



ROME CITY
SCHOOLS

SY 2024

ROME CITY SCHOOLS **STUDENT HANDBOOK**

ELEMENTARY EDITION

Rome City Schools

Parent Signature Page 2023-2024

I have received the following information from my child's school:

1. School Student Handbook
2. Family Educational Rights and Privacy Act (FERPA) and Protection of Pupil Rights Amendment (PPRA)
3. Compulsory School Attendance
4. Electronic Communication and Computing Device Usage
5. Internet Access Agreement
6. Rome City Schools Technology Resource Usage Agreement
7. Rome City Schools Student Code of Conduct
8. Rome City Schools Student Handbook (containing Grading and Promotion Criteria)

Rome City Schools clubs or activities my child may NOT participate in:

Use of Student's Pictures, Work, and Name

Rome City Schools frequently uses students' pictures, artwork, or class work to highlight classroom, school, or district events. Students' pictures are used on district and school websites, flyers, posts, or other public relations items.

IF YOU DO NOT WANT YOUR CHILD'S PICTURES, NAME, VIDEOS, OR WORK USED, PLEASE NOTIFY THE SCHOOL PRINCIPAL IN WRITING WITHIN THE FIRST TWO WEEKS THAT YOUR CHILD IS ENROLLED.

By signing I agree that I have received, read, and understand the above-listed materials.

Child's name (printed) _____

Child's school (printed) _____ Grade _____

Child's signature _____

Parent's name (printed) _____

Parent's signature _____ Date _____

The Rome Board of Education does not discriminate on the basis of race, color, national origin, age, religion, sex, or disability in educational programs, activities, or employment.

Rome City Schools

Elementary School Handbook

Anna K. Davie ♦ East Central ♦ Elm Street ♦ Main ♦ West Central ♦ West End

CAR RIDERS

In the morning children should depart cars as swiftly and as safely as possible. If you are picking your child up in the afternoon, you **MUST** get in the car rider line. Please remain in your car at all times. You will not be allowed to enter the building to pick up your child after 2:00 PM. If you park and walk up to get your child, you will be asked to get in the car rider line at that time.

CHECK-OUTS

If an emergency arises and you must take your child out of school during the day, please come to the front office, show I.D., sign the CHECKOUT form, and ask someone in the front office to notify your child. Students are permitted to leave **ONLY** with a parent or guardian unless the school is otherwise instructed in writing by the parent or guardian. There will be no checkouts permitted after 2:00 PM each day.

CHEWING GUM AND CANDY

Students may not bring gum and/or candy to school. Consequences will result for students who are chewing gum and eating candy on school property or on the bus.

COMMUNICATIONS

Teachers will communicate using School Status, which allows both phone and text options. You may also email your child's teacher or call the school to schedule conferences.

DAILY SCHEDULE FOR STUDENTS

7:15 a.m. - Morning Duty. Teachers are on duty and students may enter the classrooms after getting breakfast from the cafeteria

7:45 a.m. - Tardy bell rings. School officially begins. Students are considered tardy at this time.

2:30 p.m. - Students are dismissed. (Schools will share specific dismissal procedures).

DRESS CODE

All students are expected to wear appropriate clothing which complies with general health and safety requirements and which does not interfere with the educational process. Students will not be permitted to wear

- Shorts and skirts should be fingertip length when standing
- Halter tops, bare midriffs, spaghetti straps, spandex, or attire where undergarments are showing
- See-through clothing
- Bandanas
- Clothing with excessive rips/holes (administrator discretion)
- Clothing with advertisements or images of tobacco, alcohol, or drugs
- Clothing with obscene words, gestures, or pictures
- Other clothing that may be distracting or offensive to others (administrator discretion)
- All pants must be worn at the child's waist.
- Caps, hats, hoods, and other head coverings may not be worn inside the building unless approved by the principal.
- Tattoos, body piercing, and other items/symbols, where the effect is to distract unreasonably the attention of other students, will not be permitted
- No towels, shirts, bandanas, hats, or other objects may hang from pants/shorts pockets
- Sunglasses may not be worn in the building, unless under doctor's order

- Parents will be called to bring clothing during the school day if the child does not meet the dress code
- For safety on stairways, flip-flops or loose-fitting slides, may not be worn
- On days students go to the gym for P.E., it is expected they wear closed-toe shoes for their safety
- Additions and exceptions to these dress expectations can be made by the administration

ELECTRONIC DEVICES

Cell phones must be out of sight during the school day. Smart watches may not be used or heard during school hours.

HOMEWORK

The amount and frequency of homework assigned vary among grade levels and subjects. At the beginning of the school term, teachers will explain their expectations regarding homework. If you have questions at any time, please contact the teacher by calling the school office or sending a note with your child. Ideally, the amount of homework should be ten minutes per grade (example: 1st grade = 10 minutes, 2nd grade = 20 minutes, etc.). This does not include time spent reading each night. Our recommendation is that all students read approximately 20 minutes per night.

INTERRUPTIONS OF SCHOOL DAY

Every effort is made to minimize the interruption of classes so as to maximize learning time. Please help us by doing these things every day:

- See that your child gets to school on time every day.
- See that your child has his/her books, homework, etc.
- See that your child knows exactly how he/she is to get home after school - particularly if there is a change from his/her regular routine.

If your child has any change in transportation, parents must write a note to the teacher informing the teacher of the change or call the school office prior to 2:00 p.m. or as determined by your school.

LIBRARY/MEDIA CENTER

Library books are checked out and time is provided to participate in other library-related activities all during the day. Students are expected to take excellent care of library books. Books should be returned or brought in for renewal promptly. A fee will be made for lost or damaged books every nine weeks at report card time. Money will be refunded if lost books are found.

LOST AND FOUND

Students are asked to turn in lost and found items to the designated area. They are urged to look for lost items in the designated lost and found area. Please write your child's name on every coat, sweater, and hat. This will enable us to return lost items promptly. Periodically, unclaimed items will be donated.

OUTSIDE FOOD

Students (Parents/Visitors) may not bring or have delivered "fast food" from any restaurant. Cupcakes, cookies, and other "celebratory" foods must be brought to the front office and dropped off with the front office administrative team. These items will not be allowed in the cafeteria. Please don't ask for exceptions to this policy.

Rome City Schools Family Educational Rights and Privacy Act ("FERPA")

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

<p>(1) The right to inspect and review the student's education records within 45 days after the day the District receives a request for access. Parents or eligible students who wish to inspect their child's or their education records should submit to the Superintendent a written request that identifies the records they wish to inspect. The Superintendent will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.</p> <p>(2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the District to amend their child's or their education record should write the school principal clearly identify the part of the record they want changed, and specify why it should be changed. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and 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.</p> <p>(3) The right to provide written consent before the District discloses personally identifiable information (PII) from 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 typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board.</p>	<p>A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically 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 District discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.</p> <p>(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is: Student Privacy Policy Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202.</p> <p style="text-align: center;">Rome City Schools Family Educational Rights and Privacy Act ("FERPA") Notice Revised June 2020</p>
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PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

<p>(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.</p> <p>(A) The administration of any survey containing one or more of the following items:</p> <ul style="list-style-type: none"> (i) Political affiliations or beliefs of the student or the student's parent; (ii) Mental or psychological problems of the student or the student's family; (iii) Sex behavior or attitudes; (iv) Illegal, anti-social, self-incriminating, or demeaning behavior; (v) Critical appraisals of other individuals with whom respondents have close family relationships; 	<ul style="list-style-type: none"> (vi) Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; (vii) Religious practices, affiliations, or beliefs of the student or student's parent; or (viii) 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. <p>(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).</p> <p>(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.</p> <p>(2) You may, upon request, inspect any instructional material used as part of the educational curriculum for your student.</p> <p>(3) The school is required by federal law to give this notice to parents. However, the school does not have scheduled any such activities as are described in paragraph 1. 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.</p>
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RCS Non-Discrimination Notice

NON-DISCRIMINATION STATEMENT

Rome City Schools prohibits discrimination, harassment, intimidation, abusive conduct or bullying on the basis of any protected category by the by the Constitution of the United States, the Constitution of the State of Illinois, and applicable federal, state or local laws or ordinances, including but not limited to Title VI of the Civil Rights Act of 1964 (Title VI), Title VII of the Civil Rights Act of 1964 (Title VII), Age Discrimination in Employment Act of 1967 (ADEA), Title IX of the Education Amendments of 1972 (Title IX), the Americans with Disabilities Act (ADA), the Individuals with Disabilities Education Act (IDEA), and Section 504 of the Rehabilitation Act of 1973 (Section 504), including, but not limited to, actual or perceived race or ethnicity, gender/sex (includes gender identity, gender expression, pregnancy, childbirth, breastfeeding, and pregnancy-related medical conditions), sexual orientation, religion, color, national origin, ancestry, immigration status, physical or mental disability, medical condition, military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person's association with a person or group with one or more of these actual or perceived characteristics in the educational programs or activities the District operates or in the District's employment.

Any student, employee, applicant for employment, parent or other individual who believes he or she has been subjected to harassment or discrimination by other students or employees of the District based upon any of the factors listed above should promptly report the same to the principal of the school. You may also contact the District's Equity Compliance Officer/Title IX Coordinator:

Felisha Jackson
508 East 2nd Street
Rome, GA 30161
706-236-5050

The District prohibits retaliation against any person who files a complaint or an appeal, reports instances of noncompliance, discrimination, harassment, intimidation, abusive conduct or bullying, or who participates in the complaint-filing or investigation process. Questions regarding discrimination may alternatively be addressed to either U.S. Department of Education, Office for Civil Rights, or the Equal Employment Opportunity Commission, depending on the status of the complainant.

Revised June 30, 2020

COMPULSORY SCHOOL ATTENDANCE

Georgia's compulsory attendance law requires that every parent, guardian, or other person residing within the 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 State approved education program. (O.C.G.A. § 20-2-690.1).

Excused Absences

- Parent/Guardian and medical notes will be accepted within 3 days of a student's return to school.
- Parent/Guardian notes will be accepted for a maximum of 5 days.
- Absences beyond 5 days require medical notes or other acceptable documentation.

Positive Benefits of School Attendance

- The student becomes a part of the educational and social learning process.
- The student will have the opportunity to develop his/her own areas of interest for life skills.
- The student will be provided opportunities to make career choices.

Consequences of Failure to Comply with the Compulsory Attendance Law

- The student becomes deficient in developing life-long learning skills.
- The student will be referred to the Rome City/ Floyd County Truancy Treatment Team to assist the family in developing a plan to comply with the compulsory attendance law.
- The student is subject to failure.

Penalties for Failure to Comply with the Compulsory Attendance Law

- The student and parents/guardians may be referred to the Floyd County Department of Family Children Services (DFCS) on the grounds of educational neglect.
- The student and parents/guardians will be referred to the school Truancy Team and when necessary to the Floyd County Juvenile Court for truancy.
- The parents/guardians will be subject to fines (\$25 to \$100 per unexcused absence), imprisonment (maximum 30 days per unexcused absence), and/or community service for each day if found to be in violation.

Parent and Student Sign-off page is at the front of Student Handbook.

ELECTRONIC COMMUNICATIONS AND COMPUTING DEVICE USAGE

Rome City Schools is committed to enhancing teaching and learning through the use of electronic communications and computing devices (ECCDs). We continue to allow students to enhance their learning through district-owned computers and devices through our 1-to-1 initiative. In addition, we allow students to Bring Your Own Technology (BYOT) to any school in the district that participates in the BYOT program. The use of ECCDs in schools increases student productivity in and outside the classroom, encourages individual leadership in learning, expands access to learning resources, and helps develop digital citizenship within a structured environment. The 1-to-1 initiative remains the priority of Rome City Schools for the use of technology in the classroom. BYOT is a privilege, not a right, and is only utilized under certain circumstances enacted by the schools individually.

Rome City Schools 1-to-1 Initiative Statement

The Rome City Schools 1-to-1 Initiative will:

- Prepare students to have an understanding that district-provided electronic devices are tools for learning;
- Assist teachers in modeling and educating students on appropriate online behavior (e.g. social media, chat sites, bullying, etc.);
- Ensure lessons integrating the use of district-provided electronic devices are driven by a specific learning outcome aligned to the appropriate curriculum;
- Provide professional development and resources needed for teachers to be successful in the integration of technology in the classroom;
- Develop appropriate support structures that align with the Rome City Schools Acceptable Use Policy;
- Allow unacceptable use of electronic devices to be dealt with accordingly based on the school's discipline policy; and promote the view that the use of technology in the classroom is a curriculum enhancement.

