



STUDENT HANDBOOK

2025-2026

"Discover the Possibilities and Reach for the Stars."

Dr. Rowland Cummings, Superintendent
Regional Office: (229) 546-4094

www.discoveryregional.org

Discovery Regional High School is an equal opportunity employer.

Discovery Regional High School is currently seeking accreditation through the Georgia Accrediting Commission.

Established 2024

TABLE OF CONTENTS

<u>Welcome</u>	3
<u>About Discovery Regional High School</u>	4
<u>Site Locations</u>	5
<u>Student Registration and Enrollment</u>	6-7
<u>Directory Information</u>	8
<u>Cost</u>	8
<u>Student Attendance Expectations</u>	9
<u>Excused Absences</u>	10
<u>Teenage and Adult Driver Responsibility Act (TAADRA)</u>	10
<u>Student Transportation</u>	11
<u>Nutrition</u>	11
<u>Curriculum</u>	12
<u>Remote Learning Option</u>	12-13
<u>Graduation Requirements</u>	13-15
<u>STATE REQUIRED TESTS</u>	15-16
<u>Guidance and Counseling</u>	16-17
<u>Dual Enrollment</u>	17
<u>HOPE Scholarship</u>	18
<u>Special Education</u>	18-19
<u>Dress Code</u>	20
<u>STUDENT CODE OF CONDUCT</u>	20-21
<u>Explanation of Consequences</u>	21-22
<u>Discipline Incident Type Codes</u>	22-33
<u>Disciplining Students with Students with Disabilities</u>	33-36
<u>Disciplinary Action/Hearings</u>	36-37
<u>Student Searches</u>	37
<u>Restraint</u>	37
<u>Student Reporting of Alleged Sexually Inappropriate Behavior</u>	37-38
<u>Computer and Internet Use</u>	38
<u>Medications (Prescription and Non-Prescription)</u>	39-41
<u>Title I Parent Involvement</u>	41
<u>Parent - Student Rights</u>	41-42
<u>Parental Notice of Right to Know Teacher Qualifications</u>	43
<u>Equal Opportunity & Complaints</u>	43
<u>Prohibition of Harassment</u>	43-44
<u>Family Education Rights and Privacy Act</u>	44-45
<u>Student Handbook Signature Page</u>	46

WELCOME

Hello and Welcome to Discovery Regional High School!

Congratulations on being part of the launching of the first Department of Education Completion School, Discovery Regional High School (Zone 7). We are excited about the opportunity to work with students and parents. The staff is here to support you in reaching your educational goals. We are a non-traditional program created to remove as many barriers as possible that interfere with students graduating from high school.

In order for students to be successful, we will need the cooperation of both parents and students. We need students to attend classes regularly and be attentive. Instruction will be delivered through a blended model of an online curriculum and face to face instruction.

Please review this student handbook for further information that will assist you. Once again, welcome to Discovery Regional High School as we “Discover the Possibilities,” and “Reach for the Stars.”

Dr. Rowland Cummings
Superintendent
Discovery Regional High School

About Discovery Regional High School

Vision

Our vision is to provide a pathway to students for high school completion and beyond.

Mission

Our mission is to provide a flexible learning platform where students can maximize their potential and produce positive outcomes.

Discovery Regional High School is a collaborative effort of school systems throughout Southwest Georgia and the Coastal Plains RESA school districts. We are an academic, self-paced, individualized, evening high school that serves students who are seeking a non-traditional school environment and who desire a Georgia high school diploma. Discovery Regional High School also serves students who need to make-up missed credits from their regular high school, enabling them to stay on track academically and graduate with their peers.

Discovery Regional High School is a year-round school that offers Georgia Department of Education Standards Based Curriculum, as well as a variety of vocational courses. The teachers at Discovery Regional High School are highly qualified in their content area. We maintain a low student to teacher ratio, and we are currently seeking accreditation by the Georgia Accrediting Commission.

Discovery Regional High School operates year round Monday through Thursday from 4:00 pm to 8:00 p.m.

Discovery Regional High School also offers a remote learning option. This is a year round program that allows students to work a flexible schedule to earn an accredited high school diploma. All policies and procedures listed in the Student Handbook are applicable to remote learning students.

Discovery Regional High School Site Locations

Site Address Directors Registrar

Central Office (229) 514-0862	245 North Robinson Street Lenox, GA 31637	Dr. Rowland Cummings, Superintendent Angelique Austin, Assistant Superintendent	Regional Registrar Barbara Bagley
Ben Hill (229) 514-0862	601 W Cypress Street Fitzgerald, GA 31750	Stephanie Gooden Terri Smith	Laquisha Paschal
Dougherty (229) 514-0862	1800 Massey Drive Albany, GA 31705	Travis Lockhart	TBA
Lanier (229) 514-0862	52 W Patten Ave Lakeland GA 31601	Valeicia Sirmans	Dana Stephens
Pelham (229) 514-0862	209 Mathewson Ave SW Pelham GA 31779	Valeicia Sirmans	Dana Stephens
Valdosta (229) 514-0862	930 Old Statenville Rd Valdosta, GA 31601	Swandolyn Bryant Roberto Carrillo	Dana Stephens

Student Registration and Enrollment

Students eligible to enroll at Discovery Regional High School must be high school eligible and not under suspension or expulsion. Registration may occur anytime during the year.

A student who is currently enrolled in high school	A student who is not currently enrolled in high school	A student who would like to take credit recovery course(s)
---	---	---

1. Meet with the high school counselor or designee to discuss enrollment into Discovery Regional High School as a Program student. 2. Once approved, the student should report immediately to Discovery Regional High School to complete the enrollment process and start the orientation 3. All assigned courses should be completed by the end of the semester or grading period. 4. Students who complete all courses may be granted approval by the resident school to continue with additional courses.	1. Report to Discovery Regional High School to complete the online application for enrollment, or the student may complete the application before arriving onsite. https://www.discoveryregional.org/ 2. Once the application is complete, the Discovery registrar will notify the student and parent to set up the onsite orientation meeting. 3. The student should plan to remain onsite for a minimum of 2 hours to complete the orientation process and begin classes. 1. Meet with the high school counselor or designee to request approval to attend Discovery Regional High School for credit recovery. 2. Once approved, the student should report to Discovery with the signed permission form. 3. Course Fee (\$250 per credit) 4. After fees have been paid by student or approved payment by resident district, the student will participate in orientation and start the course(s) 5. All courses should be completed by the end of the semester or grading period.
--	---

Directory Information

Discovery Regional High School has designated the following information as directory information:

- Student's Name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent previous educational institution attended
- Student ID number, user ID, or other unique personal identifier used to communicate in electronic systems but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user
- A student ID number, or other unique personal identifier, that is displayed on a student ID badge, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a PIN, password, or other factor known or possessed only by the authorized user.

Unless otherwise requested, within 10 days after enrollment the information above may be disclosed to the public.

Cost

There is no charge for full time (FT) students to attend Discovery Regional High School. Students who are jointly enrolled with a regular day school will be categorized as one of the following:

1. Full time program student - (enrolled with day school but takes all courses at Discovery Regional High School).
2. Part time program student - (enrolled with day school and takes some courses at the day school and some courses at Discovery Regional High School).
3. Full time day school student - (student takes a full course load at the day school AND wants to take additional courses at Discovery Regional High School for credit recovery or credit accrual). The following tuition is required for students seeking credit recovery or credit accrual:

FEE: one-half Carnegie unit = \$125 one full Carnegie unit = \$250 **All tuition costs must be paid prior to student enrollment in the course**

Student Attendance Expectations

We recognize the importance of daily school attendance. It plays a vital role in relation to student academic performance, graduation, and success in the workplace. We also know that students who attend class regularly, and are provided instruction by a qualified teacher, have a greater chance of reaching their high school goal of graduation and beyond. Discovery Regional High School strives to improve our students' academic success through improved school attendance. All students are expected to attend class each evening in order to remain on track with their coursework.

Students under 16 years of age are required to attend class to meet the state mandated attendance requirements (August-May).

****Students under 16 years of age can meet Mandatory Attendance Requirements by:**

1. The expectation is for students to attend classes ON CAMPUS two (2) hours per night: Monday through Thursday, and total eight (8) hours per week.
2. Students approved for REMOTE LEARNING must be logged in from off campus for 16 hours per week: Monday through Thursday. If a REMOTE LEARNING student attends on campus for one hour, they will receive 2 hours of credit towards their 16 hours per week.
3. For absences approved by Site Directors for any medical related condition or symptoms, students will be required to log in virtually and work 16 hours per week until their return.

Long term absences for any other medical conditions should be requested through the Hospital Homebound process. Please contact the Discovery site for information. Discovery Regional High School Board of Education policy and procedures reflect the state laws and Georgia Board of Education policy.

Discovery Regional High School Social Workers will contact families when students under 16 years of age do not meet the time requirements (8 hours on campus or 16 hours virtually) for two weeks within a month. If absenteeism persists for more than 2 consecutive months without remedy, contact will be made with the local Juvenile Court, Attendance Panel, or Children in Need of Services panel for support.

Discovery Regional High School Board of Governance policy and procedures reflect the state laws and Georgia Board of Education policy. Excused absences are those designated by state law, State Board of Education policy, and Discovery Regional High School Board policy.

Excused Absences

Students may be excused for the following reasons:

- When the student is personally ill and/or when attendance in school would endanger his/her health or the health of others (medical documentation will be required).
- A serious illness or death in a student's immediate family necessitating absence from school (medical documentation may be required).
- A court order or an order by a governmental agency, including pre-induction physical examinations for service in the armed forces, mandating absence from school.
- Observing religious holidays, necessitating absence from school; conditions rendering attendance impossible or hazardous to student health or safety.
- A student whose parent or legal guardian is in the military service in the armed forces of the United States or the National Guard, and such parent or legal guardian has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting, shall be granted excused absences, up to a maximum of five school days per school year, for the day or days missed from school to visit with his or her parent or legal guardian prior to such parent's or legal guardian's deployment or during such parent's or legal guardian's leave.
- Students serving as a Page of the Georgia General Assembly are considered present.

