



Georgie D. Tyler Middle School
“Home of the Titans”

Grades 6, 7, & 8

STUDENT-PARENT HANDBOOK 2017-2018

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THIS HANDBOOK BELONGS TO:

Name _____

Address _____

Grade ____ **Homeroom Teacher** _____ **Bus Number** ____

Telephone Number _____ **Emergency Number** _____

Philosophy of Georgie D. Tyler Middle School

We believe that the middle school should recognize the uniqueness of the transition from childhood to adolescence. The middle school will better provide an opportunity to achieve mastery of basic skills as well as acquire basic knowledge. In view of the physical, mental, emotional and social characteristics of the preadolescence, the middle school's purpose is to promote the development of a self-confident, responsible individual who can move into an adult role in our changing society and be a self-reliant, self-supporting contributor to that society.

We believe that we must provide for the diverse needs of all students through shared responsibility. Collaborative support of school, home, and community is essential in order to develop a positive self-image and to foster academic, social, and personal growth.

We dedicate ourselves to the formulation and implementation of programs that provide for child-centered instruction relevant to middle school students. In this process, we shall identify and help shape their present and future lives.

SCHOOL VISION

To create a learning environment that will enable every child to discover his or her unique gifts and talents.

SCHOOL MISSION

To enhance and expand on each child's unique gifts and talents to ensure every child is college, career and life ready.

MINUTE OF SILENCE (Code of Virginia 22.1-203)

In order that the right of every pupil to the free exercise of religion be guaranteed within the schools and that the freedom of each individual pupil be subject to the least possible pressure from the Commonwealth either to engage in, or to refrain from, religious observation on school grounds, the school board of each school division shall establish the daily observance of one minute of silence in each classroom in the division. During such one-minute period of silence, the teacher responsible for each classroom shall take care that all pupils remain seated and silent and make no distracting display to the end that each pupil may, in the exercise of his or her individual choice, meditate, pray, or engage in any other silent activity which does not interfere with, distract, or impede other pupils in the like exercise of individual choice.

Students who fail to comply with this policy will be disciplined in accordance with The Student Code of Conduct.

Student Regulations and Information

ATTENDANCE PROCEDURES

All students who meet the requirements of the Virginia State Compulsory Attendance Laws, who are residents of the Windsor school district, and who are not physically or mentally incapacitated for school attendance, shall be expected to be in regular attendance unless excused by the School Board and the court. Students who are absent must bring a valid note stating the reason for absence upon returning to school. Notes are due the day a student returns from an absence. Forged notes will be subject to disciplinary action. Students have a five (5) day grace period after an absence to bring in an excused note. After the five (5) day grace period, notes will not be accepted and absences will be recorded as unexcused.

The Isle of Wight County Attendance Policy for middle school students is as follows: **middle school students shall not be promoted to the next grade nor granted credit for a course if unexcused absences from school or from a class which earns high school credit total more than ten (10) days.**

The attendance policy sets limits on student absences, and its provisions are designed to discourage truant and delinquent attendance patterns. Some reasons for absences worthy of consideration include:

- * Illness supported by a doctor's certificate or note
- * Notes from parents approved by the principal
- * Court appearances supported by a copy of court order
- * Severe illness or death in the immediate family
- * Observances of recognized religious holidays
- * Contagious disease
- * Extremely inclement weather
- * Other circumstances approved by the principal.

DIRECTORY INFORMATION

The parent must fill out an emergency contact form providing the school with the child's full name, address, telephone number, and date of birth. The full name of the parents also must be provided along with the parent's address, home telephone number, and a telephone number where the parent may be reached during school hours, and the name and telephone number of a person authorized to act in an emergency in the absence of the parent. **The emergency contact form must be turned in within the first five days of enrollment.**

Unless a parent makes a written request for the principal to restrict the release of student information within the first five days of enrollment, a student's name, address, picture, grade assignment, clubs, athletic activities, and honors and awards will be considered directory information, may be publicized, and may be released upon request by persons providing proper identification. Such persons may include newspaper reporters, college recruiters, athletic recruiters, and representatives of organizations which present recognized honors and awards.

