GLYNN ACADEMY HIGH SCHOOL

STUDENT HANDBOOK

2026-2027

1001 Mansfield Street

Brunswick, GA 31520

(912)267-4210

'Mong the lordly oaks of Brunswick,
Glorious to our view,
Stands our own beloved high school,
Basking 'neath the blue.

Through the years thy loving children,
We shall ever be,
Always to thy halls returning,
Glynn Academy.

Glynn Academy we will honor,
May we never fail,
For thy fame shall never perish,
Red and white all hail.

Glynn Academy we will honor,
May we never fail,
For thy fame shall never perish,
Red and white all hail.

Alma Mater

The Tradition and Pride Continue

1001 Mansfield Street
Brunswick, Georgia 31520
912-267-4210

Education is everyone's business!

Mission

The mission at Glynn Academy in partnership with a unified community is to guarantee that all students are provided with superior instruction, resources, environment and guidance to ensure top quality graduates, with life-long learning skills, who live responsibly in society.

Home of the Red Terrors

Attendance notification: gaattendance@glynn.k12.ga.us

(for attendance and dismissal notes)

Glynn Academy Administrative Staff

Matthew Blackstone – Principal

Megan Elam– Assistant Principal for Instruction

Curtis Crews – Assistant Principal(2029 cohort, 9th grade)

Darren Landinguin – Assistant Principal (2028 cohort, 10th grade)

Pete Irby – Assistant Principal/Athletic Coordinator (2027, 11th grade)

Caitlin Muse - Assistant Principal/Testing Coordinator (2026, 12th grade)

Mary Claire Jones – Assistant Principal/Registrar

Leann Goya - Dean of Students

Lisa Filer - Administrative Intern

Hannah Styron - Administrative Intern

Senetra Haywood – Title IX Coordinator (ext.1156)

School Counselors

Mary Belechak (A to C)

Sharonda Boggs (D to He)

Dr. Andrea Davis (Hi to Mc)

Kelly Mathis (Me to R)

Dr. Susan Ripple (S to Z)

GLYNN COUNTY SCHOOLS
SCHOOL CALENDAR | 2026-2027

SCHOOLS CLOSED | **STUDENT HOLIDAY TEACHER PLANNING DAY** | **IMPORTANT DAY**

FALL SEMESTER

- THURSDAY JULY 30 - WEDNESDAY, AUGUST 5, 2026 **TEACHER PLANNING DAYS**
- THURSDAY, AUGUST 6, 2026 **FIRST DAY OF SCHOOL**
- MONDAY, SEPTEMBER 7, 2026 **LABOR DAY HOLIDAY**
- MONDAY, OCTOBER 12, 2026 **COLUMBUS/INDIGENOUS PEOPLES' DAY HOLIDAY**
- TUESDAY, OCTOBER 13, 2026 **TEACHER PLANNING DAY**
- WEDNESDAY, NOVEMBER 11, 2026 **VETERANS' DAY HOLIDAY**
- MONDAY-FRIDAY, NOVEMBER 23-27, 2026 **THANKSGIVING BREAK**
- FRIDAY, DECEMBER 18, 2026 **LAST DAY OF FALL SEMESTER**
- MONDAY, DECEMBER 21, 2026 - MONDAY, JANUARY 4, 2027 **CHRISTMAS BREAK**

SPRING SEMESTER

- TUESDAY-WEDNESDAY, JANUARY 5-6, 2027 **TEACHER PLANNING DAYS**
- THURSDAY, JANUARY 7, 2027 **FIRST DAY OF SPRING SEMESTER**
- MONDAY, JANUARY 18, 2027 **MLK, JR. HOLIDAY**
- MONDAY, FEBRUARY 15, 2027 **PRESIDENTS' DAY HOLIDAY**
- TUESDAY, FEBRUARY 16, 2027 **TEACHER PLANNING DAY**
- MONDAY, MARCH 15, 2027 **TEACHER PLANNING DAY**
- MONDAY-FRIDAY, APRIL 5-9, 2027 **SPRING BREAK**
- **WEDNESDAY**, MAY 26, 2027 **LAST DAY OF SCHOOL**
- THURSDAY, MAY 27, 2027 **TEACHER PLANNING DAY**

APPROVED BY THE BOARD OF EDUCATION ON 6-11-2024

APPROVED BY THE GLYNN COUNTY BOARD OF EDUCATION 07/2026

Glynn County Code of Conduct can be seen below:

Glynn County Student Handbook Code of Conduct

General Information

WELCOME TO GLYNN COUNTY SCHOOLS

The K-12 Student Handbook contains important information about the Glynn County School District's policies, procedures, programs, and the Code of Conduct. Students and parents should read the Handbook at the start of the school year and keep the handbook for future reference. The handbook can also be obtained from our district website. Generally, the policies and practices stated in the Handbook will be in effect from August 6, 2026, until the start of the 2027-2028 school year.

The policies of the Board of Education and the services of the school system are designed to protect the well-being of students and the rights of students to a quality education in Glynn County Schools. The information listed within the Handbook was approved by the Glynn County Board of Education and Superintendent, at the time of this publication. From time to time, the Board of Education may revise or repeal any policy and will do so after appropriate public notice. Glynn County Schools will abide by any applicable federal and state policy, regulation, or legislative requirement that may arise during the school year. The Handbook may be amended or revised dependent upon further federal, state and/or local requirements or guidelines. Parents must acknowledge receipt of the handbook, however, not acknowledging receipt does not absolve any individual(s) of any responsibility with respect to the information contained therein or any other school system policies, regulations, or guidelines.

Annual Notifications

Parents Right to Know

In compliance with the requirements of the Every Students Succeeds Act, parents may request the following information:

Whether the student's teacher-

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

If you wish to request information concerning the qualifications of your student's teacher(s), please contact the principal at your child's school.

Protection of Pupil Rights Amendment (PPRA)

NOTICE TO PARENTS/GUARDIANS AND ELIGIBLE STUDENTS OF RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) AND PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)

FERPA affords parents and eligible students (over 18 years of age or attending a postsecondary institution) certain rights with respect to the student's education records. These rights are:

(1) The right to inspect and review the student's education records within 45 days after the school receives a request for access. Parents or eligible students should submit to the principal [or appropriate official] a written request that identifies the records they wish to inspect. The principal or designee 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. To request amendment of a student record, parents or eligible students should submit to the school principal a written request, specifying the part of the record they want changed and why it is inaccurate, misleading, or otherwise in violation of the student's privacy rights. If the school decides not to amend the record, it will notify the parents or eligible students of the decision and inform them of their right to a hearing. Additional information regarding the hearing procedure will be provided with the notification 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 disclosure without prior written consent is authorized by FERPA and its implementing regulations at 34 C.F.R. § 99.31. One exception that permits disclosure without consent is to school officials with legitimate educational interest. 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. A school official is a person employed by the school district as an administrator, supervisor, instructor, or support staff member (including school nurses and school resource officers); a member of the school board; a person or company with whom the district has contracted to perform a specific task (such as attorney, auditor, medical consultant, therapist, or online educational services provider); a contractor, consultant, volunteer, or other party to whom the school district has outsourced services, such as electronic data storage; 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. The district allows school officials to access only student records in which they have a legitimate educational interest. School officials remain under the district's control with regard to the use and maintenance of PII, which may be used only for the purpose for which disclosure was made, and cannot be released to other parties without authorization.

Upon request, the district discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer.

(4) FERPA requires the school district, with certain exceptions, to obtain written consent prior to the disclosure of personally identifiable information from the student's education records. However, the district may disclose appropriate designated "directory information" without written consent, unless the parent or eligible student has advised the district to the contrary in accordance with district procedures. The primary purpose of directory information is to allow the school to include this type of information from the student's education records in certain school publications, such as the annual yearbook, graduation or sports activity programs, honor roll or other recognition lists, or on websites or social media sites affiliated with the school or school district.

The School District has designated the following information as directory information:

(a) Student's name, address & telephone number;

(b) Student's date and place of birth;

(c) Student's email address;

(d) Student's participation in official school activities and sports;

(e) Weight and height of members of an athletic team;

(f) Dates of attendance at schools within the district;

(g) Honors and awards received during the time enrolled in district schools;

(h) Photograph; and

(i) Grade level.

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

(5) You are also notified that from time to time students may be photographed, videoed, or interviewed by the news media at school or at some school activity or event. The principal will take reasonable steps to control access to students by the media or other individuals not affiliated with the school or district. However, your submission of a written objection does not constitute a guarantee that your student will not be photographed, videoed, or interviewed, or that such information will not be posted on websites or social media sites not affiliated with the school or district, or in circumstances which are not within the knowledge or control of the principal.

(6) You have the right to file with the U. S. Department of Education a complaint concerning alleged failures by the school district to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

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

(7) The Georgia Student Data Privacy, Accessibility, and Transparency Act affords parents and eligible students the right to file a complaint with the school district regarding a possible violation of rights under O.C.G.A. § 20-2-667 or under other federal or state student data privacy and security laws. Such complaints may be filed with:

Glynn County School System
1313 Egmont Street
Brunswick, GA 31520

Georgia Student Health Survey

The Georgia Student Health Survey (GSHS) is an anonymous, statewide survey instrument created by the Georgia Department of Education in collaboration with other state partners. The GSHS is administered online each year to students in grades 6-12. Middle and high school students (grades 6-12) participate in the standard survey. Survey results assist in the identification of safety, climate, and health issues that impact student achievement and help guide school prevention and intervention strategies. If you prefer that your child NOT participate, please notify your child's principal in writing.

Clubs/Organizations

Glynn County School System is required to notify parents or legal guardians regarding the various clubs and organizations offered at each school. If a parent or legal guardian does not want their child to participate in a particular club or organization, they must inform the school in writing.