Definition of Electronic Communications and Computing Devices

Electronic communications and computing devices (ECCDs) include all privately owned or school-owned wireless, wired, portable, wearable, or stationary electronic devices. This includes, but is not limited to, computers, cell phones, smartphones, smart watches, other smart technologies, mobile communication devices, tablets, laptops, portable internet devices, personal digital assistants, pagers, hand-held entertainment systems, or portable information systems that can be used for word processing, wired or wireless internet access, image capturing or recording,

sound recording, and information transmitting/receiving/storing, etc.

Internet Access Methods

Only the internet gateway provided by the school through wireless (Wi-Fi) or campus wired networks may be accessed while on campus. Personal internet connection devices, such as, but not limited to, cell phones, mobile hotspots(including school-issued), tethering, or cell network adaptors are not permitted to be used to access outside internet sources at any time while on campus.

Student Network and Cloud Access Accounts (Student handbook)

Rome City Schools provides access to controlled resources for the facilitation of in-class and off-campus classwork, homework, and collaboration. These resources include email accounts, online productivity software applications, and online learning management environments. Email communications for kindergarten through eighth grade are restricted to internal communications only (with other students and Rome City Schools teachers and administrators). Exceptions do apply for the ability to access further online resources. Email accounts for grades nine through twelve have the ability to communicate outside of the Rome City Schools network.

Rome City Schools currently provides an email account to all students through Google Workspace for Education immediately upon enrollment. All student accounts are deactivated upon withdrawal. Graduating senior accounts will remain active for one year from the date of graduation to allow for the transfer of personal school data out of their Rome City Schools account.

All emails, images, videos, and other general data in cloud accounts provided by Rome City Schools are tracked and logged for all students in the district.

All email communications can and will be reviewed and/or recorded without consent or notification in the event that such information is valuable to an active investigation resulting from disciplinary or law enforcement action.

Students are expected to follow the guidelines presented below:

- To use their email account for appropriate educational communications;
- To be considerate of other users and use appropriate language for school situations and communications;
- To immediately report any security problems or breeches of these responsibilities to appropriate school system/school staff;
- To comply with all of the rules and expectations included in the Student Internet Acceptable Use policy, administrative procedure, and internet etiquette; and
- Not to divulge personal information such as addresses and telephone numbers over the Internet.

I understand that I have no right to privacy when I use the Internet at school, and I consent to staff monitoring of my communications.

I also understand that any conduct that is in conflict with these responsibilities is inappropriate and may result in the termination of internet access and possible disciplinary action.

**(Signed and understood in conjunction with the
INTERNET ACCESS AGREEMENT and ROME CITY
SCHOOLS TECHNOLOGY RESOURCE USAGE
AGREEMENT)**

INTERNET ACCESS AGREEMENT

<p>Due to the nature of the Internet, it is neither practical nor possible for the Rome City Schools Board of Education to enforce compliance with user rules at all times. Accordingly, parents and students must recognize that students will be required to make independent decisions and use good judgment in their use of the Internet. Therefore, parents must participate in the decision of whether to allow their student access to the Internet and must communicate their own expectations to their student regarding its use.</p> <p>As a parent/guardian of a Rome City Schools student, I have read the Student Internet Acceptable Use policy and administrative procedure and this Internet Access Agreement.</p> <p>I understand that internet access is provided for educational purposes and that the school will attempt to discourage access to objectionable material and communications that are intended to exploit, harass, or abuse students. However, I recognize it is impossible for the school district to restrict access to all objectionable material, and I will not hold the school district responsible for materials acquired or contacts made on the Internet.</p> <p>I understand that a variety of inappropriate and offensive materials are available over the Internet and that it may be possible for my child to access these materials if he/she chooses to behave irresponsibly or try to circumvent in-place filters and controls. I also understand that it is possible for undesirable or ill-intended individuals to communicate with my child over the Internet, that there are no practical means for the school to prevent this from happening at all times, and that my child must take responsibility to avoid such communications if they are initiated. While I authorize administrators to monitor any communications to or from my child on the Internet, I recognize that it is not possible for the school or district to monitor all such communications. I have determined that the benefits of my child having access to the Internet outweigh the potential risks. I understand that any conduct by my child that is in conflict with these responsibilities is inappropriate, and such behavior may result in the termination of access and other possible disciplinary action.</p>	<p>I have reviewed these responsibilities with my child and I hereby grant permission to the school to provide internet access.</p> <p>I agree to compensate the school district for any expenses or costs incurred as a result of my child's violation of the Internet policy or administrative procedure.</p> <p>I accept responsibility to abide by the Rome City Schools Board of Education Internet Acceptable Use Policy (IFBG) and procedures as stated in this agreement. I understand that the use of the Internet and access to it is a privilege, not a right.</p> <p>I agree:</p> <ul style="list-style-type: none"> ● To use the Internet for appropriate educational purposes and research; ● To use the Internet only with the permission of designated school staff; ● To be considerate of other users on the Internet and use appropriate language for school situations; ● Not to intentionally degrade or disrupt internet services or equipment. (This includes but is not limited to tampering with computer hardware or software, vandalizing data, invoking computer viruses, attempting to gain access to restricted or unauthorized network services, or violating copyright laws); ● To immediately report any security problems or breaches of these responsibilities to appropriate school system/school staff; ● To comply with all of the rules and expectations included in the Student Internet Acceptable Use policy, administrative procedure, and internet etiquette; and not to divulge personal information such as addresses and telephone numbers over the Internet. <p>I understand that I have no right to privacy when I use the Internet at school, and I consent to administrators' monitoring of my communications.</p> <p>I also understand that any conduct that is in conflict with these responsibilities is inappropriate and may result in the termination of internet access and other possible disciplinary action.</p>
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ROME CITY SCHOOLS TECHNOLOGY RESOURCE USAGE AGREEMENT

PURPOSE

Rome City Schools (RCS) provides students access to Chromebooks and other computing devices at all grade levels, as a means to promote achievement, personalize learning, and provide diverse opportunities during the educational experience. This document also describes the possible financial responsibilities that the student, parent, or guardian assumes by signing this agreement.

TERMS OF THE TECHNOLOGY RESOURCE USAGE AGREEMENT

In conjunction with the Rome City Schools Chromebook Policy (see attached), parents/guardians will be responsible for the proper treatment and care of the Chromebook or other device issued to them by the school district.

INCIDENT FEES

There are three categories of financial responsibility; damage, lost, and stolen/not returned. Should repair be required due to a system failure, no fault of the student (i.e., hard drive failure, system board failure), the device will be repaired at no cost.

DAMAGE

Should repair be required due to malicious or exceptional damage of a take-home device or damages deemed to be malicious for a device that is used solely in school, a pricing list has been supplied for various situations under the section "Repair the rs" of the RCS 1-to-1 Computing Device Policy (included in this agreement).

LOST

Should a Chromebook or any other device or any related parts be lost, the full cost of the replacement will be required*

STOLEN/NOT RETURNED

Should a Chromebook or any other device be stolen, Rome City Schools will require that a police report be submitted in cases of theft or the cost of replacement will be required.

* Fraudulent reporting of theft will be turned over to the police for prosecution. A student making a false report will also be subject to disciplinary action as outlined by the school discipline code. If a Chromebook and/ or its accessories are not returned when requested, the full cost of the replacement will be required* or Rome City Schools will file a police report as the Chromebook will be deemed stolen.

*Please see LOST OR DAMAGED CHROMEBOOKS AND/OR CHARGERS section of RCS 1-to-1 Computing Device Policy (BELOW) for repair and replacement costs.

1-TO-1 COMPUTING DEVICE POLICY

The mission of the 1-to-1 program in the Rome City School district is to create a collaborative learning environment for all learners. This environment will enable and support students and teachers to implement transformative uses of technology while enhancing students' engagement with content and promoting the development of self-directed, responsible lifelong learners and users. Students will transition from consumers of information to creative producers and owners of knowledge. We believe technology in schools increases student productivity in and outside the classroom, encourages individual leadership in learning, expands access to learning resources, and helps develop digital citizenship within a structured environment. Technology immersion does not diminish the vital role of the teacher. On the contrary, it transforms the teacher from a director of learning to a facilitator of learning. The School Board, district staff, and community members will all play a key role in the development of effective and high-quality educational experiences.

DEVICE PURPOSE

The Rome City School District is supplying students with a Chromebook device. This device is the property of the Rome City Schools. The supplied instructional device will function to provide each student access to the required educational materials needed in order to be successful.

The Chromebook allows student access to Google Apps for Education, Gmail, educational web-based tools, as well as many other useful sites. The supplied device is an educational tool not intended for gaming, social networking or high-end computing.

The policies, procedures, and information within this document apply to all Chromebooks used at Rome City Schools by students, staff, or guests including any other device considered by the Administration to fall under this policy. Teachers may set additional requirements for Chromebook use in their classrooms.

RECEIVING YOUR CHROMEBOOK

Chromebooks will be distributed each fall during the first or second week of school. Parents & Students must sign and return the Chromebook Policy Sign-off before the Chromebook can be issued to their child.

TAKE-HOME POLICY

The decision to take an assigned device home for academic use shall be authorized by school-level administrators only. This privilege may be revoked at any time without notice or explanation.

STUDENT-OWNED DEVICES (BYOT)

In special circumstances, student-owned laptops, notebook, or tablet computing devices will be allowed (outside purchase instead of a district-supplied device). The Rome City School District is not responsible for damage, loss, theft, or IT issues of student-owned laptops or devices. Students who choose to bring their own personal laptop or device do not rescind the district's right to inspect the laptop or device at any time while on school district property nor do they rescind the district's Internet Usage Policy. Student BYOT privileges may be revoked at any time without notice or explanation.

TRAINING

Students will be trained on how to use the Chrome book by their teachers. Training documents and videos will be available online for students to refer to when needed.

RETURN

Student Chromebooks and chargers will be collected at the end of each school year for maintenance over summer vacation. Any student who transfers out of Rome City Schools will be required to return their Chromebook and accessories. If a Chromebook and accessories are not returned, the parent/ guardian will be held responsible for payment in full or Rome City Schools will file a police report as the Chromebook will be deemed stolen.

TAKING CARE OF YOUR CHROMEBOOK

Students are responsible for the general care of the Chromebook that they have been issued by the school. Chromebooks that are broken or fail to work properly must be taken to the Media Center. If a loaner Chromebook is needed, one will be issued to the student until their Chromebook can be repaired or replaced if one is available. Students are responsible for reporting any notable wear and tear involving their checked-out Chromebook prior to leaving the media center.

GENERAL PRECAUTIONS

- No food or drink is allowed next to your Chrome book while it is in use.
- Cords, cables, and removable storage devices must be inserted carefully into the Chromebook.
- Students should never carry their Chromebook while the screen is open unless directed to do so by a teacher.
- Students are required to keep the protective outer shell case on their Chromebook at all times if supplied with the Chromebook.
- Chromebooks should be shut down or put to sleep when not in use to conserve battery life.
- Chromebooks should never be shoved into a locker or wedged into a book bag as this may break the screen.
- Do not expose your Chromebook to extreme temperatures or direct sunlight for extended periods of time. Extreme heat or cold may cause damage to the laptop.
- Always bring your laptop to room temperature prior to turning it on.

CARRYING THE CHROMEBOOK

The protective case, shell, and edges of the Chromebook will only provide basic protection from everyday use. It is not designed to prevent damage from excessive drops or abusive handling. Carrying the Chromebook in a padded backpack or padded book bag is acceptable provided the backpack or bookbag is handled with care. For example, you shouldn't toss the bag or drop the bag if your Chromebook is inside.

SCREEN CARE

The Chromebook screen can be damaged if subjected to rough treatment. The screens are particularly sensitive to damage from excessive pressure on the screen.

- Do not lean on top of the Chromebook.
- Do not place anything near the Chromebook that could put pressure on the screen.
- Do not place anything in the carrying case that will press against the cover.
- Do not poke the screen.
- Do not place anything on the keyboard before closing the lid (e.g. pens, pencils, notebooks).
- Clean the screen with a soft, dry anti-static, or microfiber cloth or pre-moistened screen cleaning specific wipes. Do not use window cleaner or any type of liquid or water on the Chromebook. You can also purchase individually packaged pre-moistened eyeglass lens cleaning tissues to clean the screen. These are convenient and relatively inexpensive.

USING YOUR CHROMEBOOK

AT SCHOOL

The Chromebook is intended for use at school every day. In addition to teacher expectations for Chromebook use, school messages, announcements, calendars, academic handbooks, student handbooks, and schedules will be accessed using the Chromebook. Students must be responsible for bringing their Chromebook to all classes, unless specifically advised not to do so by their teacher.

AT HOME

If authorized for home use by your school administrators, Chromebooks must be brought to school each day in a fully charged condition. Students need to charge their Chromebooks each evening. If students leave their Chromebook at home, they must immediately phone their parents to bring the Chromebook to school. Repeated violations of this policy will result in referral to administration and possible disciplinary action. It is recommended that students not carry the AC Adapter power cord (charger) to school. If fully charged at home, the battery will last throughout the day.