The principal or the principal's designee must be notified when a change in name, address, and telephone number occurs. Telephone changes include disconnection and/or a new telephone number for an emergency contact.

TARDY TO SCHOOL

A student who is tardy to school must sign in at the main office and receive an admittance slip before reporting to class. Students are considered tardy if they arrive after 7:40 a.m. **Oversleeping, car trouble, or missing the bus is not considered a valid reason for an excused tardy.** Excessive tardies to school may result in disciplinary action.

Students who accumulate unexcused tardies to class per nine weeks will be subject to the following disciplinary action:

- 2 tardies – teacher notifies parent and student that next tardy will result in a referral.
- 3 tardies – teacher referral – 3 days lunch detention & parent contact
- 6 tardies – teacher referral – 1 day ISS & parent conference with administrator
- 9 tardies – teacher referral – 2 days ISS & parent contact
- 12 tardies – teacher referral – 3 days ISS & parent contact
- 15 tardies – teacher referral – 1 day OSS & parent conference with administrator

EARLY DISMISSALS

Students shall be released only by request and authorization of parent or guardian. Requests for early dismissal are submitted to the attendance clerk. Requests must include reason for early dismissal and phone number where

parent can be reached to verify request. Upon approval by an administrator, the request shall be honored.

Note - Not all early dismissals are considered an 'excused' absence.

"Georgie D. Tyler Middle School is a closed campus." A closed campus means that once students come on school grounds, they must remain on school grounds until their regular dismissal time. Leaving school grounds at any time without permission is a violation of discipline policy."

VISITORS

Visitors are welcome but are required to report to the main office, sign in, and obtain a visitor's pass from an administrator or his/her designee.

DISCIPLINE

Each teacher has established procedures for monitoring the behavior of students. Parents and students will be made aware of these procedures. Should a student continue to struggle with following procedures set forth by the classroom teacher, the student will be referred to an administrator for further disciplinary action. Students who are referred can expect one of the following depending on the offense:

1. Administrative Detention 2:40 p.m. – 3:30 p.m.
2. In-School Suspension 7:45 a.m. - 2:35 p.m.
3. Out-of-School Suspension

Students who commit more serious offenses may be recommended for long-term suspension, or expulsion. Students and parents should refer to the Standards of Student Conduct for further information.

INTERNET USAGE

Access to e-mail and the Internet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with Internet users throughout the world. Access to network systems of any kind is given to students who agree to act in a considerate and responsible manner. Access is a privilege and not a right, and it entails responsibility. **The Internet usage form must be signed by the student and the parent, before a student is allowed to use the Internet at the start of each year.**

DROP-OFF INFORMATION

Buses load and unload in the designated area at the back of the school. **No private vehicles are allowed in this area.** Parents must pick up or drop off students in front of the school.

MORNING PROCEDURES

Students may not arrive to school before 7:20 a.m. as school faculty and staff will not be available for supervision. Upon entering the building, students may go to their lockers, to breakfast, or to the restroom. To go any other place in the building before homeroom, students must have permission from their homeroom teachers. Once the tardy bell rings at 7:40 a.m., students must be in their designated homerooms. Students may not roam the halls.

BUS PASSES

Bus passes will not be issued at anytime during the school year. Exceptions are as listed:

1. exiting the bus at Windsor High School for a sport activity.
2. if the student rides the same bus as the student they wish to go home with.
3. after school care that has been set up prior to the start of the school year.
4. extreme emergencies (to be determined by an administrator)

STUDENT PICK-UP

Parents or guardians must come into the main office to sign his/her child out from school. A student that is signed out before the end of the school day will have the day counted as an early dismissal. When a student is signed out, the parent or guardian may be required to provide a picture ID before the student will be released. Anyone that is not on the student's emergency contact form may not pick up a student without prior written parent permission.