"Clubs and organizations" mean a group comprised of students who wish to organize and meet for common goals, objectives, or purposes and which is currently under the sponsorship, direction, and control of the school. This term shall include any activities reasonably related to such clubs and organizations, but shall not include competitive interscholastic events or activities.

Because school club and organization activities may change annually, parents/legal guardians are advised to review the clubs offered by their child's school each year to make informed decisions about their child's participation. A list of clubs for your child's school is located on the school website. Please use the Club and Organization Permission Withdrawal Form found in the back of this handbook if you do not wish for your child to participate in any club(s) or organization(s) and return the form to your child's school.

Student Dress Code

Student dress code can be reviewed from the district policy.

Section 504

Section 504 of the Rehabilitation Act of 1973, commonly referred to as "Section 504," is a nondiscrimination statute enacted by the United States Congress. The purpose of Section 504 is to prohibit discrimination and to assure that disabled students have educational opportunities and benefits equal to those provided to non-disabled students.

For more information regarding Section 504, or if you have questions or need additional assistance, please contact the Glynn County School System's Section 504 Coordinator at the following address:

Ms. Aunjae Cary
5505 Altama Avenue Brunswick, GA 31525
912.267.4100 ext. 1310

The implementing regulations for Section 504 as set out in 34 CFR Part 104 provide parents and /or students with the following rights:

1. Your child has the right to an appropriate education designed to meet his or her individual educational needs as adequately as the needs of non-disabled students. 34 CFR 104.33
2. Your child has the right to free educational services except for those fees that are imposed on non-disabled students or their parents. Insurers and similar third parties who provide services not operated or provided by the recipient are not relieved from an otherwise valid obligation to provide or pay for services provided to a disabled student. 34 CFR 104.33
3. Your child has a right to participate in an educational setting (academic and nonacademic) with non-disabled students to the maximum extent appropriate to his or her needs. 34 CFR 104.34
4. Your child has a right to facilities, services, and activities that are comparable to those provided for non-disabled students. 34 CFR 104.34
5. Your child has a right to an evaluation prior to a Section 504 determination of eligibility. 34 CFR 104.35
6. You have the right not to consent to the school system's request to evaluate your child. 34 CFR 104.35
7. You have the right to ensure that evaluation procedures, which may include testing, conform to the requirements of 34 CFR 104.35.
8. You have the right to ensure that the school system will consider information from a variety of sources as appropriate, which may include aptitude and achievement tests, grades, teacher

recommendations and observations, physical conditions, social or cultural background, medical records, and parental recommendations. 34 CFR 104.35

9. You have the right to ensure that placement decisions are made by a group of persons, including persons knowledgeable about your child, the meaning of the evaluation data, the placement options, and the legal requirements for least restrictive environment and comparable facilities. 34 CFR 104.35
10. If your child is eligible under Section 504, your child has a right to periodic reevaluations, including prior to any subsequent significant change of placement. 34 CFR 104.35
11. You have the right to notice prior to any actions by the school system regarding the identification, evaluation, or placement of your child. 34 CFR 104.36
12. You have the right to examine your child's educational records. 34 CFR 104.36
13. You have the right to an impartial hearing with respect to the school system's actions regarding your child's identification, evaluation, or educational placement, with opportunity for parental participation in the hearing and representation by an attorney. 34 CFR 104.36
14. You have the right to receive a copy of this notice and a copy of the school system's impartial hearing procedure upon request. 34 CFR 104.36
15. If you disagree with the decision of the impartial hearing officer (school board members and other district employees are not considered impartial hearing officers), you have a right to a review of that decision according to the school system's impartial hearing procedure. 34 CFR 104.36
16. You have a right to, at any time, file a complaint with the United States Department of Education's Office for Civil Rights. The address of the Regional Office (which includes Georgia) is:

    Office for Civil Rights
    Region IV
    61 Forsyth Street S. W.
    Suite 16T70
    Atlanta, Georgia 30303-8909

Universal Behavior Screening

Glynn County Schools is committed to creating a culture of student support and supporting the needs of the whole child. One way we are addressing the whole child is by identifying student strengths and areas for growth relative to social, emotional, and behavioral well-being. In our continuing efforts to support the well-being of all students, we will administer a universal screener for emotional and behavioral health. The assessment consists of a brief rating scale to help identify students who may be at risk of developing academic or other school-related concerns. Homeroom teachers for students in grades K-2 will complete a brief rating scale for their students; students in grades 3-8 will complete a self-rating that takes 5-15 minutes. The district chose the BASC-3 BESS (Behavior and Emotional Screening Scale) as the universal screener to help identify strengths and areas for growth. Two screening windows will be offered annually. Notification will be sent to parents regarding the screening. If you prefer that your child NOT participate, please notify your child's principal in writing.

Attendance

Georgia law requires compulsory school attendance for all students between the ages of 6 and 16 residing in Glynn County. Any parent, guardian, or other person residing in this state who has control or charge of a child or children and who violates the law shall be guilty of a misdemeanor and, upon conviction thereof, shall be subject to a fine not to exceed $100 or imprisonment not to exceed 30 days, or both, at the discretion of the court having jurisdiction (O.C.G.A. § 20-2-690.1). However, a child under six years of age who has attended more than 20 days in public school will be subject to the compulsory attendance law. {(O.C.G.A. § 20-2-150 (C)}.

Any child subject to compulsory attendance who, during the school calendar year, has more than five days of unexcused absences shall be deemed truant per the Georgia Department of Education State Board Rule 160-5-1-.10 and the Glynn County Schools Board Policy JB.

Georgia Senate Bill 123 (2025) strengthens the state's compulsory attendance law by ensuring attendance efforts are funneled through a multi-tiered system of supports to address all absences from school, both excused and unexcused. Students are considered to be chronically absent when they have missed 10% or more enrolled school days, regardless of reason.

Each school will create and implement a proactive, positive, and inclusive attendance plan to promote a strong, school-wide culture of consistent student attendance.

Excused absences

Students may be temporarily excused from school who:

1. Are personally ill and whose attendance in school would endanger their health or the health of others;
2. Have a serious illness or death in their immediate family which would reasonably necessitate absence from school;
3. Wish to observe special and recognized religious holidays of their faith;
4. Are mandated to be absent by a court order or the order of governmental agencies;
5. Are experiencing conditions rendering attendance impossible or hazardous to student health or safety;
6. Need to register to vote or to vote;
7. Have a parent or legal guardian in military service in the U.S. armed forces or National Guard, and such parent has been called to duty for, or is on leave from, overseas deployment to a combat zone or combat support posting, will be granted up to 5 days of excused absences per school year to visit with his or her parent prior to the parent's deployment or during the parent's leave.
8. Have any emergency or set of circumstances which, in the judgment of a building administrator, constitutes just and sufficient cause for an excused absence from school.

Students should be counted present when attending court proceedings related to their foster care, serving as pages of the Georgia General Assembly, attending 4-H events, and taking tests and physical exams for military service in the armed forces of the United States and National Guard.

All approved School Sponsored Activities (SSA), up to 10, are considered as part of the school day and do not count against the student's classroom attendance. Students may use three SSA days for educational purposes (e.g. college campus visits), pre-approved by the school principal or designee. The superintendent or designee may approve additional days requested for any activities that may exceed 10 days.

A student who is absent from school for any portion of a school day must bring to the attendance clerk a signed note from a parent or guardian explaining the reason for the absence. School officials will determine if the absence is excusable based on state policy.

A parent may write a personal note to excuse up to seven absences due to the student being too sick to attend school. The note should be sent to school on the first day and not later than the third day that the student is back in class even if the parent has had contact with the school. Verbal notification of the reason for an absence will not be accepted to excuse an absence from school. If the note is not turned in to the attendance clerk, the student absence will be recorded as unexcused. Medical documentation will be required to excuse all absences beyond the initial

seven due to illness.

If the school nurse determines that the student is too sick to attend school, the absence will be marked as excused. Parents will not be required to write a note to excuse these absences. This may include the consecutive day if the student goes home early and is still not well enough to return to school the following day.

School attendance is required on the day of any proposed school activity in which a student wishes to participate.

Unexcused Absences

School staff will attempt to contact the parent/guardian each time a student is absent to remind parents/guardians and students of the importance of being in the classroom for instructional time. An automated calling system may also be used to contact the parent.

Three days unexcused: The school assistant principal or designee will notify the parent, guardian, or other person having charge or control of the student when a student has three (3) unexcused absences.

Five days unexcused: The school will notify the parent, guardian or other person having charge or control of the student when such student has five unexcused absences. The notice shall outline the penalty and consequences of such absences and that each subsequent absence shall constitute a separate offense. After two reasonable attempts without response to notify the parent, guardian or other person having charge or control of a student of five unexcused days of absence, the school shall send a written notice via first-class mail. The school system shall notify parents via certified mail, return receipt requested, prior to any action to begin judicial proceedings for violations of the compulsory attendance law. (O.C.G.A. § 20-2-690.1)

When a student is absent for five unexcused days, the student is considered truant according to Georgia law. (O.C.G.A. § 20-2-690.1)The school will notify the parent/guardian of the day and time to appear before the School Attendance Review Team (SART) to discuss barriers to regular school attendance. Failure to attend the School Attendance Review Team meeting may result in the student's case being referred to a School Resource Officer and/or School Social Worker for further intervention.

Seven days unexcused: The school will notify the parent, guardian, or other person having charge or control of the student when such student has seven unexcused absences. The notice shall outline the definition of truancy and a summary of possible consequences and penalties for truancy, including possible dispositions for Children In Need of Services or the issuance of a citation.

Ten days unexcused: The school will notify the parent, guardian, or other person having charge or control of the student when such student has 10 or more unexcused absences. A School Attendance Review Team (SART) meeting will be held to assess why the student is truant and to determine which interventions will be most effective to ensure student attendance.