SOUND

Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes. It's recommended that students bring personal headsets or 'earbuds' for any audio projects they work on.

PRINTING

At School: Chromebooks are not set up for printing at school other than USB printing if available. Students may sign in to their Google account on a media center or classroom computer if they need to print a document. Printing fees may apply. Teaching strategies will facilitate digital copies of homework.

At Home: Chromebooks will support a physical USB printer connection.

MANAGING YOUR FILES AND SAVING YOUR WORK

Students may save documents to their Google Drive, or they may save to an external memory device such as a miniSD card or USB flash drive. Saving to Google Drive will make the file accessible from any computer with internet access. Students using Google Drive to work on their documents will not need to save their work, as Drive will save each keystroke as the work is being completed. It will be the responsibility of the student to maintain the integrity of their files and keep proper backups. Students will be trained on proper file management procedures.

PERSONALIZING THE CHROMEBOOK

Chromebooks must remain free of any writing, drawing, or stickers including the outer protective case. An identification label with the student's name is acceptable on the Chromebooks using blue tape commonly referred to as painting tape. Spot checks for compliance will be done by the administration and Rome City Schools technicians at any time. Students may add appropriate music, photos, and videos to their Chromebook. Personalized media are subject to inspection and must follow the Rome City Schools' acceptable use policy.

CHROMEBOOK SCREEN MONITORING

All Chromebook screen activities and web browsing histories are subject to any-time monitoring by classroom teachers. There is no requirement that teachers notify students when such monitoring may take place. Monitoring through the use of the Chromebook webcam is not possible and will not occur.

SOFTWARE ON CHROMEBOOKS

ORIGINALLY INSTALLED SOFTWARE

Chromebook software is delivered via the Chrome Web Store. These are web-based applications that do not require installation space on a hard drive. Some applications, such as Google Drive, are available for offline use. The software originally installed on the Chromebook must remain on the Chromebook in usable condition and easily accessible at all times. All Chromebooks are supplied with the latest build of Google Chrome Operating System (OS), and many other applications useful in an educational environment. The Chrome OS will automatically install updates when the computer is shut down and restarted. From time to time the school may add software applications for use in a particular course. This process will be automatic with virtually no impact on students. Applications that are no longer needed will automatically be removed by the school as well. Virus protection is unnecessary on the Chromebook due to the unique nature of its design.

ADDITIONAL SOFTWARE

Students are unable to install additional software on their Chromebook other than what has been approved by Rome City Schools.

INSPECTION

Students may be selected at random to provide their Chromebook for inspection. The purpose for inspection will be to check for proper care and maintenance as well as inappropriate material being carried into the school.

PROCEDURE FOR RESTORING THE CHROME OS

If technical difficulties occur, technical support staff will use the "5-minute" rule. If the problem cannot be fixed in 5 minutes, the Chromebook will be restored to factory defaults. In a 1-to-1 environment it is impossible for support staff to maintain a working environment for all if too much time is spent fixing every glitch that may arise. Restoring the Chrome OS will restore the device to the state in which the user originally received it. All students created files stored on an external mini SD card, USB flash drive, or Google Drive will be intact after the operating system is restored. All files saved on the Chromebook that have been synced to Google Drive will be intact. However, all other data (music, photos, documents)

stored on internal memory that has NOT been synced will not be restored unless the student requests that an attempt be made to salvage it. (There is not a guarantee that this is possible in all situations.)

PROTECTING & STORING YOUR CHROMEBOOK

CHROMEBOOK IDENTIFICATION

Chromebooks will be labeled in the manner specified by the school. Chromebooks can be identified in the following ways:

- Record of serial number and asset tag
- Engraved device number
- Individual's Google Account username

Under no circumstances are students to modify, remove, or destroy identification labels.

STORING YOUR CHROMEBOOK

When students are not monitoring their Chrome book, they should be stored in a secure place or in their lockers with the lock securely fastened. Nothing should be placed on top of the Chromebook, when stored in the locker. Students need to take their Chromebook home with them every night.

- ***A Chromebook is not to be stored in a locker or anywhere else at school outside of school hours.***
- ***A Chromebook should be charged fully each night at the student's home.***
- ***A Chromebook should never be stored in a vehicle.***

STORING CHROMEBOOKS AT EXTRACURRICULAR EVENTS

Students are responsible for securely storing their Chromebook during extra-curricular events.

CHROMEBOOKS LEFT IN UNSUPERVISED / UNSECURED AREAS

Under no circumstance should a Chromebook be stored in unsupervised areas. Unsupervised areas include the school grounds and campus, the cafeteria, unlocked classrooms, library, locker rooms, dressing rooms, hallways, bathrooms, extra-curricular bus, in a car, or any other entity that is not securely locked or in which there is no supervision. Unsupervised Chromebooks will be confiscated by staff and taken to the Principal's office. Disciplinary action may be taken for leaving a Chromebook in an unsupervised location.

<p style="text-align: center;">REPAIRS</p> <p>CHROMEBOOKS UNDERGOING REPAIR</p> <p>Loaner Chromebooks may be issued to students when they leave their Chromebook for repair at the Media Center. If repair is needed due to malicious damage, the school may refuse to provide a loaner Chromebook.</p> <p>Repaired Chromebooks will end up with the original factory image as first received. It is important that students keep their school data synced to their Google Drive so documents and class projects will not be lost. Personal information that cannot be replaced should be kept at home on an external storage device. Students and parents will be charged for Chromebook damage that is a result of misuse or abusive handling. Parents will be billed for parts and labor.</p> <p>LOST OR DAMAGED CHROMEBOOKS AND/OR CHARGERS</p> <p>A Chromebook or any of its accessories that are lost (whereabouts unknown) or intentionally damaged is the responsibility of the student and parent involved in the loss of property. The replacement costs are listed below. The user will not be given another device or accessory to use until the replacement cost of the lost/damaged device or accessory is paid to the school.</p> <ul style="list-style-type: none"> ● Replacement of the Chromebook - \$300 ● AC Adapter & power cord - \$30 <ul style="list-style-type: none"> ○ (Amazon/Off Brand Chargers Not Accepted) ● Protective Case - \$25 ● First Damaged Chromebook Offense: \$20 fee ● Each Subsequent Damage Claim During the School Year: \$30 fee <p>CHROMEBOOK TECHNICAL SUPPORT</p> <p>The Media Center at your school will be the first point of contact for the repair of the Chromebooks. Services provided by the Media Center or the Technology Services Department include:</p> <ul style="list-style-type: none"> ● Password Issue Resolution ● User account support ● Coordination of warranty repair ● Distribution of loaner Chromebooks ● Hardware maintenance and repair ● Operating System or software configuration support ● Restoring Chromebook to factory default 	<p style="text-align: center;">RCS INTERNET HOTSPOTS / MOBILE WIFI HOTSPOTS</p> <p>USAGE</p> <p>Under certain circumstances, a student may check out a cellular-based internet hotspot also known as a “jetpack” or a “MiFi” box. This device is to be used by RCS devices only for school-based internet usage. These devices may or may not have content filters in place to prevent access to inappropriate websites. However, RCS-provided Chromebooks do have this feature in place.</p> <p>REPLACEMENT</p> <p>In the case of a lost hotspot device, the replacement cost is \$50.</p>
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ROME CITY SCHOOLS

Student Code of Conduct: Policy JCDA

The Rome City School District's primary goal is to educate, not to discipline. However, when the behavior of an individual student conflicts with the rights of others or interferes with the educational setting, corrective actions may be necessary for the benefit of the individual and the school as a whole.

The purpose of this code is to provide the District's students with an effective and safe learning environment. While the following is an outline of expected behaviors and the consequences relating to various violations, it is not intended to include all offenses for which disciplinary action may be taken since it is not possible to identify every behavior which might result in disciplinary consequences.

Standards of Behavior:

- Respect constitutional authority, including teachers, administrators, bus drivers, and other school employees. This shall include compliance with school rules and regulations and applicable provisions of law;
- Attend school daily, except when excused, and be on time for all classes and other school-day functions;
- Pursue and attempt to complete the course of study prescribed by school authorities;
- Protect and take care of the school's property and the property of others;
- Dress and groom to meet fair standards of health and common standards of decency;
- Avoid the use of indecent or obscene language, both written and oral;
- Avoid conduct that will demean or slander others; and
- Demonstrate respect for self and others.

Scope of the Student Code: The code provisions contained herein shall apply to offenses that students commit while: (1) On school property at any time; (2) Off school grounds while participating in or attending a school-sponsored event, function, or activity; (3) At a bus stop or while traveling on a bus or other vehicle to/from school or used in connection with school-sponsored event, function, or activity; (4) When either the alleged perpetrator or the alleged victim is en route to and/or from school, or to/from a school-sponsored event, function, or activity; (5) Off school grounds when the behavior is in accordance with O.C.G.A. 20-2-751.5(c); (6) Off school grounds when the misconduct is directed at a school employee and is related to the victim's school affiliation; or (7) While using a school technology resource.

Confiscation of Property: Students who have unauthorized materials/objects/contraband will have the items confiscated and returned at the discretion of the administrator. The District assumes no liability for the theft, loss, or damage of items possessed by students on school property or held by school staff during the confiscation period.

District employees will not be responsible for searching for lost or stolen student property.

PART I: AGE APPROPRIATE/PROGRESSIVE DISCIPLINE

The Student Code of Conduct addresses two aspects of creating a positive school learning environment: (1) proactively guiding students to positive behavior, and (2) correcting, redirecting, and rendering consequences as needed to respond to misconduct.

Proactive Guidance for Positive Behavior

Proactive guidance focuses on preventing problems by providing students with meaningful, positive feedback to enhance motivation, engagement, and performance, and teaching expectations at the beginning of each year, reviewing expectations as necessary, and treating minor misbehavior as a learning opportunity.

Teaching desired behaviors to minimize misconduct is based on three principles: (1) All behavior is learned; (2) Any repeated behavior is serving a purpose for the student; and (3) Student behavior can be changed.

Schools proactively teach, reinforce, correct, and supervise student behavior. Proactively teaching and reinforcing positive behaviors greatly reduces the number of subsequent mis conducts, and modeling for students how they are expected to interact and perform in an educational setting improves learning and engagement. Whether guiding, correcting, or rendering consequences for behavior, all staff should: (a) Have high expectations for student success; (b) Build positive relationships with students; (c) Create consistent, predictable school and class routines; (d) Teach students how to behave successfully in all school settings; (e) Provide frequent, positive feedback for appropriate behavior; and (f) Correct misbehavior in a calm, consistent, and logical manner.

School-Level Intervention and Support Process

The Rome City Board of Education supports a framework of tiered interventions for students experiencing behavioral challenges. Students not displaying behaviors designated in the Positive Behavioral Interventions and Supports (PBIS) matrix will be provided tiered interventions in accordance with the Rome City Schools Pyramid of interventions. Each school has a Pyramid of Interventions that is based on the system framework. All students are provided Tier 1 interventions. However, students that experience behavioral challenges after Tier 1 interventions have been implemented with fidelity are provided Tier 2 interventions. If Tier 1 and Tier 2 interventions and consequences are not successful in decreasing students' behavior that disrupts the educational progress of the student and others, Tier 3 interventions are then implemented.

Each school shall send within one school day written notification to the student's parents/guardians of the behavior support services provided in response to a disciplinary action, including how the student's parents/guardians may contact the principal or principal's designee.

Progressive Discipline

The progressive discipline philosophy is designed to create the expectation that the degree interventions and consequences imposed will be in proportion to the severity of the behavior of the student, its impact on the school environment, the student's age and grade level, the previous discipline history of the student, and other relevant factors while ensuring that each student receives the due process mandated by law. Code of Conduct offenses have been divided into three levels with each level representing progressively more serious misbehavior and consequences:

A. Level 1 Discipline: This level is used for minor acts of misconduct which interfere with orderly school procedures, school functions, extracurricular programs, approved transportation, or student learning. Following appropriate teacher intervention, the student may be referred to an administrator.

School Level	Range of Consequences
Elementary (Pre-K to 5th)	Administrative conference to five (5) days of In-School Suspension (ISS).
Middle/High (6th to 12th)	Administrative conference to one (1) day of Out-of-School Suspension (OSS).

B. Level 2 Discipline: This level is for intermediate acts of misconduct that require administrative intervention. These acts include, but are not limited to, significantly interfering with the good order of the school and/or the well-being of others and/or minor damage to property, but which do not seriously endanger the health, safety, or well-being of others.