At dismissal, students will be released to the front of the building for those who are being picked up.

CAFETERIA SERVICES

Lunch forms are available to determine the qualification of free and reduced priced lunches. Students are not allowed to use the vending machines. The following rules and procedures are to help reduce the cost of operating the cafeteria, to promote the safety of all involved, and to provide a pleasant and wholesome atmosphere during lunch periods:

- All money will be collected in the cafeteria.
- Students may prepay for their meals.
- Students are not to run to or in the cafeteria.
- Students are to conduct themselves in an appropriate manner in the cafeteria and are to remain seated during and after their meal.
- All students are to respect the other students' rights and privileges by not breaking or cutting in the line while waiting to be served.
- The serving line should be single file and move quietly to help the cafeteria personnel function more efficiently.
- After eating lunch, all students should remove all trash from the table and take their trays to the proper location in the cafeteria.

GUIDANCE

The guidance office is open from 7:25 a.m. to 2:35 p.m. All students have an opportunity to visit with our counselor during the school year. Students are not allowed to go to the guidance office without a hall pass issued by their teacher. The guidance counselor is not responsible for therapeutic counseling.

MIDDLE SCHOOL GRADING PROCEDURES

Middle school teachers shall provide students in grades six (6) through eight (8) letter grades in subjects taught for a full semester or year. Those subjects are the academic subjects and high school credit exploratories.

An example of a standard follows:

Middle school teachers must have at least thirteen grades in the roll book for each student in each subject during the grading period. A weighted grade reflects the importance of the learning activity to the learning results. Learning activities and weighted values shall be as follows:

<u>Learning Activities</u>	<u>Weighted Value</u>
Tests, Projects, Essays	33%
Quizzes, Presentations, Labs	33%
Classwork, Learning Activities, Reflections	33%

Semester and final year grades shall be given in middle school. The two (2) nine-weeks grades shall be averaged together to determine the final grade in one-semester courses. The four (4) nine-week grades shall be averaged to determine the final grade for year-long courses.

Grades are given using alpha letters correlated to a numerical score range. The new grading scale is as follows:

Letter Grade	Numerical Score Range
A	93 – 100
A-	90 – 92
B+	87 – 89
B	83 – 86
B-	80 – 82
C+	77 – 79
C	73 – 76
C-	70 – 72
D	65 – 69
F	64 or below

Grades are recorded numerically in the teacher's grade book in PowerSchool. Parents are provided with a password in order to view their child's grades in all subjects. In you do not know your password, contact the office. Parents are strongly encouraged to check their child's grades regularly.

CONFIDENTIALITY OF SCHOOL RECORDS

School records are protected under School Board policy JO and under the Federal Educational Rights and Privacy Act (FERPA). Record information is made available only to persons with a need to know as outlined in policy JO or to persons with court orders seeking disclosure.

PROMOTION AND RETENTION

A student in grades six through eight who meets attendance guidelines and who is recommended by the teacher will be promoted to the next grade if two of the following criteria are met:

- Earns a passing grade in the four (4) core academic areas of English, Mathematics, Science, and History.
- Passes the Standards of Learning test for English (RLR and writing) and Mathematics.
- Passes all but one of the required SOL tests.

A student in grades 6-8 who does not meet the criteria will be required to participate in interventions designated by the principal and Child Study Team. Interventions may include:

- Summer school
- Before and after school tutoring
- Participation in special remedial course offerings
- Remediation during regular instructional day
- Retention in grade
- Next grade placement with remediation indicated

SPECIAL PROGRAMS AND SERVICES

Generally, teachers are expected to make instructional adjustments to meet the needs of students whose special needs require special instructional and behavioral strategies. When classroom interventions fail and it becomes evident that a student requires a special program or service to meet a student's specific needs, the classroom teacher, parent, or other person with knowledge of those special needs may refer a student to the Child Study Team for instructional and/or behavioral intervention strategies to be implemented by school-based support staff.