Interventions vary based on the age of the student and may include:

1. Continued intervention by the School Attendance Review Team;
2. Referral to community agency (Support Staff and Social Worker);
3. Issue a parent citation (State Court) or juvenile complaint (Juvenile Court) (School Resource officer); or
4. Involuntary student withdrawal (Social Worker).

State Court: The Mandatory Education Intervention Program (MEIP) is a diversion program offered to parents/guardians of students who are truant. In collaboration with the Glynn County Solicitor's Office, parents/guardians may be offered the opportunity to complete the program in an effort to improve the student's attendance, with the added benefit of having their case dismissed.

Juvenile Court: Child in Need of Services (CHINS) is an approach to dealing with status offenses including truancy as created by the Juvenile Justice Reform Act (House Bill 242) and went into effect on January 1, 2014. It promotes early intervention and effective alternatives to low-risk offenses and uses juvenile courts as a last resort for discipline. CHINS may be used for truant students for court purposes as having 10 or more days of unexcused absences from school in the current academic year.

Involuntary/voluntary Withdrawal: When a 16- or 17-year-old student desires to withdraw from school, he/she must have the written permission of his/her parent or guardian prior to withdrawing. Prior to accepting such permission, a school administrator will make reasonable attempts to have a conference with the student and parent/legal guardian within two school days of receiving notice of the intent of the student to withdraw. The purpose of the conference is to share with the student and parent/guardian educational options available and the consequences of not earning a high school diploma. The School Social Worker may coordinate these procedures. Georgia law requires a student to be enrolled in a public or private school or home study program in order to receive a Certificate of School Enrollment form to obtain a Georgia Learner's Permit or Driver's License.

Any student who has seven (7) or more unexcused absences during the school year will be ineligible for participation in any extracurricular activities. Examples include, but are not limited to, athletic contests, fine arts productions and competitions, dances, prom, senior activities such as Grad Night, vocational competitions, literary competitions, and band competitions. Support for students who are chronically absent: Any student who misses 10% or more of enrolled school days for any reason (excused or unexcused) is considered chronically absent. It is critical for all students to be in class, on time in order to receive the best possible education available to them. Students experiencing chronic absenteeism will be monitored by the School Attendance Review Team (SART). The team may request a Student Attendance Review Team meeting with the student and the parent/guardian. The purpose of this meeting is to identify any barriers to regular school attendance. The interventions provided will depend on the unique circumstances for each student and family.

Tardies and Early Dismissal

Tardy to School – A student is tardy to school when s/he arrives at school after the designated start time for the school day. Students who are tardy to school must report to the office to receive

an admission slip/pass to class. An elementary student's parent/guardian must accompany the student.

Excused Tardy – Tardies may be excused for events beyond human control, such as an accident, road closure, or power outage. Tardies may also be excused for inclement weather, such as flooding, high winds, or a tornado watch.

Early Dismissal – A student is dismissed early from school when s/he checks out of school before the designated end time for the school day.

Tardy to Class – A student is tardy to class when he/she arrives after the tardy bell or the designated start time for that class. Consequences for students who do not practice punctuality are outlined in the Student Code of Conduct (Policy JCDA). Students must be on time for school and class. Tardies will not be tolerated.

Make-Up Work When Absent

Allowing students to make up work after an absence helps them build skills they will need for future success in school, work, and life. Students should not be unfairly penalized for absences beyond their control. At the same time, schools play an important role in helping students learn responsibility and understand the importance of being accountable for their choices and actions. Therefore, students who are absent will have the number of days they were absent, plus one additional day, to complete and submit missed work Non-school-sponsored trips are not excused absences; however, if the student contacts the principal in advance, the work may be made up, and the student may receive credit.

NEW Student Enrollment

Georgia State law requires all students entering the first grade to be six years old on or before September 1. Students entering the kindergarten program must be five years old on or before September 1. A certified birth certificate with a state file number is required for students enrolling in pre-kindergarten, kindergarten, and first and second grade. (A certified birth certificate may be obtained from the Glynn County Vital Records Department.) In cases of extreme financial hardship, the hospital-issued birth certificate (with the hospital number and seal) may be accepted. If a child is not enrolled in kindergarten or the first grade during the first six weeks of school, the child shall not be admitted to the first grade until the beginning of the next school year, with the following exceptions: A child may be admitted to the first grade if a physician certifies that illness prevented enrollment during the first school month. A child who reaches the age of six (6) years of age on or before September 1 must be enrolled upon application during that school year

State law requires that the parents or guardians of a child entering school in Georgia for the first time present a certificate of immunization to school authorities. This certificate states that the child has been immunized from contagious diseases as itemized by the State Board of Health. The Glynn County Board of Health will determine whether or not a student has a communicable disease or other ailment that requires adjusted school activities or removal from school for a period of time. All students entering school in the state of Georgia for the first time must secure a

vision, hearing, and dental evaluation. This evaluation may be obtained from the Glynn County Board of Health and/or through a private physician. Upon completion of the evaluation, a certificate may be issued by the Glynn County Board of Health and/or a physician, and this certificate is necessary for students to be enrolled in kindergarten and/or the first grade. State law also requires that no student shall be admitted to any public school of the state until the parent or guardian provides to the proper school authorities an official copy of the child's social security number, which shall be incorporated into the official school records pertaining to that child. A parent or guardian who objects to the incorporation of the social security number into the school records of a child may have the requirement waived by signing a statement objecting to the requirement.

Intradistrict Transfer (IDT)

Georgia's Intradistrict Transfer (O.C.G.A. §20-2-2130, O.C.G.A. §20-2-2131) option allows parents of students enrolled in a public elementary or secondary school in Georgia to elect to enroll their student in a public school that is located within the school district in which the student resides other than the one to which the student has been assigned by the local board of education if such school has classroom space available after its assigned students have been enrolled. The parent shall assume the responsibility and cost of transportation of the student to and from the school. Each local school district establishes its own process (available to all students) to implement the transfer requirements of Georgia's Intradistrict Transfer option.

House Bill 251 (HB 251), a law signed by Governor Perdue in 2009, allows parents of public school students in Georgia the opportunity to enroll their child in designated schools within the local school district in which they reside. Requests for transfers must be submitted to the school district office through the online application.

The **Georgia Special Needs Scholarship** applies to eligible students with disabilities under IDEA and Section 504. Requests for transfers must be submitted to the **Georgia Department of Education** office through an online application. As a parent or guardian, you can request to have your child transferred to another public school within the school district as long as the district has determined that there is available classroom space at the school you requested. If you choose to transfer your child to another school in the district, the law requires you to assume all costs and responsibilities related to the transportation of your child to and from the school. A student may be returned to his/her zoned school for excessive absenteeism, tardiness, academic failure, and/or behavior problems. The window for intradistrict transfers for grades 1-12 opens in December each year. The application is electronic and must be completed for all students for whom an intradistrict transfer is requested. Please note that if a school is not listed, the school has reached its maximum capacity.

Withdrawal

In the event of excessive absenteeism, GCSS is authorized to administratively withdraw students 16 years of age or older (not subject to the compulsory attendance law) who have 10 (ten) or more consecutive days of unexcused absences without any extenuating circumstances. School administrators shall document a minimum of three (3) attempts to contact a parent, guardian, or

other person to hold an attendance withdrawal conference prior to withdrawing a student. (SB Rule 160-5-1-.28) Parents can withdraw their students by completing a written withdrawal form. Students between the ages of 16 and 18 (emancipated minors) must have parental permission to withdraw from school prior to earning a diploma. The principal must convene a conference with the parent of the child within two (2) days of receiving notice of intent to withdraw.

Homeless Education (McKinney-Vento)

Glynn County School District will follow the requirements of the McKinney-Vento Homeless Assistance Act and remove barriers to school enrollment and attendance. For more information on this initiative, please contact your school counselor or school social worker.

Edna Mae McGovern Act

The Edna Mae McGovern Act (HB 402) requires GA public schools to provide parents and students with information on water safety education. Below is a list of community locations that provide water safety training/ swimming lessons: City of Brunswick Parks & Recreation Swim Lessons Golden Isles YMCA Georgia Swim School LLC Glynn County Recreation (Aquatics Center)

Medicines and Medication

All medications other than those listed in this policy, whether prescription or over-the-counter, may be administered only in accordance with the guidelines set forth by the principal of each school. All medications must be taken by the student, parent, or guardian to the school office immediately upon arrival at school and must be in the original pharmaceutical containers, clearly labeled with the student's name, the name of the medication, the appropriate dosage, and the times for dosage. Any student possessing prescription or over-the-counter medication that does not comply with these guidelines will be considered in violation of the School District's drug policy and shall be subject to the discipline outlined in the student code of conduct.

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 for allergic reactions, and ready-touse glucagon and all necessary supplies and equipment to perform monitoring and treatment functions authorized by the student’s diabetes medical management plan or medication and supplies authorized by the student’s seizure plan. 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, or in order for the school to store and administer the medication for students who are unable to self-administer because of age or any other reason, parents must provide a written statement from a licensed physician confirming that the student is able to selfadminister the medication, if applicable, 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 for administering such medication to students, or for any adverse reaction suffered by a student who self-administers such medication. Parents are encouraged to provide the 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.

Nurses or other school employees are authorized to administer auto-injectable epinephrine, if available, to a student who is having an actual or perceived anaphylactic adverse (allergic) reaction, regardless of whether the student has a prescription for epinephrine. Any school employee who, in good faith, administers or chooses not to administer auto-injectable epinephrine to a student in such circumstances shall be immune from civil liability. Please ensure that the nurse has an updated number to call you in case they have questions.

NOTE: All medications must be brought in by the parent or guardian in the original pharmaceutical (e.g., bottle). Over-the-counter medication must also be in an unopened container to be left with the nurse in the nurse's clinic.

Transportation

The Transportation Department relies on information contained within the Infinite Campus student information system to assign stops and routes. It is imperative that parents keep their information current in Infinite Campus by contacting their child's school for address and contact information changes.