For students under 16, parents may write notes to the school excusing **up to five** absences per school year without medical documentation. Phone calls will not be accepted. A parent/guardian who violates the Georgia Compulsory Education Law shall be guilty of a misdemeanor and upon conviction thereof, shall be subject to penalties specified in state code as adjudicated at the discretion of the court having jurisdiction. Each day's unexcused absence beyond five unexcused absences constitutes one violation. Compulsory Attendance Laws: § 20-2-690.1 Mandatory education for all children between the ages of 6 and 16.

****Attendance for Remote Learners** requires those students to log into their classes for at least 16 hours per week Monday-Thursday throughout the entire year. Failure by remote learners to log into their courses the required amount of time will result in the student being removed from the remote learning option and attendance on site will be required.

Teenage and Adult Driver Responsibility Act (TAADRA)

Effective July 1, 2015, schools will simply have to certify that a student is enrolled in, and not under expulsion from, a public or private school to be eligible for a driver's license or learner's permit. A **Certificate of Enrollment** form is available for schools to use in certifying that a student is eligible for a driver's license or learner's permit. The **Certificate of Enrollment** form replaces the **Certificate of Attendance** and the **Certificate of Eligibility for Restoration of Driving Privileges** forms that schools previously used.

Water Safety

HB 402 - Edna Mae McGovern Act

At the beginning of each school year, each public school or local school system shall provide the parents and guardians of each child enrolled in such school or school system with information on the important roles that water safety education courses and swimming lessons play in saving lives. Such information shall be provided in electronic or hard copy format. Such information shall include options, if available within the vicinity of the public school or local school system, for age-appropriate water safety education courses and swimming lessons that can result in a certificate indicating successful completion, including courses and lessons offered for free or at a reduced price; provided, however, that such information shall be provided directly to students who are 18 years of age or older. (c) Nothing in this Code section shall be construed to require public schools or local school systems to: (1) Provide water safety education courses or swimming lessons to students; or (2) Excuse students from all or part of any school day to attend water safety education courses or swimming lessons." Discovery Regional High School operates sites in 6 separate communities and cannot list all educational opportunities in those communities. Parents and guardians are encouraged to seek out programs, lessons, or the like to better inform families about water safety such as the following links: [Red Cross Swimming Safety](#) or [YMCA Water Safety](#)

Student Transportation

Transportation to and from school is the responsibility of the student and parents/guardians/caregivers. All transportation arrangements will be made prior to coming to school. All authorized persons providing transportation to students under the age of 16 are required to report to the office or classroom to pick up students. Students are not allowed to wait in the hallway or outside the building for rides and should remain in the classroom until called by the office staff. Students are not permitted to be in or near the automobiles before, during or after school. Loitering in the parking lots and hallways will not be permitted.

Nutrition

Discovery Regional High School does not have a cafeteria that offers meals as a traditional school program. However, we have established a partnership with Second Harvest to deliver meals to our students.

Curriculum

Discovery Regional High School offers a variety of learning models designed to meet the various learning styles of all students. Such models correlate to the Georgia State Standards while providing students an opportunity to engage in a self-paced, mastery- based learning environment. Currently, DRHS is using the Edgenuity online learning platform along with Progress Learning.

Academic Grades

Discovery Regional High School has adopted the following grading scale:

A = 90-100

B = 80-89

C = 70-79

F = below 70 = Failure

Promotion/Retention Procedures

Freshman (9)	0-4 Credits
Sophomore (10)	5-11 Credits
Junior (11)	12-16 Credits
Senior (12)	17+ Credits

Remote Learning Option

Discovery Regional High School offers a remote learning option **to students with extenuating circumstance which prohibits them from attending classes on site**. Students must apply and be approved for remote learning. This is a year-round program that allows students to work on a flexible schedule to earn an accredited high school diploma. All policies and procedures listed in the Student Handbook are applicable for remote learning students.

Hours of Operation:

Remote learning students may work completely from home or may attend a site. The Student Services staff (mentors, grad coaches, counselors, etc.) at each site will continue to serve the students even though they are working from home. It is important for Site Directors to be aware of all students approved for remote learning to ensure that they are receiving services from site staff.

Testing Requirements:

In an effort to maintain the integrity and secure the testing environment, all students who have been approved for remote learning will be required to schedule a Google Meet with the content teacher who will proctor Unit Tests and Cumulative Exams for all courses.

Student Requirements:

1. The student will schedule a Google Meet with his/her content teacher when ready to take an end of unit test or cumulative exam.
 2. The student will use the computer webcam to scan the testing environment so the teacher can see that there are no other people in the room where the student is testing.
 3. The student will share his/her screen during the Google Meet session so the teacher can see that there are no other web browsers open during the test.
 4. The student will turn on his/her microphone so the teacher can hear if there is any assistance being provided while the student is testing.
 5. The ***Student Honor Code*** form must be signed by the student and on file before any unit tests or cumulative exams are opened by the teacher.
- Students who are a “No-Show” for two tests/exams will be transferred to the blended learning model which will require students to test on site only.
 - Tests/exams will not be released until the student meets all of the above requirements - no exceptions. Students who are unable to meet these requirements will be required to go to the site for all tests/exams.
 - ALL End of Course tests will be taken on site only.

Graduation Requirements

In order to receive a high school diploma in Georgia, a student must complete the required number of units and pass the mandated Georgia State Board of Education tests. Students who attend Discovery Regional High School arrive at different levels in their education; therefore, different sets of requirements apply. Students who have withdrawn from a public school must meet the graduation requirements for the graduating class in which they re-enroll. **Students electing to receive a Discovery Regional High School diploma shall meet the graduation requirements outlined below.** The State Board of Education and Discovery Regional High School require students earn the number of units specified in the applicable State Board rule.

Area of Study	Units Required
English / Language Arts*	4
Mathematics*	4
Science*	4
Social Studies*	3
Physical Education / Health	1

CTAE/Fine Arts /and/or Foreign Lang	3
Local Requirements / Elective	4
TOTAL UNITS (Minimum)	23

***Core Courses**

****Technology/Career-preparatory** students may want to utilize an elective unit as Foreign Language or as a fourth unit of mathematics depending upon the student's program of study and the student's intentions to enter a University System of Georgia institution or other post-secondary institution. Determination of the appropriate number of mathematics units for each Technology/Career preparatory program of study shall be determined by the local board of education.

***Required Courses and/or Core Courses**

**** Students** entering ninth grade in 2008-2009, 2009-2010, and 2010-2011 only, who earn credit in Mathematics I and Mathematics II or GPS Algebra and GPS Geometry, along with 2 additional core mathematics courses, will have satisfied the **minimum** mathematics requirements for high school graduation.

Full Time students who choose to receive a Discovery Regional High School diploma are allowed to graduate throughout the year after completing graduation requirements. In the spring of each year and at most sites in the fall, Discovery Regional High School conducts graduation ceremonies for all students who have completed requirements during that school year. These are very meaningful ceremonies for students and their families, and all students are encouraged to participate.

Graduation Recognitions

- Valedictorian/Salutatorian (Spring Graduation only) - VAL and SAL Stoles/Medallion
- Honor Graduates – must have a 90+ average - Honor Stoles
- Perfect Attendance - Silver and Orange Cord
- CTAE – must have completed a pathway - White and Green cord
- Dual Enrollment/Option B Students -Blue and Orange

Valedictorian and Salutatorian

Discovery Regional High School is allowed to select only one Valedictorian and one Salutatorian to collectively represent all the sites for the school year. The Valedictorian (VAL) and Salutatorian (SAL) will be announced at summer graduation. To be eligible for Valedictorian or Salutatorian at Discovery Regional High School, a student must meet the following requirements:

- A student must complete 3 or more credits at Discovery Regional High School; and
- A student must be enrolled through two consecutive FTE counts of the current school year
- Must be a member of the four or five-year graduation cohort
- Students must be accepted to a college in order to receive a scholarship

The student with the highest cumulative GPA (all courses passed and failed) will be designated Valedictorian and the 2nd highest GPA will be designated Salutatorian. The student must have completed all graduation requirements by the end of the school night nearest and before May 15. The data files will be pulled the following morning. Credits entered after this date will not be used in the calculation. The Valedictorian and Salutatorian will be Zell Miller scholars with additional college benefits.

System Scholarships - Valedictorian-\$1500 & Salutatorian-\$1000

Site Scholarship Awards (awarded at winter and spring graduations) – Two additional \$500 scholarships at each site may be offered to graduates with the highest average if:

1. Money is available in the site scholarship fund
2. Student's Grade Average - minimum 85

In order to receive these awards, students must provide proof of enrollment at a post high school institution and apply to DRHS for the funds.

NCAA Initial Eligibility

Discovery Regional High School is in the process of being reviewed by the NCAA Eligibility Center. As soon as this process has been completed, this section of the student handbook will be updated.

STATE REQUIRED TESTS

Georgia Milestones

The Georgia Milestones Assessment System is designed to provide information about how well students are mastering the state-adopted content standards in the core content areas of language arts, mathematics, science, and social studies. Importantly, Georgia Milestones is designed to provide students with critical information about their own achievement and their readiness for their next level of learning – be it the next grade, the next course, or endeavor (college or career). Informing parents, educators, and the public about how well students are learning important content is an essential aspect of any educational assessment and accountability system.

Per State Board of Education Rule 160-4-2-.13 STATEWIDE PASSING SCORE, the numeric score on the Georgia Milestones EOC and the cumulative exam shall count for 10% of the student's final numeric grade in the course assessed by the Georgia Milestones EOC.

STANDARDIZED TESTS

FOR TESTING INFORMATION AND DATES (See counselor for guidance)

- PSAT
- SAT
- ACT
- ASVAB
- ASSET
- WORK READY

Guidance and Counseling

Discovery Regional High School makes every effort to meet the needs of the students in career planning as well as social and family interactions. Counselors are available to assist students in planning for college, technical training, the military, or entrance into the workforce. Counselors at each site offer registration and information on required college entrance tests as well as the military placement test. College exploration and applications are available to the students. In addition, students are encouraged to participate in interest inventories and personality and learning style surveys. As part of the Bridge Legislation, students are required to complete YouScience activities to help plan for their future.