The Isle of Wight County Schools offers special programs for students with special needs as indicated by the results of educational, social, medical, and psychological tests. Based on the evidence, a committee of school and division personnel determines whether a student should remain in the regular program or whether a student is eligible for the gifted and talented program, an alternative education program, or a special education program.

Any teacher, parent, or community person who believes a child needs special instructional accommodations or is in need of a special program or service to meet specific needs should contact the school principal or designee. Parents with questions about special programs and services should contact the school principal or designee.

CHARACTER EDUCATION

Each school board shall establish, within its existing programs, a character education program in its schools. The purpose of the character education program shall be to instill in students civic virtues and personal character traits so as to improve the learning environment, promote student achievement, reduce disciplinary problems, and develop civic-minded students of high character. The basic character traits taught may include trustworthiness, respect, responsibility, fairness, caring, and citizenship.

LIBRARY

The library is open from 7:25 a.m. to 2:50 p.m. A hall pass is required upon entering the library. Students may check out two books at a time for a one-week period and they may be renewed. Lost or damaged materials must be paid for.

PERSONAL PROPERTY

Students should put their names on all items of personal property, i.e. notebooks, etc. Lost items should be reported immediately to the main office. In general, you should not borrow belongings of other students. It is strongly recommended that no valuables be left in the gym locker rooms at any time. Students are discouraged from bringing large sums of money to school. Please make certain your student immediately checks the school's lost and found when an item is missing. The school does not keep items in lost and found for more than two weeks. They will then be donated to a charitable organization. **NOTE: Bringing valuables to school is highly discouraged by the administration. The school is not responsible for reimbursing the student for lost or stolen items.**

LOCKERS

All students are provided lockers as a convenience for storage of books, supplies, coats, jackets, and the like. Students may go to their lockers on a schedule established by their teachers. ***Lockers are the property of the school, not the individual student; therefore, slogans, signs, stickers, posters, and writing inside or outside of the lockers is prohibited.*** Lockers should be kept clean and orderly, free of trash, old papers, food, etc.

RESTROOMS

Restrooms are not places to loiter. Everyone is encouraged to do all that is possible to keep those areas clean. The teacher establishes restroom breaks, unless there is an emergency.

STUDENT ACTIVITIES

Georgie D. Tyler Middle School offers various clubs and after school activities such as; Junior Beta, Great Computer Challenge, Basketball Club, Art Club, etc. While 8th grade students are eligible to participate in Junior Varsity sports at Windsor High School, any questions or concerns regarding Junior Varsity (JV) sports should be directed to the high school athletic director.

CODE OF CONDUCT

A copy of the school division's *Standards of Student Conduct* is distributed separately. It contains specific information concerning expectations and rights. Parents and students should read and understand its contents thoroughly. **A parent's signature is required on the *Standards of Student Conduct* as a means of acknowledging receipt of this form.** All students must return the required form indicating this has been done within the first five days of enrollment.

CLINIC

Clinic services are available from 7:20 a.m. to 2:50 p.m. All students must have their clinic pass to be admitted to the clinic. If a student needs to take medication (prescription medication or over-the-counter) a parent must bring the medication, in the original container, to the nurse before school. All medications must be left in the clinic. Before it can be administered to a student, the parent and physician must complete the parental request form. *Parental Request - Medicine Administration* forms are available for those students. **The nurse or other school personnel will contact the parent if a child needs to go home. Students who call parents from unauthorized phones may be subject to disciplinary action. All students must have an emergency form on file in the clinic at the beginning of each new school year.**

BUS RULES

Students have the privilege of using the transportation services at GTMS. Rigid standards of discipline must be maintained at all times. All students and parents must read, sign, and return the *Rules and Regulations for Students Riding School Buses* form. Students riding on school buses equipped with video/audio monitoring systems are subject to be taped.

