 32-H: ACADEMIC DISHONESTY-CHEATING – HCCS Reported</b>	Obtaining or providing unauthorized assistance on school assignments that affords one an unfair advantage of a minor nature.
Academic Dishonesty Level 0 = HCCS Reported	
First Offense: - Redo the assignment; further action at administrator discretion Subsequent Offenses: –Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.	

<b>Rule 32: ACADEMIC DISHONESTY – State Reported</b>	Receiving or providing unauthorized assistance on classroom projects, assignments or exams.
Academic Dishonesty Level 1 - Unauthorized assistance on classroom assignments or projects <i>State Code 351</i> Academic Dishonesty Level 2 - Plagiarism or cheating on classroom assignments or projects <i>State Code 352</i> Academic Dishonesty Level 3 - Plagiarism or cheating on major exams or statewide assessments; three or more offenses in the same school year <i>State Code 353</i>	
1st Offense: Parent contact, option to redo the assignment (or alternative assignment) and/or further action at administrator discretion 2nd Offense: Parent contact, two (2) days suspension and grade of 0 3rd Offense: Parent contact, four (4) days suspension and grade of 0	

<b>Rule 33-H: STUDENT INCIVILITY – HCCS Reported</b>	Failure to comply with reasonable directions of a Hart County Schools employee when on the school grounds or during a school activity off school grounds. This can include cursing, talking back, "sassing," intentionally arguing in a demanding or disruptive manner, or otherwise showing disrespect for any persons present at school or school related functions. Violations include harassing, intimidating with words or actions, and busing others. This includes verbal non-violent confrontation, willful disobedience, and disrespectful behavior.
<b>Student Incivility Level 0 – HCCS Reported</b>	
First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.	

<b>Rule 33: STUDENT INCIVILITY – State Reported</b>	Insubordination or disrespect to staff members or other students; includes but is not limited to refusal to follow school staff member instructions, use of vulgar or inappropriate language, and misrepresentation of the truth.
Student Incivility Level 1 - General disrespect or failure to follow instructions <i>State Code 354</i> Student Incivility Level 2 - Blatant insubordination; profanity directed toward school staff <i>State Code 355</i> Student Incivility Level 3 - Issuing false reports on school staff; three or more offenses in the same school year <i>State Code 356</i>	
All Offenses Level 1-3 – Action must be State Reported Disposition – Includes Detention 2 Days, Corporal Punishment, ISS, OSS, Expulsion, Bus Suspension, Referral to Alt School, and Referral to Court.	

<b>Rule 34: POSSESSION OF UNAPPROVED ITEMS – State Reported</b>	The use or possession of any unauthorized item disruptive to the school environment.
Possession of Unapproved Items Level 1 - Possession of unauthorized items <i>State Code 357</i> Possession of Unapproved Items Level 2 - Use of unauthorized items <i>State Code 358</i> 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 <i>State Code 359</i>	
All Offenses Level 1-3 – Action must be State Reported Disposition – Includes Detention 2 Days, Corporal Punishment, ISS, OSS, Expulsion, Bus Suspension, Referral to Alternative Program, or Referral to Court	

<b>Rule 35: GANG RELATED – State Reported</b>	Any group of three or more students with a common name or common identifying signs, symbols, tattoos, graffiti, or attire which engage in school disruptive behavior. It includes any act or exhibition, individual or collective, which is deemed gang related by the principal or designee. Gang related activity includes but is not limited to hand sign flashing, wearing of clothing articles in a certain way or color scheme typical of that worn by known gang members, jewelry, tattoos, graffiti on personal items in conjunction with any other code violation including but not limited to vandalism of public or private property, acts of intimidation, threat, fighting and other forms of violence.
Gang Related Level 2 -	Wearing or possession of gang-related apparel; conveying personal membership or affiliation with a gang <i>State Code 361</i>
Gang Related Level 3 -	Gang-related solicitation, violence, threats, or defacement of property <i>State Code 362</i>

1st Offense: Three (3) to five (5) days suspension. If activity involves physical harm, punishment may be administered to the fullest degree.
2nd Offense: Ten (10) days suspension; referral to law enforcement; possible referral for alternative placement; possible referral to Board of Education with recommendation for expulsion from the Hart County Charter System pursuant to the policies of the Hart County Board of Education.
3rd Offense: Referral to Board of Education with recommendation for expulsion from the Hart County Charter System pursuant to the policies of the Hart County Board of Education

<b>Rule 36: REPEATED OFFENSES – State Reported</b>	Collection of offenses that occur on multiple school days that may lead to a state reportable disciplinary action.
Repeated Offenses Level 1 - Collection of minor incidents <i>State Code 363</i>	
Repeated Offenses Level 2 - Collection of moderate incidents <i>State Code 364</i>	
Repeated Offenses Level 3 - Collection of severe incidents <i>State Code 365</i>	
Disposition at administrator discretion	