Students should arrive at their assigned bus stop 7 to 10 minutes before the scheduled pick-up time.

Meal Prices for 2026-2027

Glynn County Schools is fortunate to continue to offer all students breakfast and lunch at no cost. Below are the meal prices for 2026-2027.

Meal Prices for SY 2026-2027	Breakfast	Lunch	Snack
All Enrolled Students (1st meal)	$0.00/CEP	$0.00/CEP	$0.00/CEP
Adults (All GCSS Staff) & Student (2nd Meal)	$3.00	$5.50	$1.50
All Visitors (Special Events)	$4.00	$6.00	$2.00

Notification of Unstructured Break

In compliance with HB 1283, the GCSS has a policy outlining unstructured break time for middle school students and an average of 30 minutes of recess per day in elementary schools. Break times are not mandatory on days when the student has a physical education class. Schools may also, at times, withhold a student's break time for disciplinary or academic reasons.

USE OF ELECTRONICS BY STUDENTS

In accordance with Georgia Distraction-Free Education Act and the Glynn County Board Policy, JCDAF: Use of Electronic Devices by Students outlines the following standards: students in grades K-12 are not permitted to access personal electronic devices while on school premises during school hours, including but not limited to cell phones, smartwatches, tablets, e-readers, headphones, earbuds, and other devices with functionalities such as wireless communications, internet access, messaging, video recording, gaming, social media access, or data transmission during school hours. School activities such as trips,

athletic events, and extracurricular activities may be used in accordance with the appropriate use guidelines in the Student Code of Conduct. A student whose Individualized Education Plan (IEP), Section 504, or medical plan developed with the student's parent/guardian and academic team that explicitly mandates the use of a personal electronic device shall be permitted access to the device as necessary to fulfill the requirements of the respective program or plan. Parents wishing to reach their child during school hours should contact the front office. The district or any individual school within the district shall not assume any responsibility or liability for theft, loss, or damage to a personal electronic device.

Hospital Homebound

Academic instruction and other services provided to eligible students who are confined to home or in a health care facility for periods of time that would prevent normal school attendance based upon certification of need by the licensed physician, psychiatrist, or advanced practice provider (physician's assistant or nurse practitioner) who is treating the students for the presenting diagnosis.

Parents of students who may need HHB services, should contact their child's school counselor to obtain the application or may request the application from their student's case manager if he/she is a student with special needs.

STUDENT CODE OF CONDUCT

Board Policy JCDA adopted by the Glynn County Board of Education 07/07/2026

The Glynn County Board of Education strives to operate each school in an orderly manner that provides for the welfare and safety of all students. Therefore, the Board of Education has adopted a policy that requires students to conduct themselves at all times according to established behavioral standards. These standards for behavior focus on creating a supportive, safe, secure, and equitable learning environment while promoting the academic and developmental health of students. Glynn County Schools' approach to student conduct reflects our commitment to understanding and addressing the causes of behavior and teaching appropriate behavior while providing a safe and secure learning environment for all students.

The Glynn County Board of Education's Code of Conduct was designed and created to comply with the progressive discipline processes set forth in O. C. G. A. § 20-2-735, which states that discipline will be in proportion to the severity of the behavior leading to the discipline, that the previous discipline history of the student during the current school year and other relevant factors will be considered, and that all due process procedures required by federal and state law will be followed.

A copy of the Code of Conduct (digital and/or hardcopy) is provided annually to each student in the Glynn County School System (Pre-K through 12th grade).

The Student Code of Conduct is effective during the following times and in the following places:

- In route to and from school or on school property at any time;
- Off school grounds at any school-related activity, function, or event and while traveling to and from such events; and
- On school buses and at school bus stops.
- When using district-provided electronic resources
- Any conduct of a student outside of school hours or away from school which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process. (O. C. G. A. § 20-2-751.5 (c).

Major offenses, including but not limited to drug and weapon offenses, can lead to schools being designated as Unsafe Schools under State Board Rule 160-4-8-.16, UNSAFE SCHOOL CHOICE OPTIONS.

Parents/guardians are expected to familiarize themselves with the Student Code of Conduct and to support it in their daily communication with their children and others in the community.

STANDARDS OF BEHAVIOR: ACCOUNTABILITY AND SUPPORT

All members of the school community – students, staff, and parents/guardians – must know and understand the standards of behavior that are expected of all students and the consequences if these standards are not met. The Glynn County School System Student Code of Conduct provides a comprehensive description of expected and unacceptable behavior, including incidents involving drugs or weapons. It includes the range of permissible disciplinary and intervention measures that may be used when students engage in such misbehavior. This Student Code of Conduct applies to all students. Students with disabilities are entitled to additional due-process protections under federal law.

Students in the Glynn County School System are expected to:

- **Contribute to a safe school environment.** Students should engage in behaviors that promote a safe school environment, free from disruption, and should encourage their peers to support a positive learning environment.
- **Show respect for self and all members of and visitors to the school community.** Students must follow directions, use acceptable, courteous language, avoid disrespect, and follow school rules and procedures. All students should support the achievements and efforts of others. This includes respect for others and their property, including district electronic resources.
- **Engage fully in the learning process.** Students should report to school and class on time, attend all regularly scheduled classes, remain in class until excused or dismissed, and actively engage in instruction. Students must maintain academic integrity and appropriately use instructional materials, including learning technologies.
- **Adhere to school-outlined expectations** set through Tier 1 PBIS systems throughout the school and in the classroom.

AUTHORITY OF THE SCHOOL LEADERS

The principal is the designated leader of the school and, along with the staff, is charged by the Superintendent with the safe and orderly operations of the school. In case of disciplinary violations not covered by this code, the principal may impose reasonable corrective measures that he or she believes are in the best interests of the student involved and the school, provided that any such action does not violate the school board policy or procedures.

AUTHORITY OF THE TEACHER

The superintendent fully supports the authority of principals and teachers in the school system to remove a student from the classroom pursuant to provisions of state law. Each teacher shall comply with O.C.G.A. § 20-2-737, which requires the filing of a report by a teacher who has knowledge that a student has exhibited behavior that repeatedly or substantially interferes with the teacher's ability to communicate effectively with the students in his or her class or with the ability of such student's classmates to learn, where such behavior is in violation of the Student Code of Conduct. Such a report shall be filed with the principal/designee within one school day of the most recent occurrence of such behavior, shall not exceed one page, and shall describe the behavior. Within one school day after receiving such a report from a teacher, the principal/designee shall send to the student's parents/guardian a copy of the report and information regarding how the student's parents/guardian may contact the principal or designee. The principal/designee shall notify in writing the teacher and the student's parents/guardian of the discipline or student support services that have occurred because of the teacher's report within one school day from the imposition of discipline or the utilization of the support services. The principal/designee shall make a reasonable attempt to confirm that the student's parents/guardian has received the written notification, including information as to how the parents/guardian may contact the principal/designee.

PARENTAL INVOLVEMENT

This Student Code of Conduct is based on the expectation that parents/guardians, teachers, and school administrators will work together to improve and enhance student behavior and academic performance

and will communicate freely their concerns about and actions in response to student behavior that detracts from the learning environment. School administrators recognize that two-way communication through personal contacts is extremely valuable; therefore, they provide information to parents as well as ongoing opportunities for school personnel to hear parents' concerns and comments. The Student Code of Conduct specifies within its standards of behavior various violations of the code which may result in a school staff member's request that a parent/guardian come to the school for a conference. Parents/guardians are encouraged to visit the schools regularly and are expected to be actively involved in the behavior support processes designed to promote positive choices and behavior. Georgia law mandates that any time a teacher or principal identifies a student as having a chronic disciplinary problem, the principal shall notify by telephone call and by mail the student's parent or guardian of the disciplinary problem, invite the parent/guardian to observe the student in a classroom situation and request at least one parent/guardian to attend a conference to devise a disciplinary and behavioral correction plan. Georgia law also states that before any chronic disciplinary problem student is permitted to return to school from a suspension or expulsion, the school shall request by telephone call, email, text, and/or by mail at least one parent or guardian to schedule and attend a conference to develop a disciplinary and behavioral intervention plan. Parents/guardians are encouraged to inform their children about the consequences, including potential criminal penalties, of underage sexual conduct and crimes for which a minor can be tried as an adult. Parents may seek assistance from the school administration. Parents/guardians and students are encouraged to contact the principal of the school if specific questions arise related to the Student Code of Conduct.

State Standards

Glynn County School System follows the state required Georgia Standards of Excellence (GSE) as the instructional framework for all core content instruction. On February 19, 2015, the State Board of Education (SBOE) approved to change the former Georgia Performance Standards (GPS) to the new Georgia Standards of Excellence (GSE) for English Language Arts (ELA) and Mathematics. The new GSE for ELA and Mathematics were implemented at the beginning of the 2015-2016 school year. On March 31, 2016, the new GSE for Science was approved by the SBOE. The SBOE also approved the new GSE for Social Studies on June 9, 2016. The new Science and Social Studies GSE was implemented in the 2017-2018 school year.

The link below will provide related information to the Georgia Standards of Excellence:

GaDOE SuitCASE

MULTI-TIERED SYSTEMS OF SUPPORT

The Glynn County Board of Education offers a Multi-tiered System of Support (MTSS) for academic, behavioral, and well-being needs of all students. The MTSS process utilizes preventative instructional practices and interventions to support both universal and individual student needs. Behavioral supports are provided at a universal level intended to effectively address the needs of all students in a school (referred to as Tier 1 and/or PBIS). A major initiative in the Glynn County Schools is Positive Behavior Interventions and Supports (PBIS), which includes proactive strategies for defining, supporting, and teaching appropriate behaviors to create positive, safe learning environments. Attention is focused on sustaining a Multi-Tiered System of Support to increase student learning. School staff recognize that managing and changing student behavior involves a continuum of recognition, supports, interventions, and remediation.