Parents and students are encouraged to use the school bus for transportation to and from school. **However, if private transportation is used and the student is late to school, the tardy is unexcused.** If the school bus is late to school, we assume the responsibility and the tardy will be excused.

Luggage on wheels and extra large backpacks on wheels pose a significant hazard on school buses. An extra large backpack is one wider than the bus aisle or which the owner cannot carry. In the event of a sudden stop, these items can cause injury to individuals, block the emergency evacuation aisle, and damage the bus. Therefore, they are not to be transported on Isle of Wight County school buses. The principal or designee must approve exceptions due to extenuating circumstances in advance.

TEXTBOOKS

Textbooks are provided free of charge to students for use during the school year. Students are expected to care for the books they receive. Fees will be assessed for damaged or lost books.

TELEPHONES

Students in middle school are learning to take on more responsibility. One of these responsibilities is to remember to bring all necessary items to school. **Students will not be called to the telephone during school hours.** In cases of emergencies, messages will be delivered through the school office. Frequent use of the

telephone by students interferes seriously with their work and with the smooth operation of the school. **Teachers will not allow students to leave class to use the telephone. The only exception will be if a student has a medical emergency.**

SAFETY DRILLS

Several safety drills will be conducted throughout the course of the school year. Drills that will be administered are: fire, bus evacuation, tornado, and lockdown. Everyone will move in an orderly and silent manner to his or her assigned area. If the fire alarm rings when students are in the hallways, they should leave through the nearest exit. **Setting off a false alarm or phoning in a false alarm threat to the school is a violation of the law.**

STUDENT BEHAVIOR

Students are expected to conduct themselves in an appropriate and non-disruptive manner during all school activities. This includes classroom, cafeteria, assemblies, auditorium, field trips, hallway, bus, night activities, etc. All governing rules of the agenda and standards of student conduct (including the school dress code), apply at all school functions.

DRESS CODE

Dress guidelines are designed to promote a standard of appearance that complements the learning environment.

- * Shoes and shirts must be worn at all times.
- * Dresses, skirts, or shorts are permitted as school attire as long as when the student stands, the bottom of the attire extends from the waist to below the fingertips (even when tights, leggings, or “jeggings” are worn). Skirts with slits that are above the extended fingertips may not be worn. Biker shorts and Soffee shorts are prohibited.
- * Items of clothing that expose midriffs or bare shoulders (i.e. tube tops) may not be worn.
- * Tank tops or sleeveless shirts may be worn; however, the straps must be at least three inches in width.
- * Tank top style undershirts may not be worn as shirts.
- * The wearing of hats, scarves, bandannas, curlers, or sunglasses is forbidden.
- * No student will be allowed to wear his or her pants below the waist exposing undergarments. This practice, called "low riding," is unacceptable.
- * No chains, of any size or length, are permitted at school.
- * See-through clothes may not be worn at any time (e.g. lace shirts in which undergarments can be seen).
- * Shirts, tops, dresses, blouses, may not be worn that expose cleavage.
- * Items of clothing with advertisements of cigarettes, alcoholic beverages, pictures of weapons, offensive, obscene, or suggestive language/pictures may not be worn.
- * Clothes may not be worn that expose undergarments.
- * A jacket or coat may not be worn to “cover up” inappropriate attire.
- * Clothing that is distracting or hazardous (bedroom slippers, pajamas, etc.) to the normal operation of school is not allowed.
- * Flip Flops and slides may not be worn (this causes a hazard on the stairs during emergencies).
- * The administration reserves the right to deliver the final decision regarding appropriate dress. Students who are dressed inappropriately may be asked to change into an appropriate outfit, and if necessary, the parent may be notified to bring appropriate clothing or pick up the student.

SURVEILLANCE CAMERAS

Surveillance cameras have been installed in all Isle of Wight County middle and high schools to help provide a safe and secure environment. The main purpose for the cameras is to monitor student movement and behavior.