Discovery Regional High School shall **ensure** that each student develops an individual graduation plan. The individual graduation plan shall be developed in consultation with the student's parents, guardians, or individuals appointed by the student's parents or guardians to serve as their designee. Parents and/or guardians must approve this plan annually. Discovery Regional High School shall provide guidance, academic advisement, and counseling to each high school student which will enable the student to successfully complete his or her individual graduation plan and prepare him or her for a seamless transition to postsecondary study, further training, or employment. Sometimes this guidance will include support groups. Please notify the school if you prefer your child not participate in groups.

Each student's individual graduation plan shall:

1. Include rigorous academic core subjects and focused course work in mathematics and science or in humanities, fine arts, and foreign language or sequenced career pathway coursework.
2. Incorporate provisions of a student's Individualized Education Program (IEP), where applicable.
3. Align educational and broad career goals and the student's course of study.
4. Be based on the student's selected academic and career focus area as approved by the student's parent or guardian.
5. Include experience-based career oriented learning experiences, which may include but not be limited to, internships, apprenticeships, mentoring, cooperative education, and service learning.
6. Include opportunities for postsecondary studies through articulation, dual enrollment, and joint enrollment.
7. Allow flexibility to change the course of study but remain sufficiently structured to meet graduation requirements and qualify the student for admission to postsecondary education.
8. Be approved by the student and the student's parent or guardian with guidance from the student's school counselor or teacher advisor.

9. Be reviewed and revised, if appropriate, upon approval by the student and the student's parent or guardian with guidance from the student's school counselor or teacher advisor.

An individual graduation plan may be changed at any time throughout a student's high school career upon approval by the student and the student's parent or guardian with guidance from the student's school or teacher advisor.

Dual Enrollment

Dual enrollment is available to students who meet specific qualifications. These students have the opportunity to finish high school while attending a college or technical school. Dual enrollment is a way for students to accelerate and gain college credit while still in high school. Students may obtain information concerning these options by contacting a Discovery Regional High School counselor.

Dual Enrollment is designed to prepare students for college and career opportunities leading students to postsecondary institutions for an industry recognized certification or licensure, an associate and/or higher college degree, and successful employment. Georgia has created a singular program known as Dual Enrollment for students in grades 10-12 who qualify to participate. Students may enroll on a part time or full-time basis as a Dual Enrollment student and take college courses at their high school or on a postsecondary campus. Students will receive high school and college credit simultaneously when attending and passing approved college classes. (see options below)

High School Graduation Option A offers qualified students in grades 11-12 the traditional Dual Enrollment path to attend high school and participate in college courses to receive a high school diploma at graduation.

High School Graduation Accelerated Career Diploma (formerly Option B) offers qualified students in grades 10-12 a unique path to high school graduation. Students choose to simultaneously earn a high school diploma and a college Associate Degree, Technical Diploma, or two (2) Technical Certificates of Credit (TCC's) in a specific career pathway. Some of the required high school courses may be taken under the state-funded Dual Enrollment program.

Each site has a Counselor who will assist you with Dual Enrollment.

- GA Futures web site - Explore. Plan. Succeed. Postsecondary planning
- Dual Enrollment Approved Course Directory
- Student and Parent Dual Enrollment FAQ
- High School and Postsecondary Dual Enrollment FAQ
- TCSG Dual Enrollment web page
- USG Dual Enrollment Admissions and Requirements web page
- USG College Contacts web page
- USG Math Pathways - What Math course should I take?
- GICA College Contacts web page
- TCSG-GICA Transfer Course List

HOPE Scholarship

Georgia's HOPE Scholarship is available to Georgia residents who have demonstrated academic achievement. The scholarship provides money to assist students with a portion of the tuition cost at a HOPE Scholarship eligible Georgia college or university.

The HOPE Scholarship program requires students to meet basic eligibility requirements to be awarded initially after high school graduation and maintained while enrolled in an eligible college or university (postsecondary institution). An eligible student must:

1. Graduate with a minimum 3.0 HOPE Calculated GPA and a minimum of four rigor credits.
2. Meet U.S. citizenship or eligible non-citizen requirements.
3. Meet the postsecondary institutions Georgia Residency requirement.
4. Be enrolled as a degree-seeking student at a USG, TCSG or eligible private HOPE eligible college or university in Georgia.
5. Be in compliance with Selective Service registration requirements.
6. Meet academic achievement standards.
7. Be in good standing on all student loans or other financial aid programs.
8. Be in compliance with the Georgia Drug-Free Postsecondary Education Act of 1990.
9. Not have exceeded the maximum award limits for any HOPE program

Zell Miller Scholarship

The Zell Miller Scholarship is a merit-based scholarship that provides full tuition at a public postsecondary institution and tuition assistance at an eligible private postsecondary institution. A student must graduate from an eligible high school as valedictorian or salutatorian (meeting the requirements of the HOPE Scholarship) or graduate with a minimum 3.7 GPA, be HOPE eligible and have a minimum combined score of 1200 on the math and reading portions of a national administration of the SAT or a minimum composite score of 26 on a single national or state/district administration of the ACT.

Special Education

Discovery Regional High School (DRHS) is committed to supporting students with disabilities by offering a full continuum of special education services. These services are provided by certified special education teachers and/or licensed paraprofessionals. Each student's Individualized Education Program (IEP) team meets at least once a year to review progress, identify strengths and areas of need, and develop a plan that promotes academic and behavioral success.

Child Find and Identification of Students with Disabilities

In alignment with the Individuals with Disabilities Education Act (IDEA), DRHS actively seeks to identify, evaluate, and serve all students with disabilities, ages 14–21, within its jurisdiction who may require

special education services. Identification and placement decisions are made only after a comprehensive evaluation and a formal eligibility determination by the student's placement team.

Once eligibility is established, an appropriate offer of services is developed to meet the student's individual needs. School personnel work closely with families to explore available supports and ensure that services align with the student's educational goals.

DRHS also collaborates with representatives from private and home schools to share information about Child Find procedures and services available through proportionate share federal funding.

For more information, please contact: Special Education Director – sonya.mizell@discoveryregional.org

Section 504

Section 504 of the Rehabilitation Act of 1973 is a federal civil rights law that protects individuals with disabilities from discrimination in programs that receive federal funding, including public schools. Qualifying individuals will be afforded a plan that ensures equal access to education by providing accommodations tailored to the individual's specific needs. These supports help students fully participate in school just like their peers without changing the learning standards or curriculum.

Section 504 Procedural Safeguards and the Notice of Rights

Any student, parent, or guardian ("grievant") has the right to request an impartial hearing if they believe the school system has taken inappropriate action—or failed to act—regarding the identification, evaluation, or educational placement of a student under Section 504.

While hearing requests are typically submitted in writing to the school system's Section 504 Coordinator, an oral request made directly to the 504 contact and/or site director will also initiate the hearing process. In such cases, the 504 contact and/or site director will assist the grievant in completing the required written documentation.

Site Counselors will serve at the 504 contact for each DRHS location.

Copies of the **Section 504 Procedural Safeguards** and the **Notice of Rights of Students and Parents Under Section 504** are available on the school system's website, at the central office, or at any school office.

Student Support Team (MTSS/SST)

The student support team is a group of professionals who identify, plan and recommend alternative instructional strategies for students who are experiencing academic or adjustment difficulty. Such students shall be served through SST plans, Section 504 plans, or a combination thereof. For more information, contact the Site Director.

DRESS CODE

The school administration reserves the right to determine appropriate dress for a professional and distraction-free learning environment. Students are expected to dress in a manner that promotes respect, safety, and focus. The following guidelines apply:

- No exposed undergarments. Undergarments must be covered at all times. Sagging pants, sheer garments, or visible bra straps are not permitted.
- No crop tops, halter tops, or low-cut shirts. Shirts must fully cover the torso, chest, and midriff at all times, including when sitting or raising hands.
- No excessively tight, short, or revealing clothing. Shorts, skirts, and dresses must be an appropriate length (mid-thigh or longer). Leggings must be worn with tops that cover the front and back appropriately.
- No clothing with offensive language, images, or references. Clothing may not display profanity, gang symbols, drug/alcohol references, sexually suggestive content, or anything promoting violence or hate.
- No sleepwear or blankets. Pajamas, house slippers, bonnets, do-rags, or blankets are not permitted during school hours.
- Headwear is restricted. Hats, hoods, bandanas, or any other non-religious head coverings are not allowed inside the building.
- Appropriate footwear is required. Shoes must be worn at all times. Bedroom shoes, slides, or footwear that poses a safety risk are not permitted.
- No disruptive accessories. Chains, spikes, or any item that may be considered dangerous or distracting are prohibited.

STUDENT CODE OF CONDUCT

***O.C.G.A. 20-2-751.2. Students subject to disciplinary orders of other school systems**

(a) As used in this Code section, the term "disciplinary order" means any order of a local school system in this state, a private school in this state, or a public school outside of this state which imposes short term suspension, long-term suspension, or expulsion upon a student in such system or school.

(b) A local board of education which has a student who attempts to enroll or who is enrolled in any school in its school system during the time in which that student is subject to a disciplinary order **is authorized to refuse to enroll** or subject that student to short-term suspension, long-term suspension, or expulsion for any time remaining in that other school system's or school's disciplinary order upon receiving a certified copy of such order if the offense which led to such suspension or expulsion in the other school system or school was an offense for which suspension or expulsion could be imposed in the enrolling school.

(c) A local school system or school may request another school system or school whether any disciplinary order has been imposed by the other school system or school upon a student who is seeking to enroll or is enrolled in the requesting system or school. If such an order has been imposed and is still in effect for the student, the requested school system or private school in this state shall inform the requesting system or school and shall provide a certified copy of the order to the requesting system or school.

(d) If any school administrator determines from the information obtained pursuant to this Code section or from Code Section 15-11-28 or 15-11-80 that a student has been convicted of or has been adjudicated to have committed an offense which is a designated felony act under Code Section 15-11-63, such administrator shall so inform all teachers to whom the student is assigned and other school personnel to whom the student is assigned. Such teachers, and other certificated professional personnel as the administrator deems appropriate, may review the information in the student's file provided pursuant to this Code section that has been received from other schools or from the juvenile courts or superior courts. Such information shall be kept confidential.