School Level	Range of Consequences
Elementary (Pre-K to 5th)	One (1) day In-School Suspension (ISS) to five (5) days of Out-of-School Suspension (OSS).
Middle/High (6th to 12th)	One (1) day In-School Suspension (ISS) to five (5) days of Out-of-School Suspension (OSS).

C. Level 3 Discipline: This level is for major acts of misconduct including, but not limited to, repeated misbehavior that is similar in nature, serious disruptions of the school environment, threats to health, safety, or property, and other acts of serious misconduct. These offenses must be reported to the administrator and require parent/guardian participation in a conference with the administrator.

School Level	Range of Consequences
Elementary (Pre-K to 5th)	Three (3) days of Out-of-School Suspension (OSS) to ten (10) days of Out-of-School Suspension.
Middle/High (6th to 12th)	Three (3) days of Out-of-School (6th to 12th) Suspension (OSS) to ten (10) days of Out-of-School Suspension.

A Level 3 discipline response may include a referral to a disciplinary tribunal. The tribunal panel may impose consequences which include long-term suspension, expulsion, permanent expulsion, or assignment to an alternative education program (when such a program is available). The student may also be referred for possible criminal charges pursuant to O.C.G.A. § 20-2-1184.

Administrators will also refer to the District's Discipline Guidelines when determining the appropriate discipline level to use. In case of disciplinary violations not covered by this code, the administrator may impose corrective measures which he/ she believes to be in best the interest of the student and the school. Restitution to the victim may be ordered where there has been damage to property and/or injuries to a person.

The school discipline process should include appropriate consideration of support processes to help students resolve issues that may be contributing to violations to the student code of conduct. These resources may include, but are not limited to, Student Support Team, positive behavioral supports, restorative practices, counseling with a school counselor, school social worker intervention, behavior, attendance and academic contracts and plans, peer mediation, and prevention programs.

NOTE: Any disciplinary action taken against students with disabilities shall be subject to and conducted pursuant to the provisions and protections set forth in Georgia Administrative Procedures Act Rule 160-4-7-.10 et. seq., as amended.

Discipline of Students in Pre-K Through Third Grade

Pursuant to O.C.G.A. § 20-2-742, students in Pre-K through 3rd grade will not be expelled or suspended from school for more than five consecutive or cumulative days during a school year without first receiving a multi-tiered system of supports ("MTSS"), such as response to intervention. If such a student is receiving or has received MTSS, the District has met these requirements. This requirement does not apply if: (1) the student possessed a dangerous weapon/ firearm/hazardous objects as defined in O.C.G.A. § 20-2-751; or (2) the student's behavior endangers the physical safety of other students or school staff.

Special Education Students

Nothing in this Policy shall be interpreted to infringe on any right provided to students by the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

PART II - SUBSTANTIVE RULES

RULE 1. DISRUPTION AND INTERFERENCE WITH SCHOOL

1.1 School and Class Disruption: No student shall, in any manner, by the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause or contribute to the disruption of any lawful mission, process, or function of the school, including a teacher's ability to conduct a class or activity or a student's ability to learn, or engage in any such conduct for the purpose of causing the disruption or obstruction of any such lawful mission, process, or function. No student shall, except under the direct instruction of the principal, block normal pedestrian or vehicular traffic on school campus or adjacent grounds. (Elem/MS/HS Level 1-3)

1.2 Possession of Unapproved Items: No student shall be in possession of any item that does, or has the potential to, disrupt the school environment or affect school safety. Items violating this rule do not include those which meet the definition of Rule 7 ("Weapons and Hazardous Objects") or those that are prohibited under Rule 2 ("Harmful and Illicit Substances"). (Elem/MS/HS Level 1-3)

1.3 Gambling: No student shall participate in any type of gambling activity, as defined by Georgia law, or activity involving the wagering or betting of services, money, or other items. Students may not possess objects to be used in gambling (e.g., dice, cards) without the approval of school staff. (Elem/MS/HS Level 1-3)

1.4 Gang-Related Activity: Student shall not knowingly engage in gang activity on school grounds. No student shall hold himself/herself out as being affiliated with a gang, including displaying gang tattoos or gang symbols. 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. (Elem/MS/HS Level 1-3)

1.5 False Reports: No student shall knowingly and willfully make false reports or statements whether orally or in writing; falsely accuse other students of wrong actions; falsely accuse school staff of wrong action or inappropriate conduct; falsify school records; or forge signatures. No student shall knowingly make or cause a false call to emergency services to be made, including a false fire alarm. (Elem/MS/HS Level 1-3)

1.6 Parties to the Offense: No student shall incite, urge, encourage, counsel, further, promote, assist, cause, advise, procure, or abet any other student(s) to violate any section or paragraph of this Code of Conduct. (Elem/MS/HS Level 1-3)

RULE 2. HARMFUL AND ILLICIT SUBSTANCES

2.1 Tobacco: Rome City Schools is a Tobacco Free School System and RCS students shall not, or attempt to, use, possess, buy, sell, or distribute tobacco, tobacco paraphernalia, or tobacco product substitutes in any form. No student shall, or attempt to, use, possess, buy, sell, or distribute any substance under the pretense that it is a prohibited substance as described in this rule. An electronic smoking device (vaporizers/e-cigarettes/hookahs/etc.) and any electronic smoking-related product or liquid will be classified as a tobacco product regardless of contents, unless said device or product contains, or is suspected to contain, an illicit drug as set forth in Rule 2.3 of this Part. (Elem Level 1-3; MS/HS Level 2-3)

2.2 Alcohol: No student shall, or attempt to, consume, possess, buy, sell, or distribute alcoholic beverages (including related products such as "near" beer, non-alcoholic beer, and non-alcoholic wine coolers). No student shall, or attempt to, consume, possess, buy, sell, or distribute any substance under the pretense that it is a prohibited substance as described in this rule. Legal intoxication is not required for violation of this rule. (Elem/MS/HS Level 2-3)

2.3 Drugs: No student shall, or attempt to, use, consume, possess, buy, sell, or distribute any illicit drugs, narcotics, marijuana, or any substance listed under the Georgia Controlled Substances Act, or any chemical(s) intended to bring about a state of exhilaration or euphoria or of otherwise altering one's mood or behavior. No student shall, or attempt to, use, consume, possess, buy, sell, or distribute any substance under the pretense that it is a prohibited substance as described in this rule. Legal intoxication is not required for violation of this rule. (Elem/MS/HS Level 1-3)

This rule shall not apply to proper possession and or use of a drug as authorized by a medical prescription from a registered physician. Possession of all such medication, including over-the-counter medication, on school property must be in compliance with Policy JGCD. The misuse or unauthorized possession of a prescription drug or over-the-counter drug shall be considered a violation of this rule.

Students who demonstrate a substance abuse problem will be referred to a community substance abuse resource service. Available resources for information, counseling, and treatment can be found at Highland Rivers Health Services at (706) 233-9023, Floyd Medical Center at (706) 509-5000, Georgia Crisis and Access Line at 1-800-715-4225, and through private physicians, counselors, and therapists. Additional information can be obtained from each school counselor.