MTSS provides a tiered approach dedicated to the following: preventing inappropriate conduct and reinforcing appropriate behaviors; providing interventions to help students acquire necessary social/emotional/behavioral skills; and providing individualized support to remediate inappropriate behavioral patterns. MTSS behavioral support is a systematic process for providing a series of intensifying, evidence-based behavioral interventions and supports matched to student needs. Student

need is determined by a student's lack of response to an evidence-based, behavioral intervention implemented with fidelity.

If a student is identified as a Chronic Disciplinary Problem student, as defined in this document, staff must provide behavioral support to all students who need it by utilizing the MTSS process. These resources include Student Support Teams, school counselors, and chronic disciplinary problem student plans.

According to O. C. G. A. § 20-2-741.3b, local boards of education are encouraged to implement PBIS and MTSS programs and initiatives in their schools. Moreover, O. C. G. A. § 20-2-742 requires that students in grades PreK through 3 must be receiving interventions through the MTSS process prior to expulsion or more than five (5) days of out-of-school suspension. Teachers and administrators, in the course of initiating interventions, will include Positive Behavior Interventions Support (PBIS) through the Multi-tiered Systems of Support (MTSS) process, if not already provided.

Tier 1: Standards-Based Classroom

Focus: All Students General curriculum and instructional best practices, enhanced with acknowledgments of positive behaviors and clearly stated learning outcomes for all students.

Tier 2: Needs-Based Learning

Focus: Students identified as at risk for poor behavioral outcomes

- Includes students who are not performing successfully with school-wide positive behavior intervention supports
- Students with Disabilities (SWD) should receive Tier 2 needs-based learning in addition to services outlined in their Individual Education Plan (IEP) as needed.

Tier 3: Student Support Team (SST) Driven Learning

Focus: Students who have not responded to Tier 1- and Tier 2-level interventions

- Includes students who are not performing successfully with school-wide positive behavior intervention supports (Tier 1) and the additional re-teaching of expectations coupled with behavioral interventions (Tier 2)
- The needs of individual students who exhibit a pattern of problem behaviors
- Diminishing problem behaviors and increasing the student's social skills and functioning
- Interventions involving Functional Behavioral Assessments (FBA) and Behavior Intervention Plans (BIP) based on thorough data collection and analysis
- Continuous progress monitoring and analysis of data to determine student response to the individualized interventions provided
- Students with Disabilities (SWD) should receive Tier 3 support, in addition to the services outlined in their Individualized Education Plan (IEP) as needed.

  Before a student receives a suspension, the administrators are responsible for ensuring that the student has received interventions that address the student's misbehavior. These interventions must be documented. Exceptions to this are offenses, which are most serious in maturity and have occurred without prior opportunity for early interventions.

Corrective Strategies	Description
Behavior Correction Plan	A written/verbal contract or plan for the student with stated goals, objectives, and outcomes for the student to develop the necessary skills to address the stated incident or behavior.
Conference with Parent(s)/guardian(s)	The administrator and teacher communicate with the student's parent(s)/guardian(s) by phone, email, written notes, virtually, or in person about the problem.
Conference with Student	Private time with a student to discuss behavior interventions/solutions. This can include direct instruction in expected or desirable behavior.
Daily/Weekly Report	A progress report and/or assignment sheet that gives the student and parent the opportunity to track the student's academic and behavioral progress in each of his/her classes for a specified period of time.
Behavior Intervention Plan	A written improvement plan is created for a student who struggles with behavior in class. It is designed to address specific actions to improve or replace inappropriate behaviors and to prevent or stop misbehavior.
Detention	Disciplinary action consists of the assignment of students to a certain area of school, outside of regular school hours (before school, after school, on a non-school day) for a specified period of time
Mentoring	An agreed-upon adult or student who provides consistent support, guidance, and concrete help to a student who needs a positive role model.
Referral to School Counselor	Counseling by the school counselor to assist the student in developing or using the necessary skills to address the stated incident.
Referral to School Social Worker	Social services are provided by the school social worker to assist and enhance students' achievement in the classroom by developing strategies and interventions to improve their academic, social, and behavioral performance.
Restorative Practices	A structured process guided by a trained facilitator in which the participants in an incident examine the intended and unintended impact of their actions and decide on remedies to repair and restore the relationship.
Schedule Change (regular classes)	A permanent change in the student's regular class schedule.
Silent Lunch/Lunch Detention	A separate seating arrangement for the student during a regularly scheduled lunch period.
Temporary Classroom Change (short-term)	The temporary removal of a student from the regular classroom to a different classroom; the student will be given the opportunity to complete his or her regular classwork in an alternative setting.
Temporary Removal from Classroom	The temporary removal of a student from the traditional learning environment to a separate, individual learning environment for a short period of time.

PROGRESSIVE DISCIPLINE

When it is necessary to impose discipline, school administrators and teachers will follow a progressive discipline process. The degree of discipline to be imposed by each school official will be in proportion to the severity and/or frequency of the behavior of a particular student and will consider the student's intent, discipline history, the age of the student, and other relevant factors.

Disciplinary action will be progressive, will draw on the professional judgment of teachers and administrators, and may, depending on the circumstances, include a range of discipline management alternative resolutions, including positive disciplinary techniques. Disciplinary action will take into consideration, without limitation, the seriousness of the violation, the student's age and grade level, the frequency of the student's misbehavior overall, the student's attitude, whether the student was acting in self-defense, the effect of the misconduct on the school environment, intent or lack of intent at the time the student engaged in the conduct, and requirements of the law (including, without limitation, IDEA and Section 504). Because of these factors, discipline for a particular violation (unless otherwise specified by law) may bring into consideration varying alternative resolutions and responses. Principals or designees

will have the authority to assign consequences based on behavior related to specific incidents. This may include differentiated discipline assigned on a case-by-case basis. If a behavior is deemed a criminal offense, additional actions may be imposed. Law enforcement may impose penalties independent of school administration.

When a Code of Conduct Violation is reported or suspected, the principal or designee will determine whether an investigation is warranted and, if so, will instruct appropriate personnel to conduct an investigation. The investigation, where possible, should include interviews with the alleged perpetrator(s), identified witnesses, teacher(s), staff members, and others who might have relevant information. When possible, written statements may be requested and secured. Principals and assistant principals have the responsibility and authority to question students for the purpose of maintaining a safe and orderly school environment. Although schools will make an effort to inform parents about issues of concern, when possible, parental consent and notification are not required prior to questioning and/or obtaining written statements from students.

At an appropriate time during the investigation, the parent or guardian will be notified. If the incident involves injury or a need for immediate medical care arises, appropriate medical attention will be provided, and the parent or guardian notified as soon as practicable. The principal and his/her designee should also immediately inform parents/guardians when students are removed from the school setting by emergency medical or law enforcement personnel.

School administrators have the authority to assign In-School Suspension (ISS) or Out-of-School Suspension (OSS) for 10 days or less. Questions regarding all disciplinary matters should be directed to the school administration.

The determination of whether a student has violated the Code of Conduct will be based solely on the preponderance of the evidence, which means that it is more likely than not, based on all of the evidence available, that the student did violate the Code of Conduct. Once it has been determined that the student did violate the Code of Conduct, the administrator will follow the progressive discipline process.

Guiding Principles for Addressing Behavior

Acts of misconduct include, but are not limited to:

- Violation of the Student Behavior Code (included in this document)
- Violation of the Attendance Policy (included in the document)
- Violation of the Dress Code (provided by your school)
- Violation of the State of Georgia Criminal Laws

Levels

Level I	**Level II**	**Level III**
Least severe; office discipline referral and consequences may range from parent conference to out of school suspension	Moderately severe; office discipline referral generated and consequences may include, but are not limited to, parent conference, in-school suspension, out of school suspension and possible tribunal depending on the student behavior code violation	Most severe; serious disruptions to the school environment that may result in long-term suspension, placement in an alternative school program or expulsion. Tribunal hearing is often required for this level. These cases may require law enforcement (school resource officers) to impose charges.

Depending on the severity of the violation, school administrators have the authority to send a student to a disciplinary tribunal for any violation, regardless of the level of discipline.

Confidentiality Regarding Discipline

Confidentiality is an important part of student discipline. Federal and state laws require that Glynn County Schools protect the confidentiality of individual student personal information, including any disciplinary action. Parents sometimes ask about disciplinary actions imposed on students other than their own. Glynn County School District is unable to provide this information.

Suspension or Expulsion from School

All In-School Suspension (ISS), Out-of-School Suspension (OSS), or Expulsion from any Glynn County School shall also include a prohibition for the student from participating in all regular school activities, extracurricular school activities, athletic events, and other school events for the period of time assigned the respective consequence by the administration for the student. The maximum punishment for an offense may include alternative placement, long-term suspension or expulsion, including permanent expulsion, but those punishments will be determined only by a disciplinary tribunal as outlined in Board of Education Policy JCEB. Parents of students who have been assigned to alternative placement or suspended from school for more than 10 days by a tribunal panel have the right to appeal such decision. They may do so by writing a letter to the superintendent of schools within 20 calendar days of the tribunal decision stating why the decision is being appealed. Students who receive OSS or Expulsion are not allowed on any school grounds belonging to the Glynn County School System during the assigned period. Students assigned to the Glynn Learning Center (GLC) or other approved alternative placements due to disciplinary reasons are prohibited from attending any and all events held on school grounds belonging to the Glynn County School System, other than the GLC building and property, for the duration of time they are assigned to the alternative school. Students who are permanently expelled from Glynn County Schools are not allowed on any school grounds belonging to the Glynn County School System until one year after the student's expected cohort graduation date. Any exceptions to this policy must be approved in writing by the principal of the respective school and the superintendent or his/her designee.