Development of the Student Behavior Code

This code was developed in conjunction with Georgia school laws pertaining to student discipline in secondary public education outlined in the Official Code of Georgia Annotated (O.C.G.A.), commonly called the Georgia Code (specifically, O.C.G.A. § 20-2-730 – O.C.G.A. § 20-2-769). Such a code is mandated in O.C.G.A. § 20-2-735. The behavior code is reviewed on an annual basis. The revisions of the behavior code will go into effect on the first day of school each year.

When the Student Behavior Code Applies

The rules contained in the ***Student Behavior Code*** apply to students, both during and outside normal school hours, who are:

- On school system property
- Off school system property while attending a school activity, function, or event
- En route to or from school or school-related activities
- Off school system property but engaged in conduct that, if committed at school or during a school-related activity, would endanger the health, safety, and well-being of other students, teachers, and school personnel or would disrupt the educational process
- School bus stops

Explanation of Consequences

Detention

A requirement that the student report to a specific school location and make up work missed or to receive specific instruction in behavior modification. Detention may require the student's attendance before or after school.

Short-Term Alternative Placement (*In-School Suspension or ISS*)

Removal of a student from the classroom to work in an isolated area staffed with school system personnel. While in this setting, the classroom teacher provides work for the student to complete. This

is used sometimes in lieu of out-of-school suspension. The student is excluded from all school-sponsored and extracurricular activities while assigned to this setting.

Therapeutic Removal of a Student

A student may be sent home from school for therapeutic purposes. The site director or designee and the parent/guardian may agree that, in some instances, it may be better for a student to leave school temporarily. This time away from class should not be considered as suspension.

Suspension

Removal of the student from the school campus and exclusion from all school-sponsored activities, extracurricular activities, and course work required. Suspension by the site director or designee shall not exceed 10 consecutive days. The disciplinary hearing officer or the Governance Team may only impose suspensions beyond 10 days after a due process hearing to determine guilt or innocence.

Expulsion

The removal of a student from the school system for an extended period of time; or permanent removal by the Governance Team or through a disciplinary hearing.

Discipline Incident Type Codes

CODE 01: ALCOHOL

Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating alcoholic beverages or substances represented as alcohol during the school year.

A student shall not possess, sell, use, transmit, consume, or be under the influence of any alcoholic beverage, stimulant, or intoxicant of any kind.

Disposition: Ranges from a Written Warning to Expulsion. **Law enforcement will be called.**

CODE 02: ARSON

Unlawful and intentional damage or attempted damage to any real or personal property by fire or incendiary device. Examples include firecrackers, fireworks, and trash can fires (if they are contributing factors to a damaging fire.) Without a fire, firecrackers and fireworks are included in the Discipline Incident Type Code 23 (Weapons – Other.) This code does not include the simple act of lighting a match or lighter.

A student shall not cause or attempt to cause damage to any real or personal property by fire or any incendiary device.

Disposition: Ranges from Written Warning to Expulsion. **Law enforcement will be called.**

CODE 03: BATTERY

Intentional and substantial physical harm or visible bodily harm to another. As used in the Georgia Code section for this offense, the term "visible bodily harm" means 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 part, or substantial bruises to body parts.

This code is only used when the attack is very serious – enough to warrant calling the police.

Battery may include an attack with a weapon that causes serious bodily harm to the victim. A student shall not cause or attempt to cause physical injury or behave in such a way as could reasonably cause injury to another person. A student shall not engage in verbal confrontation or other verbal misbehavior including insult, use of profanity, ethnic, racial, sexual, religious slurs, bullying, or harassment that might lead to this offense. Any student who commits an act of physical violence against a teacher, administrator, school bus driver, or any other school employee shall be suspended pending a disciplinary hearing before a tribunal or disciplinary hearing officer.

The Governance Team shall appoint the disciplinary hearing officer or members of the tribunal (which will consist of three certified educators) to determine all issues of fact and intent relative to the alleged incident of physical violence. The hearing officer or tribunal shall submit its findings of fact and intent, along with its recommendations of punishment, to the Governance Team as required by O.C.G.A. § 20-2-751.6. The Governance Team shall review the findings and recommendations of the hearing officer or tribunal and may follow the recommendation or impose penalties not recommended by the hearing officer or tribunal.

If the student is found guilty of this offense, the discipline shall be expulsion, long-term suspension, or short-term suspension. In cases where the act of physical violence results in physical harm, the student shall be expelled for the remainder of his/her eligibility to attend public school.

Disposition: Ranges from Short-Term Suspension to Expulsion. **Law enforcement will be called.**

CODE 04: BURGLARY (Not defined nor reported for student discipline.)

CODE 05: COMPUTER TRESPASS

The unauthorized use of a computer or computer network with the intent of deleting, obstructing, interrupting, altering, damaging, or in any way causing the malfunction of the computer, network, program(s), or data.

Students may not cause or attempt to cause damage to any computer hardware or software.

051 Violations of Computer Ethics

Stealing or copying software that is the property of Discovery Regional High School Charter Schools is strictly prohibited. Students are expected to fully comply with all components of the school system's technology usage agreement. Students who choose to abuse computer privileges are subject to disciplinary consequences. Any violation of the network usage agreement is considered a violation of this code.

Laptop computers and personal desk accessories are discouraged but may be allowed with administrative and teacher approval. Violation of any school rule with such a device will result in loss of privilege and may result in disciplinary consequences.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 06: DISORDERLY CONDUCT

Any act that substantially disrupts the orderly conduct of a school function; substantially disrupts the orderly learning environment; or poses a threat to the health, safety, and/or welfare of students, staff, or others.

063 Disruptive Behavior**064 Repeated Violations/Misbehavior****065 Throwing Objects**

No student shall threaten to or intentionally:

- Occupy any school building, gymnasium, school grounds/properties or part thereof, with intent to deprive others of its use or where the effect thereof is to deprive others of its use; block the entrance or exit of any building or property (including any corridor or room thereof) so as to deprive others of access thereto; or block normal pedestrian or vehicular traffic on a school campus except under the direct instruction of the site director.
- Prevent the convening of or force the disruption of any lawful mission, process, or function of the school by the use of any manner of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct.
- Burn or otherwise damage any school building or property.
- Possess, discharge, display, or otherwise threateningly use any firearm, explosives, knives, or other weapons (or any object that can reasonably be construed as a weapon) on school premises. ● Make noise or act in any manner so as to interfere seriously with the teacher's ability to conduct his/her class.
- Refuse to identify oneself upon request of any teacher, site director, superintendent, school bus driver, or other authorized school personnel.
- Make, or encourage others to make, prank phone calls; activate a fire alarm without justification; or falsely report a fire, bomb, terroristic act, or any other threat the student does not believe to exist
- Commit any act or crime of violence

Disposition: Ranges from a Verbal Reprimand to Expulsion

CODE 07: DRUGS (except alcohol or tobacco)**Explanation of the Term "Possession"**

A student is in "possession" of an illegal or prohibited item when it is found, or determined to be, in or on the person of the student, in his or her personal effects (including book bag, pocketbook, or athletic bag), located in the student's locker, in a student's vehicle (or a vehicle in which the student was transported), while the student is on school property or at any school event or function.

The use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance or equipment or devices used for preparing or using drugs or narcotics is prohibited. Includes being under the influence of drugs or substances represented as drugs. Code includes over-the-counter medications if abused by the student.

A student shall not possess, sell, or transmit (or attempt to sell or transmit) any substance under the pretense that it is, in fact, a prohibited substance as described in this rule.

A student shall not possess, sell, or transmit (or attempt to sell or transmit) any illegal drug or drug paraphernalia.

Possession, sale, transfer, or use of prescription or non-prescription drugs can be a violation of this rule.

Misuse of prescription or non-prescription drugs, including CBD infused products, shall be considered a violation of this rule.

Each school is assigned a receptionist to assist with student medications. All prescription and non prescription drugs must be checked in and administered through the site director or receptionist. Use of a drug authorized by a medical prescription from a registered physician and taken in accordance with system guidelines shall not be considered a violation of this rule.

Any student who has asthma will be permitted to carry asthma medication prescribed by a physician on his/her person and self-administer it during school or at school-related activities as long as the site director has been notified and the appropriate paperwork has been filed as specified in policy.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 08: FIGHTING

Mutual participation involving physical violence where there is no main offender and no major injury.

A student shall not cause or attempt to cause bodily injury or behave in such a way as could reasonably cause bodily injury to any person.

A student shall not make threatening, harassing, or intimidating remarks, gestures, or posturing toward any person that threatens the safety or well-being of that person or has the likelihood of provoking a fight. This includes but is not limited to fighting, use of profanity, or derogatory comments of ethnic, racial, sexual, or religious nature.

Disposition: Ranges from Short-Term Suspension to Expulsion

081 Verbal and/or Physical Contact

Any mutual act of arguing or pushing among students that could lead to an actual fight.

Disposition: Ranges from a Verbal Reprimand to Out-of-School Suspension (May be referred to a counselor or social worker.)

CODE 09: HOMICIDE (Not defined nor reported for student discipline.)

CODE 10: KIDNAPPING (Not defined nor reported for student discipline.)

CODE 11: LARCENY/THEFT

The illegal taking of another person's property without that person's freely-given consent by taking, by deception, by conversion, by taking lost or mislaid property, or by receiving stolen property without threat, violence, or bodily harm. Included are pocket-picking, taking a purse or backpack, theft from a building, motor vehicle, coin-operated machine, or all other types of larcenies.

111 Petty Thefts

Theft of an item or items with a total monetary value under the amount of \$500. Anything greater is grand theft.

A student shall not steal the property of another (or attempt to do so) and shall not possess, sell, use, or transmit (or attempt to possess, sell, use, or transmit) stolen property.

The school will file any incident involving theft of property valued at \$100 or more with local law

enforcement. Incidents involving theft of property valued at less than \$100 may be reported. The reporting of such incidents is at the discretion of the school.

For purposes of reporting - burglary, breaking and entering, robbery, or the attempt to do any of these acts - will be reported as a violation of this rule.