<p><u>2.4 Drug Paraphernalia:</u> No student shall possess, transmit, store, buy, sell, distribute, or possess with intent to sell any drug-related paraphernalia. Examples of drug paraphernalia include, but are not limited to, bongs, pipes, grinders, scales, plastic baggies, and needles. (Elem/MS/HS Level 1-3)</p> <p>RULE 3. HARASSMENT, THREATS, AND BULLYING</p> <p><u>3.1 Harassment and Threats:</u> No student shall engage in harassment, intimidation, stalking, hazing, or abuse toward any other student(s), school employees, or other adults for any reason. This includes, but is not limited to, offending conduct which is directed toward individuals based on actual or perceived race, creed, color, national origin, religion, sex, age, disability, sexual orientation, gender, gender identity or a physical characteristic.</p> <p>No student shall threaten to harm any other person, to release any hazardous substance, or to burn or damage property with the purpose of (a) terrorizing another; (b) causing the evacuation of a building (whole or part) /bus/place of assembly; (c) causing a serious public inconvenience; or when the threat is made in reckless disregard of causing (a), (b), or (c). (Elem/MS/HS Level 1-3)</p> <p><u>3.2 Bullying:</u> No student shall bully another student. (Elem/MS/HS Level 1-3).</p> <p>Bullying behavior is defined in accordance with Policy JCDA G and O.C.G.A. § 20-2-751.4 as:</p> <ol style="list-style-type: none"> 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: <ol style="list-style-type: none"> a. Causes substantial physical harm or bodily harm capable of being perceived by a person other than the victim and may include, but is not limited to, substantially blackened eyes, substantially swollen lips or other facial or body parts, or substantial bruises to body parts; 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. 	<p>Bullying also includes cyberbullying which can 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:</p> <ol style="list-style-type: none"> 1. Is directed specifically at students or school staff, 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 staff's person or property or has a high likelihood of succeeding in that purpose. <p>NOTE: No person who reports bullying behavior will be retaliated against by RCS or any school staff members. Students who retaliate against others for reports of bullying behavior are subject to discipline which may include enhanced consequences. Students who knowingly file a false report of bullying will also be disciplined.</p> <p>RULE 4. PHYSICAL OFFENSES</p> <p><u>4.1 Assault:</u> A student commits the offense of assault when he or she attempts to cause physical injury to another OR commits an act which places a person in reasonable apprehension of immediately receiving physical injury, but no physical contact is made. (Elem/MS/HS Level 2-3)</p> <p><u>4.2 Fighting:</u> No student shall participate in any type of fighting. "Fighting" is defined as two (2) or more individuals mutually participating in a physical altercation where there is no one main offender. (Elem/MS/HS Level 2-3)</p> <p><u>4.3 Battery:</u> A student commits the offense of battery when he or she either: (a) intentionally makes physical contact of an insulting or provoking nature with the person of another; or (b) intentionally causes physical harm to another. (Elem/MS/HS Level 2-3)</p> <p><u>4.4 Physical Violence Against School Employees:</u> A student shall not commit an act of physical violence against a school employee. Students charged with committing an offense as detailed herein shall be suspended and referred to a disciplinary hearing held before a Tribunal of School Officials. (Elem/MS/HS Level 3)</p> <ol style="list-style-type: none"> a. The term "physical violence" means: <ol style="list-style-type: none"> i. Intentionally making physical contact of an insulting or provoking nature with the person of another; or; ii. Intentionally making physical contact which causes physical harm to another unless such physical contacts or physical harms were in defense of himself, or herself, as provided in O.C.G.A. § 16-3-21.
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<p>NOTE: Any student found by the Tribunal of School Officials to have committed an offense as defined in Paragraph a(i) of Rule 4.4 may be disciplined by short-term suspension, long-term suspension, expulsion, or assignment to an alternative education program (when such a program is available).</p> <p>Any student found by Tribunal of School Officials to have committed an offense as defined in Paragraph a(ii) of Rule 4.4 shall be expelled from Rome City Schools for the remainder of the student's eligibility to attend public school. The Tribunal of School Officials shall include a recommendation as to whether the student may return to RCS and, if return is recommended, a recommended time for the student's return to RCS. At the Board's discretion, the student may attend an alternative education program for the period of the student's expulsion.</p> <p>If the student committing an act of physical violence as defined in Paragraph a(ii) of Rule 4.4 is in kindergarten through grade 8, the Rome City School Board, at its discretion and on the recommendation of the Tribunal, may permit such a student to re-enroll in the regular public-school program for grades 9 through 12. If Rome City Schools does not operate an alternative education program for students in kindergarten through grade 8, the Rome City School Board may, at its discretion, permit such a student to reenroll in the public school system.</p> <p>Any student who is found by the Tribunal of School Officials to have committed an offense as defined in Paragraph a(ii) of Rule 4.4 shall also be referred to Juvenile Court with a request for a petition alleging delinquent behavior.</p> <p><u>4.5 Reckless Behavior:</u> Students shall not engage in rough or boisterous physical behavior. Though often playful and not intended to cause harm, this behavior presents a reasonable risk of harm and/or threatens the safety of others or property. (Elem/MS/HS Level 1)</p> <p>RULE 5. SEXUAL OFFENSES</p> <p><u>5.1 Sexual Misconduct:</u> Students shall not willingly engage in any form of sexual activity or inappropriate sexually based behavior. This includes, but is not limited to, lewd statements or gestures, amorous kissing and other inordinate displays of affection, indecent exposure (such as "mooning"), inappropriate bodily contact or touching (both consensual and non-consensual), or consensual sexual activity. Sexual misconduct does not include a student making intentional and non-consensual physical contact with the intimate parts of another person, as defined in Rule 5.3. (Elem/MS/HS Level 1-3)</p> <p><u>5.2 Sexual Harassment:</u> Student shall not engage in sexual harassment towards another student or a school employee. Sexual Harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical</p>	<p>conduct of a sexual nature which is so severe, pervasive, and objectively offensive that it effectively denies another student's equal access to the District's educational programs and activities or which unreasonably interferes with a school employee's work performance. Sexual harassment also includes sexual assault, dating violence, domestic violence, and stalking. (Elem/MS/HS Level 2-3)</p> <p><u>5.3 Sexual Battery:</u> A student commits the offense of sexual battery when he/she intentionally makes physical contact with the intimate parts of the body of another person without the consent of that person. Intimate body parts include the primary genital area, anus, groin, inner thighs, or buttocks of a male or female and the breasts of a female. (Elem Level 2-3; MS/HS Level 3)</p> <p>RULE 6. PROPERTY RELATED OFFENSES</p> <p><u>6.1 Trespassing:</u> A student may not enter, or remain, on school property after hours or while a school is not operational without express authorization or invitation. A student shall not be present in an unauthorized area of a school without administrator authorization. During school hours or while a school is operational, a student is not allowed to be on the premises of a school in which they are not enrolled without permission from an administrator of the school to be visited. Students may not return to their previous/home school or attend any school function while on suspension, expulsion, or when assigned to an alternative school. (Elem/MS/HS Level 1-3)</p> <p><u>6.2 Vandalism:</u> No student shall cause, or attempt to cause, damage or defacement to property belonging to the school or any other person/entity. (Elem/MS/HS Level 2-3)</p> <p><u>6.3 Theft/Robbery:</u> No student shall take, or attempt to take, or use the property of another with the intent to deprive the owner of its use or benefit. No student shall possess stolen property while on school property. (Elem/ MS/HS Level 1-3)</p> <p>RULE 7. WEAPONS AND HAZARDOUS OBJECTS</p> <p>A student shall not possess, handle, transmit, or cause to be transmitted; use or threaten to use; sell, attempt to sell, or conspire to sell a weapon, either concealed or open to view, on school property. A weapon includes a dangerous weapon, firearm or hazardous object, as further defined below. All weapons shall be confiscated and given to school administrators or law enforcement agencies as appropriate. The disposition of confiscated weapons shall be determined by the Superintendent or his/her designee, in conjunction with law enforcement. There is no exception for students who have a valid legal license to carry a weapon. The definition of "weapon" for purposes of this Code of Conduct is one that includes, but is not limited to, the following items:</p>
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<p><u>7.1 Dangerous Weapon or Firearm (Loaded or Unloaded):</u> “Dangerous weapon” means any weapon which fires explosive or non-explosive rockets or weapon which is designed to explode to injure, kill, destroy armor, or similar weapon used for such purpose as defined in O.C.G.A. § 16-11-121. The term shall also mean a weapon commonly known as a “grenade” or other similar weapon which is designed to explode and injure personnel or similar weapon used for such purpose. “Firearm” means a handgun, rifle, shotgun, or other weapon which will or can be converted to expel a projectile by the action of an explosive or electrical charge. (Elem/MS/ HS Level 3)</p> <p><u>7.2 Weapon – Hazardous Object:</u> Any pellet gun, paint pellet gun, or BB gun, nonlethal air gun, stun gun, taser or any similar weapon that does not meet the definition of a weapon under 7.1 “Dangerous Weapon or Firearm”; any Bowie, Dirk, machete, switchblade knife, ballistics knife, any other knife having a blade of two (2) or more inches; any razor blade (e.g., straight, regular, retractable, etc.); box cutter; any bludgeon (e.g. billy club, night stick, club); any firearm muffler or firearm suppressor; “look-alike” bomb; any “martial arts” device or flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely (e.g., nunchakus, or fighting chain, etc.); any disc of whatever configuration with at least two points or pointed blades which is designed to be thrown or propelled (e.g., oriental dart, throwing star, etc.); miscellaneous devices such as swords, sword/knife canes, ice picks, chains, bow and arrows, knuckles made of metal, thermoplastic, wood or other similar material, objects placed on fingers, in hands, or on fists or knuckles to provide a “loaded fist,” etc., or any tool or instrument which the school administration could reasonably conclude as being used as a weapon or intended by the student to be used as a weapon and thus a violation of the intent of this Code of Conduct. (Elem/MS/HS Level 2-3)</p> <p><u>7.3 Other Weapons:</u> Any knife or instrument having a blade of less than two (2) inches, any “look-alike” firearm, toy guns, or plastic disposable razor or slingshot. (Elem/MS/HS Level 1-3).</p> <p style="padding-left: 40px;">Note: Please use Rule 1.2 (Possession of Unapproved Items) for items such as pepper spray, smoke bombs, stink bombs, fireworks, cigarette lighters, matches, or similar devices.</p> <p>NOTE: The Gun-Free School Act of 1994 (20 USC 3351) requires school systems to expel students for NOT LESS THAN ONE YEAR for possession of a firearm. The Superintendent may modify this requirement only on a case-by-case basis.</p> <p>RULE 8. BUS BEHAVIOR</p> <p>While riding on a school bus or other school-provided transportation, students are prohibited from making noise, using lights or reflective devices, or acting in any other manner so as to</p>	<p>interfere with the bus driver’s ability to operate the vehicle. No student shall interfere with another student’s ability to safely ride the bus and without harassing or loud distractions. Students shall not use any electronic device during the operation of a school bus without the use of headphones or earbuds. Any electronic device that is distracting to the bus operator or may interfere with the operation of the bus is prohibited. Students must keep all body parts inside the bus at all times and are prohibited from throwing items into, within, out of, or at a bus. (Elem/MS/HS Level 1-3 and/or suspension from the bus for a specified time).</p> <p>If a student, while riding on a school bus or other school-provided transportation commits an offense which is a violation of any other Rule under this Part, then they may receive additional penalties as specified under the applicable rule. If a student has been found to have engaged in battery, acts of physical violence, bullying, or physical threats on the school bus, a meeting of the parent or guardian of the student and appropriate school staff is required to execute a bus behavior contract for the student. The contract must provide for progressive age-appropriate discipline, penalties, and restrictions for student misconduct on the bus.</p> <p>RULE 9. STUDENT INCIVILITY</p> <p><u>9.1 Offensive Language and Materials:</u> No student shall use any type of profane, vulgar, obscene, disrespectful, or ethnically/culturally offensive language (written or oral) or gestures. No student shall possess or distribute profane, vulgar, pornographic, obscene, disrespectful, or ethnically/culturally offensive materials. (Elem/MS/HS Level 1-3)</p> <p><u>9.2 Insubordination:</u> Students shall comply with all reasonable directions or commands of school staff members. This may include, but is not limited to, the directions of a school staff member for the student(s) to go to a location or remove themselves therefrom. No Student shall refuse to identify his/herself to school staff members. (Elem/MS/HS Level 1-3)</p> <p><u>9.3 Academic Dishonesty:</u> Cheating, plagiarism, and other acts of academic dishonesty are strictly prohibited. No student shall cheat, or attempt to cheat, in any form, whether using the ideas, knowledge, words, or visual images of another individual. Violation of this rule will also result in loss of credit for the work involved in the violation. (Elem/MS/HS Level 1-2)</p> <p><u>9.4 Attendance:</u> No student shall be late, absent, or skip from school or from any class or other required school function during required school hours unless said student has a valid excuse. All students must comply with Georgia’s attendance requirements under O.C.G.A. § 20-2-690.1 and RCS Policy JB. (Elem Level 1; MS/HS Level 1-2; Possible referral to Truancy Treatment Team for all grades)</p>
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<p>9.5 Dress and Grooming: A student shall not dress, groom, or wear or use emblems, insignias, badges, or other symbols where the effect thereof is to distract unreasonably the attention of other students or otherwise to cause disruption or interference with the operation of the school. The principal or other duly authorized school official shall determine whether any particular mode of dress, apparel, grooming, or use of emblems, insignias, badges or other symbols results in such interference or disruption as to violate this rule, and shall give notice of such interference or disruption, and its cause, to all students by announcement or posting at the school. (Elem/MS/HS Level 1-2)</p>	<p>is illegal or subversive to good order and discipline in the schools, even though such behavior is not specified in the preceding written rules. (Elem/MS/HS Level 1-3)</p>
<p>RULE 10. TECHNOLOGY OFFENSES</p> <p>10.1 Recording: Students shall not use audio or visual recording devices without first obtaining the permission of a school employee. This includes, but is not limited to, using devices to photograph, or record misbehaviors or to violate or harass the rights and privacy of others. (Elem/MS/HS Level 1-2)</p> <p>10.2 Hacking: Students will not attempt to alter, destroy, waste, or disable RCS technology resources including, but not limited to, computers and related equipment, school data, the data of others, or other networks connected to the RCS's computer systems. Hacking also includes the attempt to access or circumvent passwords or other security-related information of RCS, students, or school staff. Actual or attempted hacking is strictly prohibited. (Elem/MS/HS Level 1-3)</p> <p>10.3 Piracy: Students shall not copy computer programs, software, or other technology provided by RCS. Downloading unauthorized files and installing pirated software on RCS computer(s) is also prohibited. (Elem/MS/HS Level 1-3)</p> <p>10.4 Inappropriate Material: Students will not use any technology resources to access, distribute, or display any inappropriate material. "Inappropriate material" does not serve an instructional or educational purpose and includes, but is not limited to, material that is profane, vulgar, sexually explicit, advocates violence or illegal acts, contains knowingly false or defamatory information, or is otherwise harmful to minors as defined by the Children's Internet Protection Act. (Elem/MS/HS Level 1-3)</p>	<p>PART III: RULES FOR DISCIPLINARY CONSEQUENCES</p> <p>Section 1. Investigations and Searches: In order to maintain a safe and orderly environment, the principal or designee of each school in the District is authorized, pursuant to Policy JCAB, to conduct reasonable interviews, interrogations, and searches of students in order to properly investigate and address student misconduct. Principals or designees may interview or interrogate students without prior notice or permission of parents/guardians. If a series of offenses occur and/or discovered at a given time, all offenses should be investigated and addressed simultaneously in the course of an investigation. Students who may have been witnesses to misconduct may be asked to provide oral or written statements regarding what they know about the event being investigated without prior notice or permission of parents/guardians. Principals or designees are not required to conduct an investigation before suspending the student when he/she reasonably believes that immediate removal of the student is necessary to restore order or to protect persons on the school grounds.</p> <p>The principal or designee of each school may search the person or property (including vehicles) of a student, with or without the student's consent, whenever the principal or designee reasonably believes that the search is required to discover evidence of a violation of law or of school rules. The extent of the search will be governed by the seriousness of the alleged infraction and the student's age. This authorization to search shall also apply to all situations in which the student is under the jurisdiction of the Board. In the event that a search of student's person, personal possessions, school-provided storage space, or vehicle reveals that the student is concealing material, the possession of which is prohibited by the Student Code of Conduct or by federal, state, or local law, school staff may confiscate said material and may notify law enforcement authorities or other agencies. Confiscated contraband including, but not limited to, suspected illegal drugs, weapons, or other harmful items shall be forwarded to law enforcement.</p>
<p>NOTE: Students shall not violate policies, rules, or agreements signed by the student or the student's parent or legal guardian regarding the use of technology resources.</p>	<p>Section 2. Sending a Suspended Student Home During the School Day: When a student is suspended, the principal or designee shall attempt to reach the student's parent/legal guardian to inform them of the school's action and to request that they come pick up their child. If the parent/guardian is unable to come for their child, or if the principal cannot reach the parent/guardian, the student must remain on school property until the close of the school day. High school students who drove to school that day may be immediately released.</p>
<p>RULE 11. OFF-CAMPUS BEHAVIOR</p> <p>Any off-campus behavior of a student which could result in the student being criminally charged with a felony and which makes the student's continued presence at the school a potential danger to persons or property at the school or which disrupts the educational process. (Elem/MS/HS Level 2-3)</p> <p>RULE 12. BEHAVIOR NOT COVERED ABOVE</p> <p>The school system reserves the right to punish behavior which</p>	

Notwithstanding this requirement, the principal or designee may remove a student from school property when he/she reasonably believes that immediate removal of the student is necessary to restore order or to protect persons on the school grounds. The removal of a student from class by the teacher, principal, or designee for the remainder of the subject period or school day shall be considered a temporary dismissal and not the first day of suspension.

Section 3. Limitation on Principal's Power to Suspend: If the principal or designee investigates a student's alleged misconduct and decides to take disciplinary action, they must investigate and take action on all alleged misconduct known to them at that time. Consequently, the most serious action that the principal or designee can take on his/her own authority for any and all misconduct by a particular student, known to him/her at any one time, is to give a ten (10) day out-of-school suspension with a referral to the Tribunal of School Officials.