Student Searches

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school administrators may search a student, student desks, or student learning devices at any time. In addition, a student may be searched if administrators have reason to believe the student is in possession of an unapproved item. Students are given the opportunity to produce the item sought. A student's personal belongings may include, but not limited to student book bags, and/or handbags, pockets, shoes, etc. Cell phones/multimedia/electronic devices taken from students due to possession and/or use in violation of school rules are subject to having their contents searched. Students are required to cooperate if searched. At the discretion of administrators, metal detectors and drug- or weapon-sniffing dogs may be utilized at school or at any school function, including activities which occur outside normal school hours or off the school campus. The school resource officer may be called if a search yields illegal substances or other illegal materials. A student who refuses to allow an administrator to search him/her will be subject to disciplinary action, up to and including suspension and/or a disciplinary hearing.

Student Vehicle Searches

To maintain order and discipline in the schools and to protect the safety and welfare of students and school personnel, school administrators may search student vehicles at any time. As a condition of parking on premises owned, leased, or used by the Glynn County Board of Education, students consent to a search of their vehicles. Students must have an approved parking permit application on file to park on school premises. Such an application provides notice of the consent to search. If school authorities have a reasonable belief that a student's vehicle, which is parked on school premises, contains an article or substance that is illegal, prohibited by school rules, or dangerous, school authorities may initiate a search of the vehicle. Failure of any student to comply with school authorities' search of their vehicle may subject the student to disciplinary actions. If a search yields illegal or contraband materials, said contraband material shall be deemed to be constructively possessed by the student who owns, possesses, and parks

the searched vehicle onto premises owned or leased by the Glynn County Board of Education, and said student will be subject to school disciplinary actions for violation of the Code of Conduct. Illegal or contraband items recovered from the search of a student vehicle shall be turned over to proper legal authorities for ultimate disposition. If recovered items are not illegal but are in violation of Board policies, the items will be held by the school until claimed by the student's parents or guardians.

Student Questioning by Officials School Administrators:

Principals and assistant principals have the responsibility and authority to question students for the purpose of maintaining a safe and orderly school environment. Though it is important to inform parents about issues of concern, parental consent is not required prior to the questioning of students.

Department of Family and Children Services (DFCS):

DFCS officials investigating suspected child abuse are permitted to conduct reasonable interviews and inspections of children. Notice to parents is neither required nor desirable when the object of that investigation may be the parents. If the investigation involves suspected child abuse by individuals other than those residing in the child's household, parents will be informed that such interviews are being requested, if prior notification is possible.

Guardian Ad Litem:

The Guardian Ad Litem is a trained professional appointed by the court to represent the best interests of minor children in court cases. Any request to interview a student or to inspect the student's school record should be submitted, in writing, along with court documentation establishing the Guardian Ad Litem relationship with the child.

Questioning and Apprehension by Law Enforcement on School Premises:

Georgia Law authorizes law enforcement personnel to come onto school campuses for the purposes of both interviewing and arresting students. School system officials cannot impede law enforcement personnel in their investigative efforts. Under Georgia Law, juveniles who are charged with a crime do not have a right to have their parents present when being questioned by law enforcement personnel.

Mandatory Reporting of Student Offenses

Any school employee who has reasonable cause to believe that a student at that school has committed one of the following listed acts on school property or at any school function shall immediately report the act and the name of the student to the principal or the principal's designee:

- Aggravated assault if a firearm is involved;
- Aggravated battery;
- Sexual offenses;
- Carry deadly weapons at public gatherings;
- Carrying deadly weapons at school functions on school property or within school safety zones;
- Illegal possession of a pistol, revolver, or
- Possession and other activities regarding marijuana and controlled substances
- False alarms

Off-Campus Behavior (Community Misconduct)

Any student who is arrested, indicted, or has a Juvenile Court complaint filed against him/her which alleges the student committed a felony or a delinquent act which would be a felony if committed by an adult, an assault against another student, a violation of the laws prohibiting controlled substances or sexual misconduct and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process (O.C.G.A. § 20-2-751.5), shall be immediately suspended from school and all school activities with the matter being submitted to a tribunal disciplinary hearing.

If the Tribunal disciplinary panel finds there is sufficient evidence to believe the child committed a felony, a delinquent act which would be a felony if committed by an adult, an assault upon another student, a violation of the laws prohibiting controlled substances or sexual misconduct and which makes the student's continued presence at school a potential danger to persons or property at school or which disrupts the educational process, the Tribunal Disciplinary panel shall issue a short-term or long-term suspension or expulsion from school, or placement of the student in an alternative educational program as deemed appropriate by the tribunal panel.

BEHAVIOR THAT WILL RESULT IN DISCIPLINARY PROCEDURES

The enumerated infractions are not all-inclusive. Students who engage in misconduct that is not listed are subject to appropriate disciplinary measures by the teacher or the administrator. Behaviors are listed alphabetically, not according to severity. (Note: "SC" stands for State Code)

SC00- Continuation of Incident: An event with multiple actions for a single incident has occurred.

SC01- Alcohol: Violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of intoxicating beverages or substances represented as alcohol, during the school year. Under the influence of alcohol is also included in this area.

SC02- Arson: Unlawful and intentional damage or attempt to damage any real or personal property by fire or incendiary device. Examples include the use of firecrackers, fireworks, and trash can fires if they are contributing factors to a damaging fire. (Note: Possession of fireworks or incendiary devices must be reported as "Possession of Unapproved Items"; use of such items is reported as Arson.)

SC03- Battery: Intentional touching or striking of another person to intentionally causing bodily harm to an individual. (Note: The key difference between battery and fighting is that fighting involves mutual participation.)

SC04-Breaking & Entering – Burglary: Unlawful or unauthorized forceful entry into a school building, or vehicle (with or without the intent to commit theft). (Note: The key difference between Trespassing and Breaking and Entering is that Trespassing does not include forceful entry into the school building.)

SC05 – Computer Trespass: Use of a school computer for anything other than instructional purposes or unauthorized use of a computer or computer network with the intention of deleting, obstructing, interrupting, altering, damaging or in any way causing the malfunction of the computer, network, program(s) or data.

SC06- 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. This includes disruptive behaviors on a school bus.

SC-07 Drugs, Except Alcohol and Tobacco: Unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation or importation of any controlled drug or narcotic substance, or equipment or devices (paraphernalia) used for preparing or using drugs or narcotics; under the influence of any controlled drug, narcotic substance, or any mind-altering substance or intoxicant (illegal or legal); or medication prescribed to a student or purchased over-the-counter and not brought to the office upon arrival to the school, specifically including any product with CBD, whether hemp or cannabis and regardless of the amount of THC in the product or the extent to which it is legal or illegal under state law. (Note: This does not include epinephrine as properly administered pursuant to O.C.G.A 20-2-776).

SC-08 Fighting: Mutual participation in a fight involving physical violence where there is no one main offender and intent to harm, and the individual is not acting in self-defense of self or others. The burden of proof for self-defense is upon the individual student charged with this offense. (Note: The key difference between fighting and battery is that fighting involves mutual participation.)

SC-09 Homicide: Killing of one human being by another.

SC-10 Kidnapping: The unlawful and forceful abduction, transportation and/or detention of a person against his or her will.

SC-11 Larceny/Theft: The unlawful taking of property belonging to another person or entity (e.g., school) without threat, violence or bodily harm. This includes the intentional possession, use, sale, purchase, transfer, barter, receipt, or exchange of any counterfeit money. (Note: The key difference between Larceny/Theft and robbery is that the threat of physical harm or actual physical harm is involved in robbery.)

SC-12 Motor Vehicle Theft: Theft or attempted theft of a motor vehicle (includes but is not limited to cars, trucks, ATVs, golf carts, etc.).

SC-13 Robbery: The taking, or attempting to take, anything of value that is owned by another person or organization, under confrontational circumstance by force or threat of force or violence and/or by putting the victim in fear. (Note: The key difference between Robbery and Larceny/Theft is that the threat of physical harm or actual physical harm is involved in a robbery.)

SC-14 Sexual Battery: Oral, anal or vaginal penetration against the person's will or where the victim did not or is incapable of giving consent; touching of private body parts of another person either through human contact or using an object forcibly or against the person's will or where the victim did not or is incapable of giving consent (includes but is not limited to rape, fondling, child molestation, indecent liberties and sodomy.

SC-15 Sexual Harassment: Non-physical and unwelcome sexual advances, lewd gestures or verbal conduct or communication of a sexual nature; requests for sexual favors; possession of sexually explicit images; gender-based harassment that creates an intimidating, hostile or offensive educational or work environment (includes but is not limited to insensitive or sexually suggestive comments or jokes).

SC-16 Sex Offenses: Unlawful sexual behavior, sexual contact without force or threat of force, or possession of sexually explicit images; can be consensual (including from public groping or inappropriate bodily contact to sexting, lewd behavior, possession of pornographic material, and simulated sex acts to oral, anal or vaginal penetration, pimping, prostitution, and indecent exposure of private body parts.

SC-17 Threat/Intimidation: Any threat through written or verbal language or act which creates a fear of harm and/or conveys a serious expression of intent to harm, or violence without displaying a weapon and without subjecting the victim to actual physical attack (includes physical, verbal or electronic threats and includes but is not limited to bomb threats or unauthorized pulling of the fire alarm).

SC-18 Tobacco: Possession, use, distribution or sale of tobacco products on school grounds, at school-sponsored events and on transportation to and from school. This does not include electronic smoking/vaping devices – those items are covered under State Code 42 (Electronic Smoking Device).

SC-19 Trespassing: Entering or remaining on a public school campus or school board facility without authorization or invitation and with no lawful purpose for entry. (Note: The key difference between Trespassing and Breaking & Entering-Burglary is that Trespassing does not include forceful entry into the school building.)

SC-20 Vandalism: The willful and/or malicious destruction, damage or defacement of public or private property, real or personal, without consent.