Disposition: Ranges from a Verbal Reprimand to Expulsion (Restitution may impact disposition.)

CODE 12: MOTOR VEHICLE THEFT (Not defined nor reported for student discipline.)

CODE 13: ROBBERY (Not defined nor reported for student discipline.)

CODE 14: SEXUAL BATTERY (Not defined nor reported for student discipline.)

CODE 15: SEXUAL HARASSMENT

The deliberate, repeated, and unsolicited physical actions, gestures, or verbal/written comments of a sexual nature when such conduct has the purpose or effect of interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. Examples include behaviors such as leering, pinching, grabbing, suggestive comments or jokes, or pressure to engage in sexual activity.

Harassment of any nature is not tolerated by Discovery Regional High School Education Charter School and is a violation of this code and policy. Any student or staff member who feels they are the victim of harassment should follow the systematic steps for reporting a case of harassment as outlined in policy. All reports will be fully investigated and dealt with according to policy.

Disposition: Ranges from a Written Warning to Suspension (Requires a behavior contract; alternative school assignment is mandatory upon the third offense.)

CODE 16: SEX OFFENSES

Sexual intercourse, sexual contact, or other unlawful behavior/contact intended to result in sexual gratification without force or threat of force and where the victim is capable of giving consent. This includes indecent exposure and obscenity. Examples include the possession and/or transmission of pornographic content onto school computers, and sexting.

161 Improper Touching/Public Display of Affection (PDA)

A student shall not perform any act of lewd or indecent exposure; lewd caressing or indecent touching/fondling of one's own body or that of another; shall not engage in any act of sexual contact; shall not engage in *streaking* or other display of nudity, or attempt to commit any act of indecent or lewd behavior. Public display of affection (PDA) is included under this rule.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 17: THREAT/INTIMIDATION

Fear of bodily harm through verbal threats without displaying a weapon or subjecting the person to an actual physical attack.

A student shall not threaten or intimidate another student, or any other person, located on school property or at a school-sponsored event.

Disposition: Ranges from Short-Term Suspension to Expulsion

CODE 18: TOBACCO

Possession, use, distribution, or sale of tobacco products on school grounds, at school-sponsored events, and on transportation to or from school or a school-sponsored event.

A student shall not possess, transmit, or use tobacco products of any type, including without limitation smoking tobacco, chewing tobacco, snuff, e-cigarettes, liquid vapor smoking devices or similar devices, or smoking paraphernalia. A student shall not wear attire that advertises or refers to possession or use of tobacco. Such items found in a car, locker, purse, or book bag will be considered as *being in the possession of* the student.

Disposition: Ranges from Detention to Suspension

CODE 19: TRESPASSING

Entering or remaining on a public school campus or school facility without authorization or invitation and with no lawful purpose for entry. Includes students under suspension or expulsion and unauthorized persons who enter or remain on campus after being directed to leave by the chief administrator/designee.

Students shall not enter or remain on a public school campus or school facility without authorization or invitation.

Disposition: Ranges from a Verbal Reprimand to Expulsion

CODE 20: VANDALISM

The willful and/or malicious destruction, damage, or defacement of public or private property, real or personal, without the consent of the owner or the person having custody or control of it. Examples include graffiti, carving initials or words in desktops, or spray-painting walls of buildings.

A student shall not cause or attempt to cause damage to property. The school will file any incident involving damage of property valued at \$100 or more with local law enforcement. Incidents involving damage of property valued at less than \$100 may be reported. The reporting of such incidents is at the discretion of the school.

Disposition: Ranges from a Verbal Reprimand to Expulsion. (Restitution may impact disposition.)

CODE 21: WEAPONS – FIREARMS (See Code 25 and Code 26)

CODE 22: WEAPONS – KNIFE

The possession, use, or intention to use, any type of knife (including a pocket or pen knife) to inflict harm on another person or to intimidate any person.

A student shall not possess, handle, supply to another, use, or threaten to use a weapon. The term *weapon* in this case includes (without limitation): a knife of any type with a blade of two inches (2") or longer, razor, box cutter, any martial arts device, sword, machete, or other tool or device used to inflict harm, or any other object that reasonably can be considered a weapon.

When it is the first offense of this code type and the student has in his/her possession a weapon that, in the opinion of the site director, is not inherently an offensive weapon (example: fingernail file, clippers or scissors) and where there is not a threat or actual confrontation, the site director may

handle such violation internally once he/she consults with the superintendent and receives permission to handle the matter internally.

Disposition: Ranges from a Written Reprimand to Expulsion. **Law enforcement will be called.**

CODE 23: WEAPONS – OTHER

The possession, use, or intention to use any instrument or object to inflict harm on another person or to intimidate any person. Included in this code are chains, pipes, razor blades, ice picks, dirks, nunchakus, brass knuckles, Chinese stars, billy clubs, tear gas guns, cap guns, bb guns, pellet guns: “any weapon designed or intended to propel a missile or projectile of any kind.” Electrical weapons or devices, explosives, or propellants. Firecrackers and other fireworks are also included if fire is not involved.

A student shall not possess, handle, supply to another, use, or threaten to use a weapon. The term *weapon* in this case includes (without limitation): any gas repellant, mace, stun gun, chemical spray, pellet or BB gun: “any weapon designed or intended to propel a missile or projectile of any kind.” Any martial arts devices, sword, machete, or other tool or device used to inflict harm or other object that reasonably can be considered as a weapon. *(It is a violation of this section to possess or threaten to use a toy gun, antique, replica, or other object which looks like or is represented to be a gun or weapon.)*

A student shall not falsely claim to have a weapon or explosive device in their possession; falsely claim that another person has a weapon or explosive device in their possession; or falsely claim that another person is bringing a weapon or explosive device onto school system property or to a school-related function.

Disposition: Ranges from Written Reprimand to Expulsion. **Law enforcement will be called.**

CODE 24: OTHER DISCIPLINE INCIDENT

Any other discipline incident for which a student is administered out-of-school suspension, expelled, referred to court/juvenile system authorities, or removed from class at the teacher’s request.

245 Other Conduct Subversive to Good Order

A student shall not perform any other act that is subversive to good order and discipline in the schools. This includes but is not limited to violation of local school rules, violation of state and federal law, providing false information to school personnel, actions that are ethnically and racially inflammatory, loitering or trespassing, community misconduct that would be so serious as to pose a threat to the school community, or student being criminally charged with a felony (which makes the student’s continued presence at school a potential danger to persons or property of the school or disrupts the educational process).

Disposition: Ranges from a Written Reprimand to Expulsion

2410 Chronically Disruptive Student

A student who continually disrupts or repeatedly violates other school rules may be charged with repeated violations of school rules or behavior. This code applies after remediation attempts (including consideration of the Pyramid of Intervention) have been utilized.

Disposition: Ranges from Detention to Expulsion

CODE 25: WEAPONS - HANDGUN

Possession of a firearm which has a short stock and is designed to be held and fired by the use of a

single hand, and any combination of parts from which a firearm described above can be assembled.

A student may not possess, transmit, sell, or attempt to sell any firearm while on school grounds or while attending any school function. This rule deals specifically with handguns and any paraphernalia associated with them or their use.

Disposition: Ranges from Long-Term Suspension to Expulsion. **Law enforcement will be called.**

CODE 26: WEAPONS – RIFLE/SHOTGUN

Rifle - a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder; or designed or redesigned, made or remade, to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger.

Shotgun - a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder; or designed or redesigned, made or remade, to use the energy of an explosive to fire through a smooth bore either a number of balls shot or a single projectile for each single pull of the trigger.

A student may not possess, transmit, sell, or attempt to sell, any firearm while on school grounds or while attending any school function. This rule deals specifically with *rifles* or *shotguns* and any paraphernalia associated with them or their use.

Disposition: Ranges from Long-Term Suspension to Expulsion. **Law enforcement will be called.**

CODE 27: SERIOUS BODILY INJURY

Bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

A student shall not cause (or attempt to cause) serious bodily injury or behave in such a way as could reasonably cause serious bodily injury to any person. A student shall not cause (or attempt to cause) an injury that involves substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

Disposition: Ranges from Long-Term Suspension to Expulsion. **Law enforcement will be called.**

CODE 28: OTHER FIREARMS

Firearms other than handguns, rifles, or shotguns as defined in 18USC921. This includes any weapon (including starter gun) which will (or is designed to or may readily be converted to) expel a projectile by the action of any explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device, which includes any explosive, incendiary, or poison gas (i.e. bomb, grenade, or rocket having a propellant charge more than 4 ounces, missile having an explosive or incendiary charge of more than ¼ ounce, mine, or similar device;) any weapon which will (or which may be readily converted to) expel a projectile by the action of an explosive or other propellant and which has any barrel with a bore of more than ½ inch in diameter; any combination of parts either designed or intended for use in converting any device into any destructive device described above and from which a destructive device may be readily assembled.

A student may not possess, transmit, sell, or attempt to sell any firearm while on school grounds or while attending any school function. This rule deals specifically with all firearms other than handguns, rifles, or shotguns as defined in 18USC921 and any paraphernalia associated with them or their use.

Disposition: Ranges from Long-Term Suspension to Expulsion. **Law enforcement will be called.**

CODE 29: BULLYING

In accordance with O.C.G.A. § 20-2-751.4, bullying means an act that occurs on school property, on school vehicles, at designated school bus stops, or at school related functions or activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system, that is:

- Any willful attempt or threat to inflict injury on another person, when accompanied by an apparent present ability to do so.
- Any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm.
- Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
 1. Causes another person substantial physical harm or visible bodily harm as defined in the meaning of O.C.G.A. § 16-5-23.1;
 2. Has the effect of substantially interfering with a student's education.
 3. Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment.
 4. Has the effect of substantially disrupting the orderly operations of the school.

A student shall not transmit any electronic communication that has the effect of bullying another student, including but not limited to sending e-mail or text messages, or making website postings (e.g., postings on Facebook, Twitter, or YouTube). This prohibition applies to cyber bullying that occurs on campus and, if the following conditions are met, to cyber bullying that occurs off campus: (1) the electronic communication causes, or is reasonably likely to cause, a material and substantial disruption to the orderly operation of the school; or (2) while on school property or at a school-sponsored event, the student engages in conduct that is intended to promote or increase circulation of the electronic communication among students.