Section 4. Detention: Teachers and/or school administrators may assign detention (D-Hall) as a consequence of inappropriate student behavior. D-Hall is held outside of normal school hours and a student assigned detention must make his/her own arrangements for transportation. When a student is assigned D-Hall, parents shall be notified in advance by school authorities.

Section 5. In-School Suspension: In-School Suspension ("ISS") is a disciplinary measure that permits the student to attend school but prohibits him/her from attending his/her regular classes. Students assigned to ISS are not permitted to participate in or attend any school-sponsored event, function, or activity on the date(s) of their ISS assignment. Classwork assignments are sent to the student by his/her teachers. If the parent/guardian objects to a student's ISS placement, other disciplinary consequences, including out-of-school suspension, may be assigned. Assignment of ISS shall be in accordance with District Policy JDD.

Section 6. Short-Term Suspension and Long-Term Suspensions: A student is suspended when he/she is denied the right to attend school. A suspension for not more than ten (10) consecutive school days is a Short-Term Suspension. A suspension for more than ten (10) consecutive school days is a Long-Term Suspension. The assignment of short-term suspension shall be in accordance with District Policy JDD and the provisions of this code. The assignment of long-term suspension shall be in accordance with District Policy JCEB and the provisions of this code. As a supplement and/or alternative to long-term suspension, the principal or designee may refer the student for placement at an alternative education program when such a program is available. Such a referral must be in accordance with District Policy JCEB and Part IV of this code.

While suspended, the student may not be on District property nor may the student be allowed to participate or attend any school-sponsored event, function, activity, or graduation.

During the time of the suspension, if school is not in session due to inclement weather or other reasons, the suspension time will be extended to cover any days missed. If a student's suspension carries over the summer from one academic year to the next, the student must request permission from the principal in order to participate in any school-sponsored summer activities. Even if permission is given by the Principal, if the activity is a Georgia High School Association (GHSA) sanctioned event then GHSA by-laws will apply. Students who commit additional offenses during the summer are subject to additional penalties.

Section 7. Expulsion: A student is expelled when he/she is removed from all District property, activities, and events for a definite or indefinite period of time. Students who are expelled are withdrawn from the District on the date of the expulsion and they may not turn in make-up work or earn school credits. The expulsion of a student shall be in accordance with District Policy JCEB and the provisions of this code.

PART IV - STUDENT DISCIPLINARY TRIBUNALS

The Rome City Schools Board of Education has authorized the creation of a Tribunal of School Officials who will convene to conduct a hearing when a student is alleged to have committed: (a) An alleged assault or battery by a student upon a teacher or other school official or employee; (b) An alleged act of bullying has occurred for the third time in a school year; or (c) A Code of Conduct violation for which the student's principal or designee recommends long-term suspension, expulsion, or placement in an Alternative Education Program.

Disciplinary tribunals are governed by District Policy JCEB and O.C.G.A. § 20-2-750 et seq. Tribunal hearings must be held no later than ten (10) school days after the beginning of the suspension unless the school system and the student's parent/guardian/attorney mutually agree to an extension. Both the District and the student are afforded an opportunity to present and respond to evidence, to examine and cross-examine witnesses, and have the right to be represented by legal counsel. While all tribunal hearings are electronically recorded, they are confidential and are not open to the public.

The Tribunal of School Officials ("Tribunal Panel") will determine whether the student was in violation of the Student Code of Conduct. The burden of proof is by preponderance of the evidence (more likely than not) and shall be on the District. If the student is found to have violated the code, the Tribunal Panel shall then determine the appropriate punishment to be imposed they may consider the student's entire student record and other evidence received at the hearing in support of, or in opposition to, the District's recommended punishment. All decisions of the Tribunal Panel shall be determined by a 2/3 majority, but the individual votes of the officials are not disclosed.

The decision of the Tribunal Panel shall be final unless either party should appeal the decision to the Rome City Schools Board of Education within twenty (20) calendar days from the date the decision is rendered. The Board will consider the appeal in executive session and no new evidence and no oral argument may be presented to the Board on appeal. All consideration will be confined to the record of the proceedings at the tribunal hearing and the written appellate arguments, if any, filed by the parties. Any party may appeal the decision of the Rome City Schools Board of Education to the State Board of Education pursuant to O.C.G.A. § 20-2-1160 (b) through (f).

In the event, the student (18 years or older)/parent/guardian does not wish to contest the alleged violations of the Student Code of Conduct for which a disciplinary hearing has been requested, the Student, by and through the parent/guardian if applicable, may voluntarily accept the consequences prescribed by the school by signing a Waiver of Disciplinary Hearing form. The waiver must be signed by the student, by and through the parent/guardian if applicable, and a school administrator and shall be approved by the Superintendent or designee. The decision to waive the hearing shall be final and cannot be appealed by the school or the student.

PART V: REPORTING REQUIREMENTS

Teachers are required to report, in accordance with O.C.G.A. § 20-2-737 and District Policy JDF, any 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 his/her class or with the ability of the students in his/her class to learn. Teachers shall report any such incidents to the principal or the principal's designee within one school day of the most recent occurrence of such behavior. Such report shall not exceed one page and shall describe the behavior. The principal or the principal's designee shall, within one day of receiving such report, send to the student's parents or guardians a copy of the report, and information regarding how the principal or the principal's designee may be contacted.

In addition to discipline of students by the District, student conduct may be reported to appropriate law enforcement authorities pursuant to O.C.G.A. § 20-2-1184. Some Student Code of Conduct violations may also result in criminal charges. School disciplinary action will be independent of any criminal or juvenile court decisions.

PART VI: REMOVAL OF DISRUPTIVE STUDENTS

Teachers have the authority to remove from the class a student who repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn, where the student's behavior is in violation of the Student Code of Conduct, provided that the teacher has previously filed a report pursuant to the Reporting Requirements section of this Code,

or determines that such behavior of the student poses an immediate threat to the safety of the student's classmates or the teacher. Principals will implement the District's removal process in Policy JDF (Teacher Authority to Remove Students from the Classroom) and will fully support the authority of every teacher in his/her school to remove a student from the classroom pursuant to O.C.G.A. § 20-2-738.

PART VII: PARENTAL INVOLVEMENT PROCESS

Parental involvement processes are designed to enable parents, guardians, teachers, and school administrators to work together to improve and enhance student behavior and academic performance. These processes are aided when parents and guardians 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.

The student code of conduct shall be distributed to each student and the student's parents or guardians during the first week of school and upon enrollment of each new student. The parents shall be requested to sign an acknowledgment of the receipt of the code of conduct and return promptly the acknowledgment to the school. The student code of conduct shall be available in the school office and each classroom.

PART VIII: CLUBS AND ORGANIZATIONS

The names of student clubs and organizations, the mission or purpose of such clubs or organizations, the names of the club's or organization's contacts or faculty advisors, and a description of past or planned activities will be available in school provided information and/or on school websites for each school. This information is updated periodically throughout the year.

PART IX: GLOSSARY

Alternative Education Program / Alternative School – An educational setting for students who have exhibited chronic disciplinary behaviors, violated the student behavior code, or transitioned from a detention setting. **This program is offered virtually until further notice.**

Board – Rome City Schools Board of Education.

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

Code / Code of Conduct – The District’s Policy JCDA (Student Code of Conduct).

Detention (D-Hall) – A work/study session outside of regular school hours. Student makes arrangements for transportation.

Disciplinary Tribunal / Tribunal of School Officials - A three-member panel composed of three administrators which hears evidence presented by the school system, the student, and parents when a student is referred by the local school principal or his/her designee. The tribunal panel has the authority to make decisions ranging from returning the student to the local school to permanent expulsion of the student.

District – Rome City School District (RCS).

Expulsion – The removal from all District property, activities, and events for a definite or indefinite period of time. Schoolwork may not be made up or credit given.

In-School Suspension (ISS) – A disciplinary measure that permits the student to attend school, but prohibits him/her from attending his/her regular classes. Students assigned to ISS are not permitted to participate in extracurricular activities on the date of their ISS assignment. Classwork assignments are sent to the student by the teachers.

Long-Term Suspension - A suspension for more than ten (10) consecutive school days.

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 handbook.

Possession: – Having an article under one’s control at school, to and from school, or at school functions. Possession may be accomplished by having an article in one’s car, locker, clothing, bookbag, or having the article in the aforementioned.

Prescription Drug – A drug (medication) authorized by a registered physician and prescribed for the student. Student or parent should inform the school of the use of medically prescribed drug.

School Staff / School Employee – The terms include any person employed or otherwise authorized by Rome City Schools including, but not limited to, a teacher, student teacher, administrator, school bus driver, resources officer, or other school official or employee, wherever he or she may be found. This term shall also include volunteers.

Short-Term Suspension – A suspension for not more than ten (10) consecutive school days.

Suspension (OSS) – A denial to a student of the right to attend school and to take part in any school function for a definite period of time.

Transmission – The act of passing any substance, article, or weapon prohibited by this discipline policy.

ROME CITY SCHOOLS STUDENT HANDBOOK

ADDRESSES and PHONE NUMBERS

It is imperative that the school office have a parent's/ guardian's current address and telephone number at all times.

This is particularly important in cases of emergency. Please notify the school immediately when changing an address, telephone number, or place of employment. It is essential to have your home number, work number, and emergency telephone number of someone we can contact about a child, if we cannot reach the parents.

If we find that this procedure is not followed, then a referral will be made to the Rome City Schools Social Services Director.

ATTENDANCE (GENERAL)

Consistent attendance each day, all day, is necessary for progress in school. Something important is missed whenever a child is absent. A written excuse explaining the reason is required for each absence and each tardy. If a child is tardy, a parent must send a note or come into the office in person. Parents should not request that a child be excused unless it is absolutely necessary. If possible, medical, dental, and other appointments should be made for non-school hours and during school breaks.

Parents should not take their children out of school before the regular dismissal time except in cases of extreme importance. A written request for early dismissal from the parent to the teacher will greatly aid in planning your child's activities for the day.

A student who is taken out of school before dismissal time is considered tardy.

A student will not be permitted to leave school premises during the school day unless called for at the office by a parent or guardian. **If someone other than a parent or guardian is to take the child out of school prior to dismissal, the parent must write a note to the teacher or school office specifying who has been given this responsibility. The persons indicated on the registration sheet may also pick up children.**

ATTENDANCE — GEORGIA STATE COMPULSORY ATTENDANCE LAW

Georgia's compulsory attendance law requires that every parent, guardian, or other person residing within the 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 State approved education program. (O.C.G.A. § 20-2-690.1).

Excused Absences

- Parent/Guardian notes will be accepted within 3 days of a student's return to school.
- Parent/Guardian notes will be accepted for a maximum of 5 days.
- Absences beyond 5 days require medical notes or other acceptable documentation.

Positive Benefits of School Attendance

- The student becomes a part of the educational and social learning process.
- The student will have the opportunity to develop his/her own areas of interest for life skills.
- The student will be provided opportunities to make career choices.

Consequences of Failure to Comply with the Compulsory Attendance Law

- The student becomes deficient in developing life-long learning skills.
- The student will be referred to the Rome City/Floyd County Truancy Treatment Team to assist the family in developing a plan to comply with the compulsory attendance law.
- The student is subject to failure.

Penalties for Failure to Comply with the Compulsory Attendance Law

- The student and parents/guardians may be referred to the Floyd County Department of Family Children Services (DFCS) on the grounds of educational neglect.
- The student and parents/guardians will be referred to the school Truancy Team and when necessary, to the Floyd County Juvenile Court for truancy.
- The parents/guardians will be subject to fines (\$25 to \$100 per unexcused absence), imprisonment (maximum 30 days per unexcused absence), and/or community service for each day if found to be in violation.

BEHAVIOR – STUDENT

The school will provide a safe and secure environment for every child. Every child will enjoy an environment which is conducive for learning. No child will infringe on another child's right to learn. No exceptions will be made. In order for these expectations to be met, there are certain rules that students must follow.

Please refer to the Rome Board of Education policies including the Student Code of Conduct which is printed in this handbook.

BULLYING

The physical or emotional intimidation of one student to another will not be tolerated. Every child has the right to come to school without being harassed. Threats of any kind will be taken seriously. Students will be disciplined if they bully another student on the way to school, on campus, on the bus, or on the way home from school. Disciplinary action may also be necessary if off-campus behavior results in a disruption to the school environment. **Bullying incident report forms are available at each school and the district office.**

BUS TRANSPORTATION/PRIVILEGES

Bus transportation will be provided to the students to the school for the district they live. Rome City Schools provides transportation at no cost to the students. Extreme care must be taken to provide safe transportation for children.

During the school year, your child will be taught a bus safety unit that was developed by the Georgia Department of Education transportation department. This will include activities such as videos, PowerPoints, and other safety ideas. Students are encouraged to ride the bus. Students who come to school on the bus should return home on the bus unless a note from the parent is brought to school by the student with instructions for alternative transportation home.