DANCES AND AFTER HOUR EVENTS

Throughout the school year there will be dances offered to GTMS students. The requirements for dances are:

1. Only Georgie D. Tyler students may attend dances.
2. All students are to follow all governing rules found in the agenda and Standards of Student Conduct.
3. For safety reasons parent or guardian must come into the school to pick up their child. Students are not allowed to walk home after the event under any circumstances.
4. Any student not going to be picked up by their parent or guardian must provide written parent

permission to leave with another adult. The note has to be signed by an administrator prior to the dance. **Any violations of the above guidelines will result in loss of future privileges.**

INCLEMENT WEATHER AND EMERGENCY CLOSING

If possible announcements to close/delay schools will be made no later than 10:00 p.m. the night before. If there is a question or if snow or ice falls during the night, the announcement will be made on or before 6:00 a.m. on the mornings schools will be closed or delayed. If no school closing announcement is made by 6:00 a.m., schools WILL be open.

Announcements will be made in the following manner:

- A recorded message will be left on the central office phone line, 357-8820. (Please do not call the school offices or the superintendent's' office as this could interfere with phone services needed in an emergency)
- The division website, www.iwcs.k12.va.us, will list all emergency alerts.
- **A phone message will be delivered via Instant Alert, the division's telephone notification system, to all phone numbers on file for each student.** This call will be issued beginning at 6:00 a.m.
- E-mail bulletins will be sent through the E-News subscription service. Parents may sign up for the E-news bulletins, along with other notices from the school division, at the division website.
- Every effort will be made to post emergency closing information for Isle of Wight County Schools through local television, radio and newspaper sources, including:

www.dailypress.com

www.pilotonline.com

WTKR Channel 3

WAVY Channel 10

WVEC Channel 13

However, the school division cannot guarantee the broadcast or accuracy of closure announcements on these services.

CLASSWORK □ HOMEWORK POLICY

Valuable instruction occurs each day in all classes at Georgie D. Tyler. Homework is generally assigned to reinforce skills and content presented in class. Students can expect to receive written or study assignments four to five nights per week. Students are encouraged to make up work due to absences. Students who return from out-of-school suspensions will be allowed to make-up tests, projects, and any other assignment that the teacher considers major. **Make-up work must be requested and completed within five (5) days after a student returns to school.**

CLASSWORK □ HOMEWORK TIPS FOR SUCCESS

To be successful, students should:

- Write all assignments in agenda daily.
- Have all necessary textbooks at home daily.
- Set up time to allow for schoolwork before planning other activities.
- Complete all assignments carefully.
- Practice skills acquired, including calculations, computation, discussion, and written and oral communications.
- Seek additional help and ask questions if unclear.
- Attend after school tutoring programs when available.

To help students, parents should:

- Check student's agenda daily.
- Assist students in scheduling time and proper place for homework.
- Provide necessary materials and quiet area with supervision.
- Check and review homework closely.

- Review and read over notes in notebooks or texts.
- Provide time for the student to practice skills.
- Review test and quiz materials.
- Praise your child and let him/her know how you feel, regardless of how simple the task may be to you.
- Create challenging activities that relate to a topic to enhance the skills.
- Provide extra help as needed; tutors are helpful if needed.
- Encourage students to do well on tests, daily work, SOL tests and other methods of assessments.

The following are standards of student conduct established by the School Board for all Isle of Wight County students. Consequences shall be determined based on the facts presented in each case.

Student Dress

A student’s dress and appearance shall not be such that it causes disruption, distracts others from the educational process, or creates a health or safety problem. Students must comply with specific building dress regulations of which students will be given prior notice.

Disruptive Conduct

A student shall not engage in conduct that is or is disruptive or is dangerous to the health or safety of the student or others.

Profane or Abusive Language

A student shall not use language or gestures that are vulgar, obscene, or disrupts teaching and learning.

Threats or Intimidation

A student shall not make any verbal or physical threat of bodily harm or use of force directed toward another person for any reason.