Georgia Law requires the following once an allegation of bullying has been made:

- Immediate investigation by school administration.
- Notification of the parents of all parties involved, bully and victim;
- Discipline with age appropriate consequences; and
- Follow-up with both the bully and victim to ensure issues are being resolved.

Any student who knowingly files a false report of bullying is guilty of such and will be punished under the existing disciplinary provisions. Retaliation toward a person who makes a report is prohibited. **Law enforcement personnel will be contacted when a student allegedly commits a physical assault or battery on another student or school employee.**

Disposition: Ranges from a Written Warning to Suspension.

Three (3) guilty offenses will result in the student being physically suspended from the site for 30 school

days. Students physically suspended from a DRHS site will be allowed to continue their education by participating in the DRHS Virtual Learning Model. Students will have access to a virtual teacher and be allowed to complete exams virtually through Google Meets. Further instructions for the DRHS Virtual Learning Model will be adhered to as long as the student is physically suspended from all sites.

291: *Racial Harassment*

A student shall not make deliberate, repeated, and unsolicited physical actions, gestures, or verbal/written comments of a racial nature, when such conduct has the purpose of affecting or interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. A student shall not encourage, urge, or counsel other students to violate this rule.

Harassment of any nature is not tolerated by Discovery Regional High School Charter Schools and is a violation of this code and policy. Any student or staff member who believes they are the victim of harassment should follow the systematic steps for reporting a case of harassment as outlined in policy. All reports will be fully investigated and dealt with according to policy.

Disposition: Ranges from Detention to Expulsion

292 *Religious Harassment*

A student shall not make deliberate, repeated, and unsolicited physical actions, gestures, or verbal/written comments about a student's religious beliefs/preferences when such conduct has the purpose of affecting or interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. A student shall not encourage, urge, or counsel other students to violate this rule.

Harassment of any nature is not tolerated by Discovery Regional High School and is a violation of this code and policy. Any student or staff member who believes they are the victim of harassment should follow the systematic steps for reporting a case of harassment as outlined in policy. All reports will be fully investigated and dealt with according to policy.

Disposition: Ranges from Detention to Expulsion

293 *Disability Harassment*

A student shall not make deliberate, repeated, and unsolicited physical actions, gestures, or verbal/written comments about a student who has a disability when such conduct has the purpose of affecting or interfering with a student's academic performance or creating an intimidating, hostile, or offensive learning environment. A student shall not encourage, urge, or counsel other students to violate this rule.

Harassment of any nature is not tolerated by Discovery Regional High School and is a violation of this code and policy. Any student or staff member who believes they are the victim of harassment should follow the systematic steps for reporting a case of harassment as outlined in policy. All reports will be fully investigated and dealt with according to policy.

Disposition: Ranges from Detention to Expulsion

CODE 31: OTHER – DRESS CODE VIOLATION

Violation of school dress code that includes standards for appropriate school attire.

311 *Dress Code Violations*

The school administration is authorized to determine appropriate dress for the school setting.

Each site determines the appropriate dress for their site and conveys this information to its students. The school administration is responsible for enforcement of the school dress code and has at their discretion the right to assign the appropriate disposition for those students who violate the school dress code.

Disposition: Ranges from a Written Reprimand to Suspension

CODE 32: ACADEMIC DISHONESTY

Receiving or providing unauthorized assistance on classroom projects, assignments or exams

321 Academic Dishonesty

Any student who cheats (which includes both accepting from, and giving information to, others), utilizes any form of illegal academic aid during testing or on specified assignments, or changes answers/grades is in violation of academic ethics and is subject to disciplinary consequences. Plagiarism is considered a violation of this rule. Consequences for violation are at the discretion of the school administration and/or teacher. Students may be referred to the Pyramid of Intervention.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 33: OTHER – STUDENT INCIVILITY

Insubordination or disrespect to staff members or other students; includes but is not limited to refusal to follow school staff member instructions, use of vulgar or inappropriate language, and misrepresentation of the truth

331 Refusal to Follow Instructions/Direction

332 Disrespectful Behavior

333 Profanity or Obscene Language/Gestures

A student shall not make threatening, harassing, or intimidating remarks, gestures, or posturing toward any person, which threatens the safety or well-being of that person or has the likelihood of provoking a fight. This includes but is not limited to fighting, use of profanity, or derogatory comments of an ethnic, racial, sexual, or religious nature.

Disposition: Ranges from Short-Term Suspension to Expulsion

334 Providing False Information/Forgery

A student shall not forge another person's signature, present a document with a forged signature, or give false identification/information to any school official or representative for any purpose including falsifying, misrepresenting, omitting, or erroneously reporting information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student. Consequences for violation are at the discretion of school administration.

Disposition: Ranges from a Written Reprimand to Expulsion

335 Failure to Comply with Assigned Discipline

A student shall comply with directions, commands, or assigned discipline of teachers, student teachers, substitute teachers, paraprofessionals, site directors, mentors, counselors, graduation

coaches and other authorized school personnel.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 34: OTHER – POSSESSION OF UNAPPROVED ITEMS

The use or possession of any unauthorized item disruptive to the school environment. (*Note: The use of fireworks or incendiary devices must be coded as Arson.*)

341 Possession/Transmission of Prohibited Items

A student shall not possess any form of laser pointer, pocket pager, or any two-way radio during the school day. Cell phones and other electronic devices may be used at the discretion of the site director and teacher for instructional activities or health reasons only.

Disposition: Ranges from Confiscation of the Device to Expulsion

CODE 35: GANG - RELATED

Any group of three or more students with a common name or common identifying signs, symbols, tattoos, graffiti, or attire which engage in criminal gang activity (O.C.G.A. § 16-15-3)

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 36: REPEATED OFFENSES

Collection of offenses not previously assigned a state reportable action that occurs on a single or across multiple school days that leads to a state reportable disciplinary action.

Disposition: Ranges from a Written Reprimand to Expulsion

CODE 40: OTHER- NON-DISCIPLINARY INCIDENT

This code is used exclusively for the reporting of Physical Restraint. When the INCIDENT TYPE = '40', then the ACTION CODE must = '95' for Physical Restraint. Do not report a Teacher ID when the Incident Code is "Other Non-Disciplinary Incident."

Disposition: Ranges from a Written Reprimand to Expulsion

Questions regarding the *Discovery Regional High School Student Behavior Code* should be directed to the Central Office.

All major offenses including but not limited to drugs and weapon offenses can lead to schools being named an unsafe school according to SBOE Rule 160-4-8-16.

Disclaimer

Any policy or procedural changes that take place after the publishing of the student handbook will be sent home with the student or published on the website. Such changes will supersede what may be listed in the student handbook.

Disciplining Students with Disabilities

School personnel may, for not more than ten school days in a row, remove a child with a disability who violates the code of student conduct from his or her current placement to an appropriate interim alternative educational setting, another setting, or suspension without consulting the student's IEP team. School personnel may also impose additional removals of not more than ten days for separate incidents of misconduct, as long as those removals do not constitute a change of placement.

Once a child has been removed from his or her current placement for a total of ten, consecutive or not consecutive, school days in the same school year, the school system must, during any subsequent days of removal in that school year, provide services that enable the child to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the child's IEP.

Within ten school days of any decision to change the placement of a child with a disability because of a violation of a code of student conduct (except for a removal that is less than ten school days and is not a change in placement), a manifestation determination review must be conducted by the school system, which includes all members of the IEP team including the parent and student (if applicable). The manifestation determination will review all relevant information in the student's file, in the IEP, any teacher observations and any relevant information provided by the parent to determine:

- a. If the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or
- b. If the conduct in question was a direct result of the school system's failure to implement the child's IEP.

If the relevant members of the IEP team determine that either of these conditions was met, the conduct must be determined to be a manifestation of the child's disability. If the conduct was the result of the school system's failure to implement the IEP, the school system must take immediate action to remedy those deficiencies.

When the conduct is a manifestation of the student's disability, the IEP team must conduct (or review if already in place) the Functional Behavioral Assessment (FBA) and develop and implement (or review and modify) a behavioral intervention plan (BIP) for the student to address the behavior so as to prevent it from occurring in the future.

1. If your child carries a weapon to school or to a school function; if your child knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school or a school function; or if your child inflicts serious bodily injury on another person while at school, on school premises or at a school sponsored function, school system personnel may order a change in placement of your child to (a) an appropriate interim alternative educational setting, another setting, or suspension, for not more than 10 school days (to the extent such alternatives would be applied to children without disabilities), or to (b) an appropriate interim alternative educational setting for the same amount of time that a child without a disability would be subject to discipline, but for not more than 45 days without regard to whether or not the behavior was a manifestation of disability. The alternative education setting shall be determined by the IEP team.
2. School personnel may consider any unique circumstances on a case-by-case basis when determining whether a change in placement is appropriate.
3. An Administrative Law Judge (ALJ) or hearing officer may order a change in placement of your child to the IEP-determined appropriate interim alternative educational setting for not more than 45 days if the/hearing officer determines that maintaining the current placement of your child is substantially likely

to result in injury to your child or to others; and determines that the interim alternative educational setting meets the requirements of paragraph (5).

4. Any interim alternative educational setting in which your child is placed pursuant to paragraph (1) or paragraph (4) in this section shall: (a) be selected so as to enable your child to continue to receive educational services in order to participate in the general curriculum, although in another setting, and to continue to progress toward the goals set out in the IEP; and (b) receive the services and modifications of a functional behavioral assessment and behavior intervention plan designed to address the behavior so that it does not recur.

5. If a disciplinary action is contemplated as described in paragraph (1) or paragraph (4) of this section for the behavior of your child, you shall be notified of that decision and of all procedural safeguards accorded under this section no later than the date on which the decision to take that action is made, and immediately, if possible, but in no case later than 10 school days after the date on which the decision to take that action is made, the school system, the parent and relevant members of the IEP team shall conduct a review of the relationship between your child's disability and the behavior subject to the disciplinary action.