<b>Rule 101: BUS MISCONDUCT - HCCS</b>																			
<u>Category 1 - Misbehaviors that warrant referral procedures:</u> <ul style="list-style-type: none"> <li>· Refusing to obey driver</li> <li>· Improper boarding or departing procedures</li> <li>· Pushing, tripping, horse playing with other students</li> <li>· Standing in the aisles</li> <li>· Hanging out the windows</li> <li>· Making unnecessary/extremely loud noise</li> <li>· Tampering with bus equipment</li> <li>· Displaying rude, discourteous, or annoying conduct</li> <li>· Other sexual misconduct</li> <li>· Bullying/threatening/intimidating*</li> <li>· Profanity/offensive languages/gestures</li> <li>· Other misbehaviors</li> </ul>	<u>Consequences for Category 1 Offenses: Is subject to school administrator discretion.</u> 1 <sup>st</sup> Offense: Driver documents and verbally warns student and will contact parent  2 <sup>nd</sup> Offense: Bus suspension as follows: <table style="margin-left: 40px;"> <tr> <td></td> <td>PK-5th Grade</td> <td>6th-12th Grade</td> </tr> <tr> <td>2<sup>nd</sup> Offense</td> <td>1-3 Days</td> <td>5 Days</td> </tr> <tr> <td>3<sup>rd</sup> Offense</td> <td>5 Days</td> <td>7 Days</td> </tr> <tr> <td>4<sup>th</sup> Offense</td> <td>10 Days</td> <td>10 Days</td> </tr> <tr> <td>5<sup>th</sup> Offense</td> <td>15 Days</td> <td>15 Days</td> </tr> <tr> <td>6<sup>th</sup> Offense</td> <td>Minimum of 20 days</td> <td>Minimum of 20 days</td> </tr> </table>		PK-5th Grade	6th-12th Grade	2 <sup>nd</sup> Offense	1-3 Days	5 Days	3 <sup>rd</sup> Offense	5 Days	7 Days	4 <sup>th</sup> Offense	10 Days	10 Days	5 <sup>th</sup> Offense	15 Days	15 Days	6 <sup>th</sup> Offense	Minimum of 20 days	Minimum of 20 days
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5 <sup>th</sup> Offense	15 Days	15 Days																	
6 <sup>th</sup> Offense	Minimum of 20 days	Minimum of 20 days																	
<u>Category 2 - Misbehaviors that warrant immediate bus suspension:</u> <ul style="list-style-type: none"> <li>· Fighting</li> <li>· Severe profanity/offensive language/gestures</li> <li>· Possession or use of tobacco</li> <li>· Vandalism of property</li> <li>· Sexual harassment</li> <li>· Throwing items on, around, or off the bus</li> <li>· Any other action that poses an immediate or direct threat to the safe operation of the bus including, but not limited to, using mirrors, lasers, flash cameras, or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of the school bus.</li> <li>· Any action that requires a student's removal from a bus by a school employee or by a law enforcement officer may be considered a Category 2 offense.</li> </ul> <p>School bus riding is a privilege that may be limited or revoked by school officials. All students shall conform to bus rules and guidelines.</p>	<u>Consequences for Category 2 Offenses: Is subject to school administrator discretion.</u> <table style="margin-left: 40px;"> <tr> <td></td> <td><u>PK-5th Grade</u></td> <td><u>6th-12th Grade</u></td> </tr> <tr> <td>1st Offense:</td> <td>1-3 Days</td> <td>5-10 Days</td> </tr> <tr> <td>2nd Offense:</td> <td>5 Days</td> <td>15 Days</td> </tr> <tr> <td>3rd Offense:</td> <td>10 Days</td> <td>20 Days</td> </tr> <tr> <td>4th Offense:</td> <td>20 Days</td> <td>40 Days</td> </tr> <tr> <td>5th Offense:</td> <td>ROY*</td> <td>ROY*</td> </tr> </table> <p style="text-align: center;">*Remainder of Year</p>		<u>PK-5th Grade</u>	<u>6th-12th Grade</u>	1st Offense:	1-3 Days	5-10 Days	2nd Offense:	5 Days	15 Days	3rd Offense:	10 Days	20 Days	4th Offense:	20 Days	40 Days	5th Offense:	ROY*	ROY*
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5th Offense:	ROY*	ROY*																	
<u>Category 3 - Riding bus to/from school under bus suspension:</u>	<u>Consequence:</u> Administrators Discretion with a minimum of 1 day added. Administrator assumes responsibility for classifying the offense to the appropriate category. Administrator may recommend to the superintendent permanent suspension from all buses depending upon the number and severity of offenses. Suspension of transportation privileges includes regular transportation to and from school. Transportation privileges for field																		