SC-22 Weapons – Knife: The possession, use or intention to use any type of knife, including a pocket or penknife, to inflict harm on another person, or to intimidate any person.

SC-23 Weapons – Other: The possession, use or intention to use any instrument or object that is used or intended to be used in a manner that may inflict bodily harm (does not include knives or firearms) or to intimidate. Chains, pipes, razor blades, ice picks, dirks, nunchakus, pellet guns, electronic weapons or devices, explosives, tear gas, etc. are included in this category.

SC-24 Other Incident for a State-Reported Discipline Action: Any other discipline incident for which a student is administered in-school suspension, administrative action, detention, suspended from riding the bus, referred to court of juvenile system authorities, or removed from class at the teacher's request (pursuant to O.C.G.A. 20-2-738). Includes but is not limited to community misconduct and gambling activity). **Community Misconduct (O. C. G. A. § 20-2-768) includes off-campus behavior or off-school hours behavior that involves:**

- **Willful or malicious damage to real or personal property of the school or to personal property of any person legitimately at the school.**
- **Marking, defacing, or destroying school property.**
- **Falsifying, misrepresenting, omitting, or erroneously reporting information regarding instances of alleged inappropriate behavior by a teacher, administrator, or other school employee toward a student.**
- **Any off-campus behavior of a student which could result in the student being criminally charged with a felony and which makes the student's continued presence at school a potential danger to persons or property at the school or which disrupts the educational process.**

SC-25 Weapons – Handgun: Possession of a firearm that has a short stock and is designed to be held and fired by the use of a single hand (pistols or revolvers); and any combination of parts from which a firearm described above can be assembled. (Note: This definition does not apply to items such as toy guns, cap guns, BB guns and pellet guns (pursuant to Gun-Free Schools Act – Public Law 107-110, Section 4141).

SC-26 Weapons – Rifle/Shotgun: The term "rifle" means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire only a single projectile through a rifled bore for each single pull of the trigger. The term "shotgun" means a weapon designed or redesigned, made or remade, and intended to be fired from the shoulder and designed or redesigned and made or remade to use the energy of an explosive to fire through a smooth-bore barrel either a number of ball shot or a single projectile for each single pull of the trigger. (Pursuant to Gun-Free Schools Act – Public Law 107-110, Section 4141.)

SC-27 Serious Bodily Injury: Bodily injury that involves a substantial risk of death, protracted and obvious disfigurement; or protracted loss or impairment of the function of a bodily member, organ or mental faculty. Behavior that dismembers, disfigures, causes permanent loss of a limb or function of an organ and causes substantial risk of death.

SC-28 Other- Firearms: Firearms other than handguns, rifles or shotguns as defined in 18 USC 921. Includes any weapon (including starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of any explosive; the frame or receiver of any weapon described above; any firearm muffler or firearm silencer; any destructive device, which includes any explosive, incendiary or poison gas (i.e. bomb, grenade, rocket having a propellant charge more than four ounces, missile having an explosive or incendiary charge of more than one-quarter 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 one-half 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. (Note: This does not include toy

guns, cap guns, or Class-C common fireworks.) (Pursuant to Gun-Free Schools Act – Public Law 107-110, Section 4141.)

SC-29 Bullying: An act that is (1) any willful attempt or threat to inflict injury on another person, when accompanied by an apparent and present ability to do so; (2) any intentional display of force such as would give the victim reason to fear or expect immediate bodily harm; or (3) any intentional written, verbal or physical act which a reasonable person would perceive as being intended to threaten, harass or intimidate that (A) causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1; (B) has the effect of substantially interfering with a student's education; (C) is so severe, persistent or pervasive that it create an intimidating educational environment; or (D) has the effect of substantially disrupting the orderly operation of the school. Bullying applies to acts which occur on school property, on school vehicle, at designated school bus stops, or at school-related function 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. Bullying also applies to acts of cyberbullying which occur through the use of electronic communication, whether or not the electronic act originated on school property or with school equipment, if the electronic communication (1) is directed specifically at students or school personnel, (2) is maliciously intended for the purpose of threatening the safety of those specified or substantially disrupting the orderly operation of the school, and (3) creates a reasonable fear of harm to the student's or school personnel's person or property or has a high likelihood of succeeding in that purpose. Electronic communication includes but is not limited to any transfer of signs, signals, writings, images, sounds, data or intelligence or any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system.

(***Note:*** *Georgia law mandates that upon a tribunal finding that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school. This includes extortion or attempted extortion.*)

SC-30 Other- Attendance Related: Repeated or excessive unexcused absences or tardies; including failure to report to class, skipping class, leaving school without authorization or failure to comply with disciplinary sanctions.

SC-31 Other - Dress Code Violation: Violation of the school dress code that includes standards for appropriate school attire.

SC-32 Academic Dishonesty: Receiving or providing unauthorized assistance on classroom projects, assignments or exams. Includes but is not limited to failure to cite sources, intentional dishonesty, cheating on exams, falsification of school record, or forgery.

SC-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, misrepresentation of the truth, general disrespect for school staff or students; profanity, issuing false reports on other students and/or insubordination.

SC-34 Other - Possession of Unapproved Items: The use or possession of any unauthorized item disruptive to the school environment or items that can be construed as dangerous or harmful to the learning environment. Includes but is not limited to the possession of toys, toy guns, mobile devices, gadgets, personal items, gum, candy, matches, lighters, pepper spray, incendiary devices or fireworks. The use of matches, lighters, pepper spray, incendiary devices or fireworks should be coded as Arson.

SC-35 Gang-related Behavior: 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 pursuant to O.C.G.A. 16-15-3. In determining whether the behavior is gang related, school administrators may consult with school resource officers or other law enforcement officers. This code includes but is not limited to

gang-related clothing, jewelry, emblems, badges, symbols, signs or using colors to convey gang membership or affiliation, gestures, handshakes, slogans, drawings, etc. to convey membership or affiliation as well as committing any illegal act in connection with gang-related activity.

SC-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.

SC-40 Other Non-disciplinary Incident: This code is used exclusively for the reporting of Physical Restraint.

SC-42 Electronic Smoking Device: Possession, use, distribution or sale of any device or product used to deliver nicotine or any other substance designed to simulate the use of tobacco or inhale smoke/vapor on school grounds, at school-sponsored events and on transportation to and from school. Any device that is determined by administration that is used to inhale or ingest any substance or intoxicant (illegal or legal) that may be intended for the purpose of bringing about a state of exhilaration, euphoria, and/or that alters the individual's mental state is prohibited and may be considered as drug paraphernalia in violation of SC -07 Drugs, Except Alcohol and Tobacco.

SC-44 Violence Against a Teacher (Includes physical violence as defined in O.C.G.A. 20-2-751.6 and includes physical violence against a teacher, school bus driver, or other school personnel): (1) Immediate suspension and automatic referral to the disciplinary tribunal if a student is alleged to have committed an act of physical violence against a teacher or other school personnel: Expulsion for the remainder of the student's eligibility to attend public schools for acts of physical violence found by a tribunal to have intentionally made physical contact which causes physical harm to another unless such physical contact or physical harm was in defense of himself or herself, as provided in Code Section 16-3-21; or the Board may authorize the student to attend alternative school for the period of the expulsion; provided, however, that if such student is in kindergarten through grade six, then the Board upon the recommendation of the tribunal may permit the student to re-enroll in regular programs for grades 9 through 12; and provided further that if the Board does not operate an alternative education program for grades kindergarten through grade six, then the Board may permit the student in kindergarten through grade six who commits such an act to re-enroll in the public school system. The student shall be referred to juvenile court with a request for a petition alleging delinquent behavior. (2) Possible punishments may include expulsion, long-term suspension, or short-term suspension for students found by a tribunal to have intentionally made physical contact of an insulting or provoking nature with the person of another.

Bus Misbehavior

The following specific provisions shall govern student conduct and safety on all school buses:

1) All provisions of the Student Behavior Code apply to behavior on the school bus, including but not limited to, acts of physical violence as defined by Code Section 20-2-751.6, bullying as defined by subsection (a) of the Code Section 20-2-751.4, physical assault or battery of other persons on the school bus verbal assault of other persons on the school bus, disrespectful conduct toward the school bus driver or other persons on the school bus, and other unruly behavior;

2) A meeting of the parent or guardian of the student and appropriate school district officials must be held to form a school bus behavior contract whenever:

    - A student is found to have engaged in bullying; or
    - A student is found to have engaged in physical assault or battery of another person on the school bus.

The school bus behavior contract shall provide for age-appropriate discipline, penalties and restrictions for student misconduct on the bus. Provisions may include, but are not limited to, assigned seating, ongoing parental involvement and suspension from riding the bus. These provisions regarding use of a bus behavior contract are not to be construed to limit the instances when other Student Behavior Code violations may require use of a student bus behavior contract.

3) Students shall be prohibited from using any electronic devices during the operation of a school bus, including but not limited to cell phones, pagers, audible radios, tape or compact disc players, or any other electronic device in a manner that might interfere with the school bus communication equipment or the school bus driver's operation of the school bus; and

4) Students shall be prohibited from using mirrors, lasers, flash cameras or any other lights or reflective devices in a manner that might interfere with the school bus driver's operation of the school bus.

Bullying

The Glynn County Board of Education believes that all students can learn better in a safe school environment. Behavior that infringes on the safety of students will not be tolerated. Bullying, as the term is defined in Georgia law, of a student by another student is strictly prohibited. Such prohibition shall be included in the Student Code of Conduct for all schools within the school system.

Bullying is defined as follows: An act 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; or
- Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass, or intimidate, that:
- Causes another person substantial physical harm within the meaning of Code Section 16-5-23.1 or visible bodily harm as such term is defined in Code Section 16-5-23.1;
- Has the effect of substantially interfering with a student's education;
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school.