6. In carrying out a review described in paragraph (6) of this section, the school system, the parent and relevant members of the IEP team (as determined by the parent and the school system) shall review all relevant information in the student's file, including the child's IEP, and teacher observations, and any relevant information provided by the parents to determine (1) if the conduct in question was caused by, or had a direct and substantial relationship to the child's disability; or (2) if the conduct in question was the direct result of the school system's failure to implement the IEP. When the school system, the parent and the relevant members of the IEP determine that either (a) or (b) is applicable, the conduct is a manifestation of the disability.

7. If the determination is that the behavior of your child was not a manifestation of his or her disability, the relevant disciplinary procedures applicable to children without disabilities may be applied to your child in the same manner in which they would be applied to children without disabilities except that the child: (a) must continue to receive educational services so as to enable the child to continue to participate in the general education curriculum, although in another setting and to progress toward meeting the goals set out in the child's IEP; and (b) receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications that are designed to address the behavior violation so that it does not recur.

8. If the determination is made that the conduct was a manifestation of the disability, then the IEP team shall conduct a functional behavioral assessment and implement the behavior intervention plan or review such and revise as necessary if already in place. The child shall be returned to the placement from which he or she was removed, unless the parent and the school system agree to a change of placement as part of the modification of the behavioral intervention plan. For circumstances described in paragraph (1) or (4) an interim alternative setting may be used as determined by the IEP team.

9. If you request an expedited due process hearing regarding a disciplinary action described in paragraph (1)(b) or paragraph (3) to challenge the interim alternative educational setting or the manifestation determination, your child shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the time period provided for in paragraph

(1)(b) or paragraph (3), whichever occurs first, unless you and the State or the school system agree otherwise. Such expedited due process hearing must occur within 20 school days of the date the hearing is requested and must result in a determination within 10 school days after the hearing; a resolution session meeting must occur within seven days of the date the hearing is requested and the hearing may proceed unless the matter has been resolved to the satisfaction of both parties within 15 days of receipt of the hearing request. The decision of an expedited due process hearing may be appealed.

10. When an expedited due process hearing has been requested regarding placement as a result of a violation of code of conduct, the child shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the time period defined, whichever occurs first, unless the parent and the State or local agency agree otherwise.

11. If a child has not been determined eligible for special education and related services and violated a code of student conduct, but the school system had knowledge before the behavior occurred that the child may be a child with a disability, then the child may assert the protections described in this notice. A school system has knowledge that the child may be a child with a disability if:

- A. The parent of the child has expressed concern in writing that the child is in need of special education and related services to supervisory or administrative personnel or the teacher of the child.
- B. The parent requested an evaluation related to eligibility for special education and related services under the IDEA.
- C. The child's teacher or other system personnel expressed specific concerns about a pattern of behavior demonstrated by the child directly to the school system's director of special education or to other supervisory personnel of the school system.

A school system does not have knowledge if:

- a. The child's parent has not allowed an evaluation of the child.
- b. Has refused special education and related services.
- c. Has revoked consent for the delivery of special education and related services or;
- d. The child has been evaluated and determined not to be a child with a disability eligible for services under the IDEA.

If you would like a further explanation of any of these rights, you may contact the Special Education Director.

Disciplinary Action/Hearings

Students will not interfere with the right of other students to learn. Violation of any of these rules will result in appropriate discipline as determined by the Site Director or Superintendent/designee, which may include suspension or expulsion from Discovery Regional High School. A student may be taken before a Discovery Regional High School appointed Hearing Officer to determine appropriate discipline in cases where the offense is serious or behavior has become a constant issue. Discovery Regional High

School appointed Hearing Officers will be in compliance with State Board of Education rule 160-4-8-15 which provides that individuals selected by the local education agency (LEA) to be a disciplinary hearing officer or member of a disciplinary hearing panel must either be: 1) in good standing with the State Bar of Georgia; 2) have experience as a teacher, counselor, or administrator in a public school system; or 3) is actively serving as a hearing officer under an existing contract/agreement with a Georgia school system and has completed an approved Georgia Department of Education (GaDOE) tribunal training course. After the decision rendered by the Hearing Officer, parents/students have the right to appeal to the Governance Board. This appeal must be made within 20 days after the decision of the Hearing Officer.

Student Searches

A Site Director or designee may search a student if there is reasonable grounds that the search may turn up evidence that the student has violated or is violating either the law or rules of the school as set forth in the student handbook. Law enforcement and specially trained dogs to detect drugs will be used at the discretion of the Site Director to search lockers, book bags, cars and the school premises with or without the student's permission.

Restraint

As a part of the emergency procedures in place in our schools, any student who poses an imminent risk of injury to him/herself or others may be physically restrained by school staff in accordance with Governance Board procedures. These could occur along with other emergency actions such as calling the police. Significant violations of the law, including assaults on students and staff, will be reported to the police. As soon as possible after any such incident, the parents or guardian will be informed.

Student Reporting of Alleged Sexually Inappropriate Behavior

- (a) Any student (*or parent or friend of a student*) who has been the victim of an act of sexual abuse or sexual misconduct by a teacher, administrator or other school system employee is urged to make an oral report of the act to any teacher, counselor or administrator at his/her school.
- (b) Any teacher, counselor or administrator receiving a report of sexual abuse or sexual misconduct of a student by a teacher, administrator or other employee shall make an oral report of the incident immediately by telephone or otherwise to the school site director or designee, and shall submit a written report of the incident to the school site director or designee within 24 hours. *If the site director is the person accused of the sexual abuse or sexual misconduct, the oral and written reports should be made to the superintendent or the superintendent's designee.*
- (c) Any school site director or designee receiving a report of sexual abuse as defined in O.C.G.A. 19-7-5 shall make an oral report immediately, but in no case later than 24 hours from the time there is reasonable cause to believe a child has been abused. The report should be made by telephone and

followed by a written report in writing, if requested, to a child welfare agency providing protective services, as designated by the Department of Human Resources, or, in the absence of such agency, to an appropriate police authority or district attorney.

Reports of acts of sexual misconduct against a student by a teacher, administrator or other employee not covered by O.C.G.A. 19-7-5 or 20-2-1184 shall be investigated immediately by school or system personnel. If the investigation of the allegation of sexual misconduct indicates a reasonable cause to believe that the report of sexual misconduct is valid, the school site director or designee shall make an immediate written report to the superintendent and the Professional Standards Commission Ethics Division. "

Computer and Internet Use

Discovery Regional High School recognizes that electronic media, including the Internet and electronic mail, enhance the quality and delivery of education in our schools by providing access to unique resources and opportunities for collaborative work. Any electronic communication that uses Discovery Regional High School computer resources, hardware or software, may be subject to review and there should not be any expectation of privacy other than that which is required by law. Use of electronic systems shall be in support of, and consistent with the vision, mission, and goals established by Discovery Regional High School and for the purpose of instructional and administrative support. This includes, but is not limited to, activity on school-issued Chromebooks, email accounts, cloud-based platforms and any tools linked to the DRHS network infrastructure.

Students must obtain permission from the teacher before using the Internet. All Internet use must be under the direct supervision of a staff person. The use of electronic technology is a privilege, not a right, which may be discontinued at any time. Discovery Regional High School reserves the right to examine electronic mail messages, files on all types of Discovery Regional High School computers, logs of websites visited, and other information stored on or passing through Discovery Regional High School networks or stand-alone systems. Monitoring may be conducted in real time or retrospectively as needed, including remote device checks or security scans initiated by the Technology Department. Any attempt to bypass network filters or monitoring systems is strictly prohibited.

Unauthorized usage includes, but is not limited to visiting "chat" rooms, access, transmission, storage, or display of offensive materials or messages including those that contain sexually explicit information; ethnic slurs or racial epithets; defamatory, abusive, obscene, profane, and/or threatening language; encouragement of the use of controlled substances; or illegal material. If a student accidentally accesses an inappropriate website, the student must leave the site immediately and report the inadvertent "access" to his/her immediate supervisor or teacher. Repeated or intentional exposure to such content will be considered a violation of school policy and may result in suspension of device privileges or further disciplinary action in accordance with the DRHS Code of Conduct.

Students are not allowed to use personally owned electronic storage devices (i.e. memory drive, flash drive, portable hard disk drive or iPod). Student use of these devices can result in loss of computer privileges and/or disciplinary action. Additionally, students should not connect unauthorized Bluetooth devices, personal Wi-Fi hotspots, or external applications that could interfere with the school's cybersecurity protocols or learning environment. Remote learners are subjected to follow the same protocols and procedures as if in a classroom environment.

Medications (Prescription and Non-Prescription)

Whenever possible, medications should be given at home, before or after school; rather than during the school day. School personnel cannot administer medication without prior written authorization from the parent/guardian. All medications are to be kept in their original containers and maintained by the Site Director or the front office, depending on each school's staffing. All medications need to be in their original container. It is highly recommended that any medication to be administered during school be delivered to the front office by a parent/guardian. A "Medication Form" (available in the administrative office) will need to be completed at this time. If it is necessary for a student to transport the medication to school, he/she must take the medication to the front office immediately upon arrival at school.

A student for whom the school has on file supporting medical documentation may carry at all times with parental/guardian permission inhalers for asthma, auto-injectable epinephrine (epi-pens) for allergic reactions and glucagon for diabetes all necessary supplies and equipment to perform monitoring and treatment functions authorized by the student's diabetes medical management plan.

It is a violation of the Code of Conduct for a student to share any medication with another student. Prescription medications must be in the original container with the name of the patient, the prescribing physician, dosage and the pharmacy indicated.

Non-prescription medications must be in the original container and accompanied with a parental note giving permission to administer. Examples of non-prescription drugs are aspirin, Tylenol, cough syrup, CBD infused products, etc. The note must state what the medication is, how much should be given, and when it should be given. The site administrator or designee may administer this type of medication and "log" each time the medicine is dispensed. Any student possessing prescription or over the counter medication not in accordance with these guidelines will be considered in violation of the School District's drug policy and shall be subjected to the discipline set forth in the student code of conduct and the student handbook.