	trips, athletic events, club events, competitions, and other extracurricular activities may be suspended at the discretion of the principal and/or superintendent. The following steps apply to special education students. The administration will immediately confer with the Special Education Placement Committee to determine, within seven (7) working days, whether misconduct is or is not a manifestation of the student's disability. After reviewing the student's IEP, the administration will determine, within seven (7) working days, whether the student will ride the special education bus or not.
<b>Category 4 - Misbehaviors that are criminal law offenses:</b> <ul style="list-style-type: none"> <li>· Sexual battery and offenses</li> <li>· Assault/battery against employee*</li> <li>· Assault/battery against student*</li> <li>· Possession or use of alcohol</li> <li>· Possession or use of drugs</li> <li>· Possession or use of weapons</li> <li>· Bomb threats</li> <li>· Other criminal law violations</li> </ul>	<b>Consequences for Category 4 Offenses:</b> Automatic bus suspension to coincide with the number of days the student is suspended from school. Refer to rule in Code of Student Conduct relating to the offense. <b>*Consequence on First Offense:</b> OCGA 20-2-751.4 requires that a meeting shall be held between appropriate school district officials and the parent or guardian of any student found to have engaged in bullying, physical assault, or battery on a school bus for the purpose of forming a school bus behavior contract for the student. The contract must provide for progressive age-appropriate discipline, penalties, and restrictions for student misconduct on the school bus.

<b>Rule 102: INAPPROPRIATE DISPLAY OF AFFECTION - HCCS</b>	Inappropriate public display of affection (examples - hugging, kissing, sitting in laps).
First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.	

<b>Rule 103: DISTRACTING PARAPHERNALIA - HCCS</b>	Laser pointers, radios, digital music players, video players, playing cards, electronic or other games, or any other item not specifically required by a teacher for educational uses may not be brought to school. Items will be confiscated and may not be returned.
First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.	

<b>Rule 104: FORGERY - HCCS</b>	Presenting false or altered documents. Examples include, but are not limited to, notes from teachers, parents, or doctors, office notes, report cards, deficiency notes, hall passes, absentee excuse forms, progress reports, or other school forms. Taking or possessing hall passes, absentee excuse forms, or other school forms without permission is considered forgery.
First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199. More severe measures, including restitution for damages, immediate referral for expulsion, and/or notification of law enforcement officials, may be taken.	

<b>Rule 105: GAMBLING - HCCS</b>	Playing any game of skill or chance for money or anything of value on school property or at a school function.
First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199. More severe measures, including restitution for damages, immediate referral for expulsion, and/or notification of law enforcement officials, may be taken.	

<b>Rule 106: GIVING FALSE INFORMATION - HCCS</b>	Refuse to identify himself/herself or give false identity or information upon request of any teacher, principal, superintendent, school bus driver, or other authorized school personnel. If an ID card is issued, it must be shown to school officials when requested.
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First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.  
 More severe measures, including restitution for damages, immediate referral for expulsion, and/or notification of law enforcement officials, may be taken.

**Rule 107: FOOD AND LITTERING - HCCS**

Good behavior and cleanliness, including returning trays and utensils to service area and placing trash in containers provided, is expected in the dining area. Students shall eat in designated areas. The use of food items or chewing gum in the halls or classroom is not allowed unless approved by the administration or under the direct supervision of a teacher in food preparation. Littering will not be tolerated. No outside food (restaurant) is permitted at school in accordance to federal guidelines. Failure to follow this guideline can lead to disciplinary action and the discarding of the food. Cafeteria food should not leave the cafeteria at breakfast or lunch in accordance to federal guidelines as well.

First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.

**Rule 108: THEFT – PETTY - HCCS**

Taking, carrying, leading, or riding away with property of another person of a value of less than \$25 without threat of violence and no law enforcement notification.

First/Subsequent Offenses: – Consequences will be age appropriate. Possible action consists of behavior dispositions and resolutions codes 151 – 199.

**Rule 109: PARKING AND TRAFFIC VIOLATIONS - HCCS**

Students below grade ten are prohibited from driving on campus. Students must pass three of four courses during the previous semester in order to have driving/parking privileges on campus. Violations include driving too fast for conditions, reckless driving, improper parking, parking without a decal, or any behavior that might cause an accident or injury.

Vehicles may be towed away at owner's expense.  
 1st Offense: \$ 15 fine and/or permanent loss of parking privileges  
 2nd Offense: \$ 20 fine and/or permanent loss of parking privileges  
 Third Offense: \$ 25 fine and/or permanent loss of parking privileges  
 Suspension may be imposed for serious violations. Law enforcement may be notified as deemed necessary.