Students are responsible for their behavior on the bus. School rules and Board Policies are in effect while students are riding the bus. Students who misbehave on the bus will be disciplined as if they were misbehaving in the classroom. Students may additionally be suspended from riding the bus for a period of time.

Please remember that the bus driver is in charge of the bus. Any misconduct on the part of a student will be reported to school officials.

CHILD ABUSE/NEGLECT REPORTING

The State of Georgia requires that any principal, teacher, staff member or school official report all cases of suspected child abuse or neglect of children under the age of 18. The law also requires the reporting of injuries or neglect of minors and provides immunity for those reporting in good faith and provides a penalty for violation of the law.

CHILD FIND

Rome City Schools has an obligation under the Individuals with Disabilities Education Act to identify, locate, and evaluate all children from birth through the age of 21 who reside within the school district and are suspected of having disabilities that may result in the need of special education and related services. Rome City Schools serves children from ages 3 through 21 with identified special education needs. Children from birth to age 3 will be referred to the appropriate agencies for services. For more information concerning eligibility criteria and referral procedures, contact the Rome City Schools Special Education office at 706-236-5050.

COMPREHENSIVE HEALTH EDUCATION INSTRUCTION Georgia law (O.C.G.A. § 20-2-143) and the Georgia Department of Education mandate that "Each local board of education shall prescribe a course of study in sex education and AIDS prevention instruction." The Rome Board of Education has elected to place this instruction, as appropriate, within the context of its biology, health, character education, and guidance curricula.

In accordance with the current law requiring sex education in Georgia public schools, the State Board rule allows any parent or guardian of a child to whom a course of study in sex education is to be taught to elect, in writing, that the child did not receive the instruction. This letter should be received by the principal by September 30, 2019. Sex education materials approved by the health advisory committee will be available for review at the school, by appointment, beginning September 19, 2019.

DROP-OUTS

When a student desires to drop out of school after the age of sixteen, he/she must have the written permission of his/ her

parent/legal guardian within two school days of receiving notice of the intent of the student to withdraw. The purpose of the conference is to share with the student and parent/ guardian educational options available and the consequences of not earning a high school diploma.

FIELD TRIPS

Throughout the year, students leave school on field trips with particular learning objectives which correlate with classroom instruction.

Students are encouraged to eat a school sack lunch on all field trips.

Parental Permission for Field Trips

The parent will receive, well in advance, an outline of the trip with the purpose, time, and place clearly explained. It is the responsibility of the student to take the note home, have it signed by the parent or guardian, and to return it to the school in advance of the trip. Without a signed permission slip, the student **cannot** leave for a trip. Permission by telephone cannot be granted.

Field trips are an extracurricular activity. Students may lose the privilege of participating if they have had discipline concerns. A student may lose the privilege of going on the field trip up until the actual departure time. Misbehavior on a trip may result in the child missing future trips.

Parents Accompanying Students on Field Trips

Parents wishing to accompany students on any field trip must have participated in the Rome City Schools Volunteer Training prior to the field trip and provide their own transportation. These sessions are offered numerous times throughout the school year. Certification remains active for 3 years and must be renewed.

GIFTED PROGRAM

Students, grades kindergarten through twelve, in the Rome City Schools who demonstrate a high degree of intellectual, motivation and/or creative abilities, and/or excel in specific academic fields may be provided with special instructional services. Eligibility criteria for placement in this program are determined by the Georgia Board of Education. Referrals for consideration for eligibility for gifted services may be made by teachers, counselors, administrators, parents or guardians, peers, self and other individuals with thorough knowledge of the student's abilities. For a summary of eligibility criteria or for further information about Rome City Schools Program for Gifted Students, please contact the Gifted Program teacher at your child's school or visit the district website.

GRADING SCALE (ROME CITY SCHOOLS)

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

GUIDANCE AND COUNSELING SERVICES

The guidance counselor works with students, parents and the school staff to help students achieve maximum growth mentally, emotionally, and socially. Students may contact the counsel or.

parents or guardian if under the age of eighteen prior to withdrawing. Prior to accepting such permission, a school administrator will have a conference with the student and	The counselor sees students on an individual basis and in small groups and conducts classroom guidance activities.
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<p>HEAD LICE MANAGEMENT</p> <p>Schools will take an active role in education about head lice and its prevention. The following procedures have been developed for dealing with the head lice problem.</p> <ol style="list-style-type: none"> 1. Children showing active symptoms will be checked by the school nurse or his/her designee. 2. The parent will be asked to pick up any student who has nits/lice present. An information sheet can be provided to inform parents about how to get rid of the infestation. The child having head lice will be excluded from class until he or she is picked up, treated, and lice/nit free. Students will be excused for that one day. 3. When the hair has been properly treated and the nits/lice removed, parents must bring the child to school with evidence of treatment used to be rechecked by the school nurse or school staff. Please note that students cannot ride the bus until they have been checked and cleared for return to class. If no head lice/ nits are found, the child will be readmitted to class. If the school nurse determines that an infestation remains, the parent must continue treatment at home until the nurse clears the child to return to class. 4. Per Rome City Schools attendance policy, a maximum of 3 days per school year are excusable due to nit/ head lice. Chronic or recurring cases that result in excessive absences will be referred to the attendance officer and/or school social worker. <p>JUVENILE COURT COLLABORATION</p> <p>The success of a student's educational experience is directly related to the quality of the teaching provided by the school system while the student is on campus; that is the responsibility of the school.</p> <p>But the student's educational success is also directly related to the involvement of the parent insuring that the student's educational needs are met both while the student is at home and while the student is at school. The parent thus has a responsibility to their child to ensure coordination of the school's educational plan for the student with efforts made at home to entitle the child to an effective education. Any parent who fails to meet this responsibility is depriving the child of his/ her right to an education.</p> <p>Under certain circumstances the student's teacher or school may find it necessary to request a school conference with the parent in order to coordinate the teacher's efforts at school with that of the parent's effort at home. These conferences are deemed necessary to ensure that the student benefits from the school's educational plan for that student.</p> <p>Every child has a right to an education, and under the law, is a deprived child if that education is not provided. It is the position of the Rome City Schools that parents have a responsibility to ensure that their child receives an effective education. To that end, it is the further position of Rome City Schools that school conferences with parents are necessary to ensure the student's right to an education. Therefore, it is the responsibility of the parent to attend all requested school conferences. It is also the parent's responsibility to participate in such conferences and to perform such actions as are listed in the plan to ensure the</p>	<p>The failure of the parent to attend school conferences or the failure of the parent to participate in, or cooperate with the educational plan developed at such conferences will result in a referral to the Floyd County Juvenile Court or DFCS for action against the parent(s) for educational deprivation of their child.</p> <p>MEDICINE</p> <p><u>Prescription Medication at School</u></p> <p>The parent or guardian is responsible for transporting medication to the school office in its original container clearly labeled with student's name. It must be in the most recent prescription bottle. The parent or guardian is responsible for completing any needed paperwork for medication to be given at school. Medication in an unlabeled container, an old prescription bottle, a bottle that has a name other than the student's or expired medication will not be accepted.</p> <p>Medications should all be stored in a school clinic or in an office in a locked cabinet as designated by the principal. Exceptions to this would be inhalers, epi-pens, or diabetes medication that has a physician order requiring the student to keep medication with them. The school must have a copy of this physician's order on file.</p> <p><u>Over-the-Counter Medications</u></p> <p>Over-the-counter medications (such as Tylenol, Advil, Dimetapp, etc.) will need to be provided by the parent if needed by a student while at school. It should be brought to the office by parent or guardian. It will need to be accompanied with a note from a physician stating what medication is for, dosage and frequency, and a note from the parent. Over-the-counter medication will also be kept in nurse's clinic or an office in a locked cabinet as determined by the principal. Medication must be brought in the original labeled bottle. We will not accept expired medication.</p> <p>MULTI-TIERED SYSTEM OF SUPPORT</p> <p>Rome City Schools (RCS) is a Multi-Tiered System of Support (MTSS) system. MTSS is an organizational and prevention framework that guides the RCS implementation of multi-level supports to achieve academic and behavioral success for all students. MTSS is data-driven, allowing for the use of Screenings and Progress Monitoring to identify and predict students who may be at risk for poor learning outcomes or who experience social/emotional needs, and/or behavioral concerns that impact learning.</p> <p>MTSS is implemented in all RCS schools for academics and for behavior. Schools are encouraged to stay up-to-date with best practices through professional learning and success stories from across the RCS district. The MTSS elements of high-quality instructions, balanced assessment, and collaboration, are embedded with culturally responsive practices and are supported by RCS leadership. MTSS also provides the framework and structure for system initiatives, programs, and tools to be implemented within a school. The RCS initiatives of Positive Behavior Interventions and Supports (PBIS), social-emotional learning, restorative practices, TBRI and trauma-sensitive schools, mental health, and culturally responsive teaching are all</p>
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MTSS AND MULTI-LEVEL SYSTEM OF SUPPORT

Within the MTSS framework, MTSS allows systematically providing student support along a continuum of intensity levels. The level of intensity is based on student understanding of instruction and intervention both academically and behaviorally. Within RCS, the multi-level system of support is a three-tiered structure designed to maximize student achievement in the general education setting. All students are supported through the RCS MTSS structure of support and instruction.

Tier 1: Whole Group

Tier 1 is high-quality, standards-based, differentiated instruction that ALL students receive from the general education teacher.

Tier 2: Provided to students needing additional support

Tier 2 includes academic interventions in addition to core instruction. General education teachers provide individualized targeted interventions for at-risk students. Teachers and school support staff including school psychologists, school social workers, and school counselors typically provide tier 2 behavioral (PBIS) interventions.

Tier 3: Intense interventions

In addition to high quality, standards-based, differentiated instruction, students receive targeted interventions with increased duration and intensity, frequent progress monitoring, with clearly defined goals provided by general education teachers or other trained teachers. Tier 3 interventions support students whose performance (academic or behavioral) as supported by Tier 2 progress monitoring data reinforce the need for Tier 3.

PARENT/TEACHER CONFERENCES

Conferences are held twice a year. It is the responsibility of the parents to attend these scheduled conferences and any other conferences necessary for the success of the student.

We must protect instructional time. Therefore, all conferences must be scheduled. Drop-in meetings will not be allowed. Teachers will not be interrupted during class time to take phone calls from parents or to meet with parents who were not previously scheduled. Teacher planning times will be made available. You may call the school at any time to arrange a phone conference or to schedule a meeting.

PBIS

Positive Behavioral Interventions and Supports (PBIS) is a decision-making framework that guides the selection, integration, and implementation of research-based behavioral practices and interventions. PBIS is a process for creating safer and more effective schools. It is a systems approach to enhancing the capacity of schools to educate all children by developing research-based, school-wide, and classroom behavior support systems. The process focuses on improving a school's ability to teach and support positive behavior for all students. Rather than a prescribed program, PBIS provides systems for schools to design, implement, and evaluate effective school-wide,

The Georgia Department of Education recognizes Rome City Schools as a successful PBIS School District as all schools within the RCS district meet criteria to be named a PBIS school and all have received advanced PBIS ratings from the GaDOE.

PROMOTION AND RETENTION

Refer to Grading and Promotion Criteria page at the back of the student agenda and Board Policy IHE (Promotion and Retention) found on the district website.

SCHOOL CLOSINGS (EMERGENCY)

When inclement weather occurs, district administrators will decide early if school will open. This decision should be broadcast on the local radio stations and Atlanta TV stations. Information will also be posted on our website, Facebook, Twitter, and Power School. Please do not call the school or Central Office. Those phone lines must be kept open to contact those who may live out of range of our local radio stations.

SCHOOL NUTRITION PROGRAM

Rome City Schools offers breakfast and lunch at no cost to all of Rome City students regardless of their income.

Each school offers a nutritious hot breakfast daily. Students are also offered cereal, 100% juice, fresh fruit, and milk daily. Start your child's day off right with a nutritious meal at no cost to you.

Although we encourage all students to consume a cafeteria lunch, your child may bring his/her lunch. If so, we encourage you to pack nutritional meals and minimize "junk" food. Children are not allowed to bring cans or bottles of soda (Coke, etc.). No chewing gum is allowed at school.

Students (and parents/visitors) may not bring or have delivered "fast food" from McDonald's, Burger King, Pizza Hut, etc. Please don't ask for exceptions to this policy.

SECTION 504

Section 504 prohibits discrimination against individuals with disabilities. On September 25, 2008, the President signed the Americans with Disabilities Act Amendments Act of 2008 (ADA AA). The Act, effective January 1, 2009, emphasizes that the definition of disability should be construed in favor of broad coverage of individuals to the maximum extent permitted by the terms of the ADA. This ensures that the child with a disability has equal access to an education and allows the child to receive accommodations and modifications if needed.