Protocol for Management of Students with Diabetes

In accordance with Georgia state law, O.C.G.A. § 20-2-779, Discovery Regional High School students with a diagnosis of Type I diabetes must have a Diabetic Medical Management Plan (DMMP). A meeting involving the parents/guardians, school administration, school counselors and involved teachers must be held before the student begins/resumes classes. The parents will be responsible for providing doctor's orders and other recommendations at this meeting. During this meeting, it will be decided if a Section 504 plan is necessary or if a Health Care Plan is sufficient.

Health Care Plans and Section 504 plans will be updated yearly and as necessary.

Any changes to the Diabetic Medical Management Plan (DMMP) must be submitted to DRHS in writing. A hand-written note or an email is acceptable.

- A student with diabetes cannot be in school without a doctor's order and a DMMP in place.

- Parents are responsible for providing the school with all supplies, which includes appropriate snacks, unless special circumstances apply. Supplies include alcohol prep pads, lancets, strips, meter, back-up insulin pen with tips, and ketone test strips. All supplies must be in sealed packaging and must be labeled with expiration dates.
- For a student to carry a prescription such as insulin, the appropriate 'AUTHORIZATION' form must be completed with the doctor, student and parent signature.
- If the student tests his/her blood sugar and the meter reads "HI", the parent will be notified and the student must go home. This meter reading is an indication of hyperglycemia. DRHS cannot provide insulin treatment.
- A student who tests positive for ketones must go home for appropriate medical care.
- Staff members are not responsible for changing the site/catheter of an insulin pump. This responsibility is that of the parent. Nurses are not part of the DRHS staff. DRHS will provide training to designated site personnel in accordance with the guidelines developed by the Georgia Association of School Nurses and endorsed by the Georgia Department of Education.
- Training will be conducted by a school nurse or other health care professional with expertise in diabetes.
- At least two staff members at each site will be trained; training will be provided annually.

DRHS sites will maintain:

- a student file that includes the DMMP and any other relevant information. The file/records should be made available to the diabetes-trained school personnel.
- a DRHS tracking record that includes the names and relevant information on each enrolled student with diabetes.

Diabetic Medications

Since DRHS operates in the late afternoon and evening hours, students should take medications at home before coming to school.

In the event medications must be delivered to students at school, parents/guardians shall fill out an "Authorization for Medication" form and also an "Emergency Treatment Information" form. The need for dispensing medications at school must be included in the doctor's orders on the Diabetes Medical Management Plan (DMMP).

Medication orders that are changed will be brought to the attention of the DRHS Site Directors. Medications will only be administered by trained staff.

Before medications are administered at school, at least one dose should be given at home 24 hours prior to school administration of the medication. This is to ensure there will be no reaction to the medication.

In the event of an allergic reaction and/or medication error, appropriate action will be taken.

Accurate Telephone Numbers

If your child should become ill, Discovery Regional High School will notify you by telephone. Please make certain we have an **ACCURATE TELEPHONE NUMBER** so you can be reached. A student for whom the school has on file supporting medical documentation may carry at all times with parental/guardian permission inhalers for asthma, auto-injectable epinephrine (epi-pens) for allergic reactions and glucagon for diabetes. Students authorized to self-administer such medications shall be instructed not to permit any other student to handle, possess, or otherwise attempt to use his/her medication and

shall be informed that violations of such instructions will be dealt with in accordance with the student code of conduct.

In order for the student to carry and self-administer such medications, the parents must provide a written statement from a licensed physician confirming that the student is able to self-administer the medication and written permission from the parent for the nurse or designated employee to consult with the doctor regarding any questions that may arise concerning the medication. Such permission shall release the school district and its employees and agents from civil liability if the self-administering student suffers an adverse reaction as a result of self-administration of such medication. Parents are encouraged to provide schools with duplicate medication and supplies in the event a student is unable to self-administer or fails to bring the medication or equipment to school.

Title I Parent Involvement

The Governance Board affirms and assures the right of parents and legal guardians of students being served in activities funded by Title I the opportunities to participate in the planning, design, and implementation of the Title I program and its activities.

The Governance Board shall involve parents in the joint development of a written parent involvement policy. Discovery Regional High shall involve parents in the process of school review and improvement through input received from appropriate parent committees and other parent meetings or written surveys. Discovery Regional High shall also establish expectations for parent involvement through written information distributed to parents.

The Governance Board shall build the schools' and parents' capacity for strong parental involvement through a variety of activities that include but are not limited to:

- Providing information to parents in written form or through meetings on topics such as the State's academic content standards, State and local student academic achievement standards/assessments, and the requirements of parent involvement under the law;
- Training educational staff on how to build ties between parents and the school;
- Sending information to parents in a format and, to the extent feasible, in a language that parents can understand; and
- Providing reasonable support for parental involvement activities as parents may request or as Discovery Regional High deems appropriate or necessary.

Parent-Student Notification of Rights under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding our conduct of surveys, collection, and use of information for marketing purposes, as well as certain physical exams.

These include the right to:

Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education:

1. Political affiliations or beliefs of the student or student's parents.
2. Mental or psychological problems of the student or student's family.
3. Sex behavior or attitudes.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of others with whom respondents have close family relationships.
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers.
7. Religious practices, affiliations, or beliefs of the student or parents.
8. Income, other than as required by law, to determine program eligibility.

Receive notice and an opportunity to opt a student out of:

1. Any other protected information survey, regardless of funding.
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law.
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use:

1. Protected information surveys of students.
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes.
3. Instructional material used as part of the educational curriculum.

These rights transfer to/from the parents to a student who is 18 years old or an emancipated minor under State law.

Discovery Regional High will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Discovery Regional High will also directly notify, such as through letters sent home by students, U.S. Mail, or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and are provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys.

Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by the U.S. Department of Education.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, S.W.
Washington, D.C. 20202-5901

Parental Notice of Right to Know Teacher Qualifications

By law, LEAs are required to notify parents that they may request information regarding the teacher's or the paraprofessional's professional qualifications, including the following:

- Whether the teacher/paraprofessional has met the Georgia Professional Standards Commission's certification requirements for the grade level and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under an emergency or other provisional status through which Georgia qualifications or certification criteria have been waived.
- The college major and any graduate certification or degree held by the teacher.
- Whether the student is provided services by paraprofessionals, and if so, their qualifications.

Please contact the Site Director if you wish to request such information.

Equal Opportunity

Discovery Regional High does not discriminate on the basis of age, sex, sexual orientation, gender identity, race, color, religion, national origin, or disability in its educational programs or activities.

Complaints

All members of the community shall have the right to file a written complaint. It is the policy of Discovery Regional High that complaints are recognized and addressed in an orderly and timely manner. Often, a complaint can be resolved when the person making the complaint meets with the staff members who are directly involved.

In filing a written complaint, the grievant should provide the following information:

- Name of person submitting complaint
- Address
- Phone number
- Email address
- Name of student; grade level; school site
- A brief statement of the specific allegation(s) (include dates, staff members, witnesses)
- The relief sought (what outcome is being requested)
- Sign and date the written document

Steps to address the complaint:

1. Discussion at the school site level with staff members involved and the Site Director.
2. Superintendent or designee review, if not resolved at the school site level
3. Governance Board review, if not resolved by the Superintendent or designee.
4. The decision of the Governance Board will be final.

Prohibition of Harassment

Discovery Regional High prohibits unlawful discrimination based on sex in all of its education programs and activities, including admissions and employment. It is the policy of Discovery Regional High to comply fully with the

requirements of Title IX of the Education Amendment of 1972 ("Title IX"). This policy is applicable to conduct occurring on property owned, rented, or used by Discovery Regional High, at school-sponsored activities, while using Discovery Regional High-provided equipment and technology, or transportation.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

Discovery Regional High School complies with the provisions of the Family Educational Rights and Privacy Act (FERPA). 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. These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Discovery Regional High School receives a request for access.
Parents or eligible students should submit to the Site Director or appropriate school official a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.
Parents or eligible students who wish to ask Discovery Regional High School to amend a record should write to the Site Director or appropriate school official, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Discovery Regional High School to comply with the requirements of FERPA. The contact information for the Office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

Discovery Regional High School is also required to apprise parents of the types of information that may be given out by the school system as "directory information." Directory information includes: name, address, telephone number, electronic mail address, date and place of birth, participation in officially recognized activities and sports, weight and height if a member of an athletic team, dates of attendance, grade level, awards received, the most recent previous educational institution attended, and other similar information.

Public notice is hereby given by Discovery Regional High School, pursuant to the Family Rights and Privacy Act, 20 U.S.C. Section 1232g (a) (5) (b), that the above information pertaining to students enrolled at Discovery Regional High School may be given upon request to law enforcement agencies, PTSO and school related groups, U.S. Armed Forces recruitment agencies, schools and colleges accredited by the Southern Association of Colleges and Schools or the Commission on International and Trans-Regional Accreditation, outside organizations such as school photographer, yearbook publisher, class ring manufacturer, and graduation supply provider. Student names may be obtained for athletic programs as well as a tentative list of graduating seniors for media publication.

Parents of students under eighteen (18) years of age or a student eighteen (18) years of age or older objecting to the release of this information should notify school officials.

Under the Family Rights and Privacy Act, Discovery Regional High School will disclose without consent to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person with whom the school has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an educational record in order to fulfill his or her professional responsibility. Upon request, Discovery Regional High School will disclose educational records without consent to officials of another school district in which a student seeks or intends to enroll.

Discovery Regional High School

Student Handbook Signature Page

2025-2026

Student Name: _____ Discovery Regional High School Site: _____

By signing below, the student and parent/guardian acknowledges the following have been read and agreed to:

Discovery Regional High School Student Handbook

_____	_____	_____	_____
Student Signature	Date	Parent Signature	Date

Consent to allow college and military recruiters to speak with my child during school hours and release my child’s transcripts and test scores.

_____	_____	_____	_____
Student Signature	Date	Parent Signature	Date

Discovery Regional High School uses student photographs/ video footage to recognize students for awards and achievements, as well as, publicize school activities and events. Your consent will allow Discovery Regional High School to publish photos in news articles and or advertising materials.

_____	_____	_____	_____
Student Signature	Date	Parent Signature	Date

This page is to be signed and returned to the office each year.