Use and/or Possession of Alcohol, Tobacco, or Restricted Substance

A student shall not possess, use, and/or distribute alcohol, tobacco, tobacco products, or other drugs on school property, on school buses, or during school activities, on or off school property. This includes, but may not be limited to, smokeless tobacco, anabolic steroids, look-alike drugs, drug paraphernalia, and any other prescription or non-prescription drug not possessed in accordance with Policy JHCD.

A student shall not possess or attempt to possess; procure or attempt to procure; purchase or attempt to purchase; consume or attempt to consume; or be under the influence of any restricted substance (legal intoxication level not required) or what the student believes is a restricted substance. A restricted substance is defined as: alcoholic drinks, marijuana, narcotic drugs, hallucinogens, stimulants, depressants, and anything else covered by the Drug Control Act referenced below, as well as any glue, paint and similar materials, anabolic steroids, and both prescription and non-prescription drugs if they are not taken according to the prescription or directions on the package, and includes anything that a student represents to be a restricted substance or which a student believes is a restricted substance.

Distribution or Sale of Illegal Drugs or Possession or Distribution with Intent to Sell

A student shall not manufacture, give, sell, distribute, or possess with intent to give, sell, or distribute any controlled substance as defined in the Drug Control Act, Chapter 15.1 of Title 54 of the Code of Virginia.

Vandalism

A student shall not willfully or maliciously damage or deface any school building or other property owned or under the control of the School Board. In addition, students shall not willfully or maliciously damage or deface property belonging to any other person at school, on school bus or at school-sponsored events. Students who damage property will be financially responsible for the replacement of the damaged item(s).

Defiance of the Authority of School Personnel

A student shall comply with any oral or written instructions made by school personnel within the scope of their authority as provided by Board policies and regulations.

Possession or Use of Weapons or Other Dangerous Articles

A student shall not have in his/her possession any type of unauthorized firearm or other article, which may be

used as a weapon, regardless of whether it is commonly accepted as such. This regulation incorporates Policy JFCD.

Theft

A student shall not intentionally take the personal property of another person without consent.

Behavior on School Bus

A student shall not behave in a disruptive manner or otherwise violate these Standards of Conduct while waiting for a school bus, while on a school bus, or after being discharged from a school bus.

Cheating

A student shall not cheat, plagiarize, or knowingly make false statements with respect to any assigned schoolwork or tests.

Trespassing

A student shall not trespass on school property or use school facilities without proper authority or permission, or during a period of suspension or expulsion. All students are dismissed at 2:35 p.m. and must not be on school property unless they are at school for tutoring or an extracurricular activity. Bicyclists, skateboarders, rollerbladers, etc. are not permitted on school property after school hours.

Gang Activity

A student shall not engage in gang activities including any group activity that threatens, is illegal and/or violent, or portrays the development of gang activity, which may include inappropriate congregating, bullying, and harassment.

Sexual Harassment

A student shall not sexually harass another student or school employee, or any other person present in school facilities or at school functions. Sexual harassment includes any unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal or physical conduct of a sexual nature that creates an intimidating, hostile, or offensive environment.

Possession of Pagers, Cellular Telephones, iPod's MP3 or Similar Devices

Possession and Use of beepers, Cellular Telephones, Personal Digital Assistants (PDAs), iPod, MP3, or Similar Portable Telecommunication Devices:

Students may possess a beeper, cellular telephone, or Personal Digital Assistant (PDA), iPod, MP3, or other communication devices with electronic, wireless capability on school property *in accordance with the guidelines set forth in this regulation*. **Upon boarding a school bus, the aforementioned devices must be set at the off position and stored out of sight. Upon entering the school building, the above devices must be stored in a locker.** These devices may also be stored in private vehicles parked on school property.

Students shall not display, activate, and/or use any of the aforementioned devices on a school bus and/or in the hallways, classrooms, media center, cafeteria, gymnasium, auditorium, restroom, locker room, outside school grounds, or any space designated for instructional and/or testing purposes during the instructional day. If a student possesses such a device other than as permitted in this policy, or uses an allowable communication device in a disruptive manner during the designated time after the instructional day, in addition to other disciplinary sanctions which may be imposed, the device shall be confiscated from the student and returned only to the student's parent.