Under Section 504, a student must be determined to: (1) have a physical or mental impairment that substantially limits one or more major life activities; or (2) have a record of such impairment; or (3) be regarded as having such impairment. Students' eligibility for a 504 plan depends on whether or not their physical or mental disability severely impacts major life activities that can include but is not limited to:

- Breathing
- Self-care
- Hearing, seeing, or speaking
- Eating or sleeping
- Lifting or bending

<p>classroom, non-classroom, and student-specific plans. PBIS is a team-based process for systematic problem-solving, planning, and evaluation.</p>	<ul style="list-style-type: none"> • Thinking, concentrating, or learning • Walking or standing
<p>SEVERE WEATHER & SAFETY DRILLS</p> <p>Rome City Schools is entrusted to provide a safe and secure learning for approximately 6,500 students. Due to this task, the school system works diligently to collaborate with local government and community partners to take necessary steps while planning for potential emergencies through the creation of our Emergency Operations Plan (both system-wide and school specific). Rome City Schools is focused on being prepared for man-made, natural, and technological hazards and threats. The school system's preparedness is based on prevention, protection, mitigation, response, and recovery.</p> <p>As part of the mitigation process, Rome City Schools schedules routine emergency exercises. This is in order to help students, faculty, and staff become accustomed to the different actions necessary to eliminate or reduce the threat of injuries or loss of life and lessen the possibility of property damage in the event of an actual emergency. Fire drills, severe weather drills, civil threat drills, and medical emergency drills are examples of exercises that are practiced throughout the school system on a regular basis.</p> <p>Emergency exercises serve an important purpose. The more our schools are trained on their Emergency Operations Plan, the more effectively they will be able to act before, during, and after an emergency to lessen the impact on life and property. Exercises also provide opportunities to practice with our local government and community partners (e.g., first responders, local emergency management personnel). It is a priority of Rome City Schools to provide a safe and secure learning environment for each of our students. This priority will continue to drive our system to develop effective and practical methods of safety and security for our educational environment.</p> <p>STUDENT ILLNESSES</p> <p>District policy reflects the recommendations of the Centers for Disease Control for controlling the spread of flu and other communicable diseases.</p> <p>If a student has a fever of 100 degrees or more during the school day, a parent or guardian will be required to pick up the student.</p> <p>School clinics are not equipped to keep an ill student for a prolonged period of time. If a parent is unable to pick up a child, another adult may be authorized to do so in emergencies by notifying the School Nurse or the Attendance Office.</p> <p>Please remember that students must be fever-free for 24 hours before returning to school, without the aid of fever-reducing medications (i.e., Tylenol, Advil, cold medications containing acetaminophen). The CDC defines fever as 100 degrees or more. Thus, a student who has a temperature of 100 or more in the evening should not attend school the next day.</p> <p>TESTING</p> <p>Administrators, testing coordinators, test examiners, and proctors have gone through extensive training on test security, distribution and collection of testing materials, administration of the test, and professional ethics. If there is a breach of testing security, professional ethics, improper handling of materials, or improper administration of the tests, the state has provided procedures that will be followed. The procedures include an</p>	<p>For more information regarding testing security, please contact the district's testing office at 706-236-5050.</p> <p>For more information regarding testing, including our district calendar and state parent resources, please visit our district website. For specific information about testing in your school, please contact your child's school.</p> <p>TITLE I</p> <p>Title I is a federally-funded program for elementary, middle, and high schools. Through Title I, money is given to school districts around the country based on the number of low-income families in each district. Each district uses its Title I money for extra educational services for children most in need of educational help. The focus of the Title I program is on helping all students meet the same high standards expected of all children.</p> <p>The following schools are Title I Schoolwide program schools:</p> <ul style="list-style-type: none"> • Anna K. Davie Elementary • West Central Elementary • East Central Elementary • West End Elementary • Elm Street Elementary • Main Elementary • Rome Middle School • Rome High School <p>The Rome City School District is constantly striving to improve the educational program for our students. Your feedback and input are vital in continuous school improvement. Parents are invited to share their thoughts, comments, questions, and concerns regarding each of the following important items:</p> <ul style="list-style-type: none"> • the district's improvement plan (CLIP), • the school-level improvement plan (SWP/SIP), • the district's Parent and Family Engagement Plan, • school level Parent and Family Engagement Plan • budgeting of 1% parent involvement funds, and • the School/Parent Compact. <p>You may provide your feedback at any time by contacting your school principal, the district Title I office at 706-236-5050, or by filling out a feedback form located in each school office, the district office, or on the school and district websites. These forms may be returned to your school office. Additionally, please be sure to fill out the parent survey annually in January. This survey will be sent home on paper and will be available electronically. We take pride in hiring excellent teachers in Rome City Schools. We strive to ensure all of our teachers and paraprofessionals are professionally qualified. If a school has hired a teacher who has been assigned or has taught for four or more consecutive weeks without the applicable state certification or licensure requirements including local professional qualifications, the school must notify parents in a timely manner. You have a right to request information regarding your child's teacher's professional qualifications. In compliance with the requirements of the Every Student Succeeds Act, the Rome City School District would like to inform you that you may request information about the professional qualifications of your student's teacher(s) and/or paraprofessional(s).</p>

The following information may be requested.

- Whether the student's teacher -
 - has met State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
 - is teaching under emergency or other provisional status through which State qualifications or licensing criteria have been waived; and
 - is teaching in the field of discipline of the certification of the teacher.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you wish to request information concerning your child's teacher's and/or paraprofessional's qualifications, please contact your school principal or the district Title I office at 706- 236-5050.

If you have a question, concern, comment, or complaint regarding Title I, you may fill out a complaint form located in each school office, the district office, or available on the school and district websites. This form may be turned in to the school or district office. Please contact the Title I office at 706-236-5050. Information regarding complaint procedures can be found on the district's website.

VISITORS

You are encouraged to visit and volunteer at your child's school. However, all visitors must receive permission from the school office before going to any other part of the building or school grounds and wear a visitor's badge while in the building. **Visitors must check into the school office before going to a classroom.**

VOLUNTEERS

Each year, many parents and community residents assist in the instructional program not only by volunteering their time to work in the library, clinic, and with special area teachers, but also by sharing their special areas of expertise in the classroom. Please contact the school if you are interested in serving as a volunteer - either regularly or on special occasions.

We do require all volunteers to participate in the Rome City Schools Volunteer Training prior to volunteering at the school. These sessions are offered numerous times throughout the school year.

WATER SAFETY AND SWIMMING LESSONS

Water safety and swimming skills are crucial life-saving abilities that every individual, especially children, should acquire. Drowning is a significant cause of accidental deaths, and being prepared in and around water can prevent tragic incidents.

Rome City Schools is dedicated to promoting water safety. Here are some places where you can enroll your child swimming lessons:

- Rome YMCA: The YMCA offers swimming lessons for both kids and adults. Their certified instructors emphasize water safety and ensure a positive learning experience. Visit www.ymcarome.org for more information.

Remember, it's never too early or too late to learn how to swim. Whether you are a parent looking to enroll your child or an adult seeking to enhance your swimming skills, taking swimming lessons can be a life-changing decision that ensures safety and enjoyment around water.

WITHDRAWING A STUDENT

When withdrawing a student from school, **please notify the school office several days in advance.** This will enable teachers to complete all records prior to the student's last day in school.

We will provide you with a "transfer form" sheet. This form should be hand carried to your child's new school so proper placement may be made. Your new school will then request your child's record.

Parent and Student Sign-off page is at the front of Student Handbook.

The Rome Board of Education does not discriminate on the basis of race, color, national origin, age, religion, sex, or disability in education programs, activities, or employment. Persons seeking information regarding Section 504/ADA, Title IX, or related issues should contact: Superintendent, Rome City Schools, 508 E. Second St., Rome, Georgia 30161.

Grading & Promotion Criteria

<p>For Elementary Schools:</p> <ol style="list-style-type: none"> 1. In KINDERGARTEN, because the skills are developmental in nature, to be promoted a kindergarten student must meet or master the performance standards on the majority of the elements that are assessed by the Georgia Kindergarten Inventory of Developing Skills (GKIDS) by the end of the school year. 2. In GRADES 1 and 2, a student must pass English/ language arts/reading and mathematics to be considered for promotion. 3. In GRADES 3, 4, 5, and 6, a student must pass mathematics, English language arts/reading, and either science or social studies to be considered for promotion. <p>For Rome Middle School:</p> <ol style="list-style-type: none"> 1. Students will receive a grade each nine weeks in all courses. The two nine-week grades will be a record to determine the semester grade. Then the semester grades will be averaged to determine a grade for the year. 2. For a student to be promoted to the next grade level, he/she must pass: <ul style="list-style-type: none"> • English language arts and mathematics • 3 of the 4 academic classes 3. According to RCS Board Policy JBC (4) unit credit shall be awarded for courses successfully completed in the middle grades that meet 9-12 state requirements under the following conditions: <ul style="list-style-type: none"> • Courses must be based on the state-adopted curriculum for grades 9-12 approved by the State Board of Education. • Grades where high school credit is earned 	<p>while a student is in middle school shall become part of the student's transcript but shall not be used in the calculation of school grade point averages, class rankings, Honor Student status, Valedictorian, and Salutatorian standings. These grades may not be included in HOPE GPA calculations per state rules.</p> <ul style="list-style-type: none"> • The final grade earned for a high school course taken in middle school will include any applicable End-of-Course Assessments weighted at 20% of the overall grade. This grade shall be entered on the high school transcript and unit credit awarded for passing the class. If the final grade is failing, the student must re-take the course and applicable EOC assessment to obtain overall passing grade. <p>For Rome High School:</p> <ol style="list-style-type: none"> 1. To be promoted to the 10th grade, a student must have earned five (5) Units. 2. To be promoted to the 11th grade, a student must have earned eleven (11) Units. 3. To be promoted to the 12th grade, a student must have earned seventeen (17) Units and the ability to graduate at the end of the year, based on previous coursework. <p>All students entering high school in 2011 or after must meet graduation requirements as specified in Rome Board of Education Policy IHF AND are required to take all End of Course (EOC) assessments. All EOCs will count as 20% of the overall grade in each course. If the combined course grade and EOC grade result in an overall failing grade, the student must retake the course AND the EOC assessment associated with the course to obtain an overall passing grade.</p>
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Attendance Policy

The Rome City Schools Board of Education considers regular school attendance essential for educational progress. A student must maintain regular school attendance in compliance with Board Policy (JB) to be considered for promotion.

ROME CITY SCHOOLS 2023-2024 SCHOOL CALENDAR

July 2023						
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August 2023						
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September 2023						
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October 2023						
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31						

JULY

4.....Independence Day / School District Closed
 19-21.....New Teacher Orientation
 24-27.....Pre-Planning
 28.....First Day of School

AUGUST

30.....Progress Reports
 31.....Flexible Learning Day/ Staff Development

SEPTEMBER

1.....Independent Learning Day
 4.....Labor Day / School District Closed
 29.....End of First Nine Weeks

OCTOBER

5.....Report Cards
 9-13.....Fall Break / Schools Closed
 16.....Flexible Learning Day / Parent Conferences

NOVEMBER

9.....Progress Reports
 20-24.....Thanksgiving Holidays / Schools Closed
 23-24.....School District Closed

DECEMBER

15.....End of Second Nine Weeks
 15.....Flexible Learning Day / Staff Development
 18-29.....Winter Holidays / Schools Closed
 22-29.....School District Closed

JANUARY

1.....New Year's Day Observed / School District Closed
 2-3.....Teacher In-Service / Schools Closed
 4.....Report Cards
 4.....Resume Classes
 15.....MLK, Jr. Observance / School District Closed

FEBRUARY

1.....Progress Reports
 16.....Independent Learning Day
 19.....Presidents Day / School District Closed
 20.....Teacher In-Service / Parent Conferences / Schools Closed

MARCH

7.....End of Third Nine Week
 14.....Report Cards
 15.....Independent Learning Day
 18.....Schools Closed
 19.....Teacher In-Service / Schools Closed

APRIL








8-12.....Spring Break / School District Closed
 18.....Progress Reports

MAY

22.....Last Day of School
 22.....End of Fourth Nine Weeks
 23-24.....Post-Planning
 25.....Rome High School Graduation
 27.....Memorial Day / School District Closed

JUNE

19.....Juneteenth / School District Closed

	New Teacher Orientation		Independent Learning
	First Day/Last Day of School		Pre/Post/In-Service
	Schools Closed		RHS Graduation
	Flexible Learning Day		

January 2024						
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March 2024						
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April 2024						
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June 2024						
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