Penalties for students who violate these guidelines will be as follows:

First Offense: The device will be confiscated and *only* returned to a parent/guardian at a time specified by the school. The student and parent will sign an Acknowledgement of Further Consequences statement, which will be filed in the student's discipline record.

Second Offense: The cell phone/communication device is confiscated and held until the last day of school or when the student withdraws from Isle of Wight County Schools.

Additional violations of these guidelines, after the second offense, will result in penalties for a second offense and disciplinary action.

Failure to turn a device over to teachers and other school personnel when requested will lead to disciplinary action.

Isle of Wight County Schools and/or school personnel assume no responsibility in any circumstance for loss, destruction, damage, theft or bills for a cellular phone or other similar device.

Other Conduct

In addition to these specific standards, students shall not engage in any conduct, which disrupts the ongoing, educational process or which is otherwise a violation of federal, state, or local law. Students are not allowed to have food

or beverage outside the cafeteria. Students are not to bring skateboards or skates to school. These activities are prohibited on campus.

Search of Student's' Property

When reasonable suspicion exists, school officials may search property belonging to students. Reasonable suspicion requires circumstances that would lead a reasonable person to conclude that the person or persons to be searched are the most likely individuals to be in violation of a law or school rule.

Searches based upon reasonable suspicion may include:

- * Examining a student's clothing and possessions such as handbags, backpacks, notebooks, books, or other item that may be connected to the student.
- * Opening any secured property to which the school has retained possession and access such as lockers, desks, or storage cabinets.
- * Reviewing educational technology/computer use records of students.
- * Requiring students to be scanned with metal detectors or to submit to drug screens.

Corrective Actions

The following disciplinary or corrective actions are among those available to administrators as consequences for violation of the *Standards of Student Conduct*. Disciplinary action is based upon the information available at the time of the incident and it is determined at the discretion and judgment of the appropriate school official.

1. Counseling
2. Admonition
3. Reprimand
4. Loss of privileges
5. Timeout
6. Parental conferences
7. Tasks or restrictions assigned by the principal or his designee
8. Detention
9. Suspension from school-sponsored activities or events
10. In-school suspension (Recommended for minor violations requiring one and two day suspensions)
11. Exclusion
12. Out-of-school suspension (Recommended for minor violations requiring suspensions of three or more days)
13. Administrative Hearing
14. Referral to an alternative education program
15. Notify legal authority where appropriate
16. Recommendation for expulsion
17. Mandatory recommendation for expulsion for firearm possession or use or possession of a controlled substance, imitation controlled substance or marijuana, as defined in Chapter 34 of Title 54.1 and 18.2-247 of the Code of Virginia, on school property or at a school sponsored activity.

Re-Admission of Suspended and/or Expelled Students

A student who has been suspended from a school of this division is not eligible to attend any other school within the division until eligible to return to his or her regular school. Any student who has been suspended from another school division in Virginia for more than 30 days, expelled from any division in Virginia or in another state, or for whom admission to a private school is withdrawn, may be excluded from attendance in the Isle of Wight County Schools, in accordance with Policy JEC(G).

Students may not be on school property or attend any school function while on suspension. No suspended student shall be admitted to the regular school program until such student and the student's parent have met with school officials to discuss improvement of the student's behavior, unless the school principal or the principal's designee determines that readmission, without parent conference is appropriate for the student.

If the parent fails to comply with this policy or Policy JEC, the School Board may ask the Juvenile and Domestic Relations Court to proceed against the parent for willful and unreasonable refusal to participate in efforts to improve the student's behavior.

At the end of the expulsion period, the expelled student may petition the School Board for readmission.

Disciplining Students With Disabilities

Students with disabilities shall be disciplined in accordance with Policy JCDA.