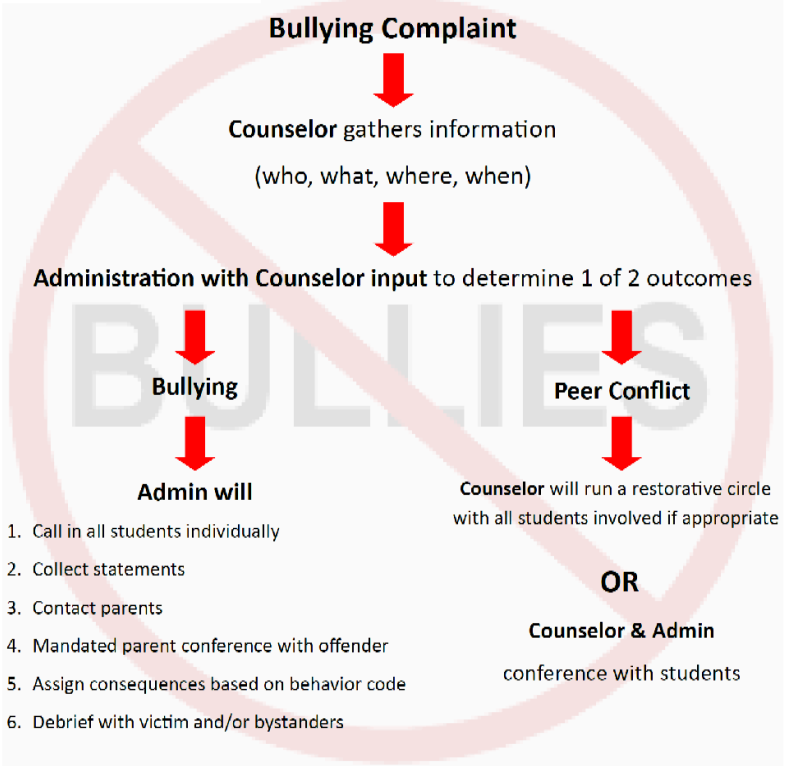
The term applies to acts which occur on school property, on school vehicles, at designated school bus stops, or at school related functions or activities including, but not limited to, extracurricular activities, or by use of data or software that is accessed through a computer, computer system, computer network, or other electronic technology of a local school system. Any teacher or other school employee who, in the exercise of his or her personal judgment and discretion, believes he or she has reliable information that would lead a reasonable person to suspect that someone is a target of bullying is required to immediately report it to the school principal. Any report will be appropriately investigated by the administration based on the nature of the complaint in a timely manner to determine whether bullying has occurred, whether there are other procedures related to illegal harassment or discrimination that should be implemented and what other steps should be taken. Any report of retaliation for reporting bullying will also be investigated and addressed as called for in the district policy and in accordance with school procedures.

Acts of bullying shall be punished by a range of consequences through the progressive discipline process. However, upon a finding by the disciplinary hearing officer, panel or tribunal that a student in grades 6-12 has committed the offense of bullying for the third time in a school year, the student shall be assigned to an alternative school or expelled. Upon a finding by a school administrator that a student has committed an act of bullying or is a victim of bullying, the administrator or designee shall notify the parent, guardian, or other person having control or charge of the student by telephone call or through written notice, which

may be done electronically. All allegations are taken seriously, and allegations of bullying are funneled/reported to the Principal and/or the administrator responsible. Students may also **ANONYMOUSLY** report bullying concerns through the anonymous reporting tool, STOPit.

Bullying concerns may also be reported through the GADOE School Safety Hotline, 1-877-SAY-STOP (1-877-729- 7867) **COMPLETELY CONFIDENTIAL – AVAILABLE 24 HOURS A DAY.**

BULLYING PROTOCOL



DEFINITION OF TERMS

Alternative School: Students may be placed in the Horizons Academy-Glynn Learning Center for violations of the student behavior code that result in a tribunal hearing. The length of the suspension will be determined according to various factors to include but not limited to the student's academic work and behavior.

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

Disciplinary Probation: A student found guilty of certain offenses may be placed on probation by the local school and/or the Disciplinary Tribunal Panel. Probation is a trial period during which a student violating school and/or school system rules is subject to further disciplinary action.

Disciplinary Tribunal Panel: A panel composed of administrators or other professional staff from schools other than the one a student attends who hear evidence presented by the school system, the student and parents when a student is referred by the local school principal or his/her designee. The Panel has the authority to make decisions ranging from returning the student to the local school to recommending permanent expulsion of the student.

Due Process: A student is afforded written notice of the charges against him/her and is given an opportunity for a review, hearing or other procedural rights in accordance with state and federal laws.

Extortion: Obtaining money or goods from another student by violence, threats or misuse of authority.

Expulsion: Suspension of a student from a public school beyond 10 days, for the current school semester, and permanent suspension. Such action may be taken only by a disciplinary tribunal.

Fireworks: Any combustible or explosive composition or any substance or combination of substances or article prepared for the purpose of producing a visible or audible effect by combustion, explosion, deflagration or detonation, as well as articles containing any explosive or flammable compound and tablets and other devices containing an explosive substance.

Hazardous Object: Any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nunchuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any instrument of like kind, any nonlethal air gun, and any stun gun or taser. Such terms shall not include any of these instruments used for classroom work authorized by the teacher. The consequences for possession of a Hazardous Object are outlined in Glynn County Board of Education Policy JCDAE - Weapons.

Hearing Officer: A person appointed by the board of education or superintendent to facilitate disciplinary hearings.

In-School Suspension: Removal of a student from the regular school program to a designated location and a designated teacher. During the period of removal, the student continues to pursue the regular education program. Students served by Special Education may continue to receive services. During time assigned to In-School Suspension, the student is excluded from all school-sponsored activities including practices, as well as competitive events and/or activities sponsored by the school or its employees.

Misconduct: Conduct which interferes with the maintenance of order and discipline in the schools, on school buses and at school-sponsored activities and negatively affects the morale and good conduct of students.

Referral/Suspension to a Tribunal Hearing: A student may be referred/suspended to a disciplinary tribunal hearing for a determination of guilt of major Student Code of Conduct violations or for exhibiting a pattern of disruptive behavior demonstrated by cumulative violations of the Student Behavior Code. The student tribunal hearing proceedings and penalties shall comply with the guidelines set for in the Public School Disciplinary Tribunal Act, as amended. (O. C. G. A. § 20-2-750 et. seq.)

Suspension: Removal of a student from the regular school program for a period not to exceed 10 days (short-term) or for a period greater than 10 days (long-term, which may be imposed only by a disciplinary tribunal). During the period of suspension, the student is excluded from all school-sponsored activities including practices, as well as competitive events and/or activities sponsored by the school or its employees.

Tribunal (also referred to as Student Disciplinary Hearing): A proceeding that occurs when a student has violated the student behavior code that warrants a consequence of suspension for 10 or more days. At the tribunal hearing, the principal and/or assistant principal from the students' school will have the burden of proving the violation. The hearing will be facilitated by a hearing officer, who will ensure that the proceedings are conducted fairly and by the law. A tribunal panel of impartial school officials will determine whether the student violated the code. There are two phases: evidentiary phase and punishment (records) phase. During the evidentiary phase, evidence will be presented by both the school

and the parent(student). After the evidence is presented in phase one, the student's guilt/innocence is determined by the tribunal panel. If the student is found innocent, the hearing ends and the student returns to school. If the student is found guilty, the tribunal panel will issue a consequence for the rule violation(s). Decisions of the tribunal panel may be appealed to the Glynn County Board of Education.

Truancy: Any child subject to compulsory attendance who during the school calendar year has more than five days of unexcused absences shall be deemed truant. According to state law, the consequences for truancy may include the possible denial of a driver's license, or the filing of charges in court against the student and/or parents/guardians.

Waiver: An agreement not to contest whether a student has committed an infraction of the Student Behavior Code and the acceptance of consequences in lieu of a hearing before a disciplinary tribunal. If a waiver is signed by the parent of the student, it will be final and cannot be appealed.

Weapon: Any handgun, firearm, rifle, shotgun or similar weapon; any explosive compound or incendiary device; or, any other dangerous weapon as defined in O.C.G.A. § 16-11-121, including a rocket launcher, bazooka, recoilless rifle, mortar, or hand grenade. The consequences for possession of a weapon are outlined in Glynn County Board of Education Policy JCDAE - Weapons.

STUDENT IDENTIFICATION CARDS

During the first week of school, every student will receive a **school-issued** identification (ID) card at no charge. Wearing IDs helps staff members quickly identify people who should not be on campus and ultimately makes the campus a more secure and safe center of learning. **IDs must be worn throughout the entire school day**. Any student without an ID must see an administrator, or the student must go to the media center before school to have a replacement ID made. The cost of each replacement ID is $5.00. The cost for the lanyard is $1.00. The cost of the plastic carrying case is $1.00. Thus, the total replacement cost is $7.00.

Student IDs MUST be visibly worn on the school-issued lanyard at all times during the school day while attending classes on campus. The ID must be worn around the neck. A student may not wear the ID on a belt, belt loop, pant pocket, or book bag; it may not be placed in a pocket. It may not be defaced.

Student IDs must be visibly worn in order: 1) to be on campus during school hours; (2) to attend classes; (3) to enter the lunchroom and make lunchroom purchases; (4) to enter the media center and to check out books and other materials; (5) to attend dances, sporting events, and during after-school events and activities (free and paid).

Any student who blatantly disregards the rule of wearing the required school identification card is insubordinate. Insubordination is subject to procedures and consequences of the Glynn County Schools Code of Conduct**. Failure to wear the appropriate school ID will result in an official referral on each occasion for violation of the school dress code policy.**

PLATINUM CARD

Platinum cards are only available for eligible seniors. Platinum card applications can be found on the school's website (platinum cards only allow approved seniors to leave campus for lunch).

Link to Forms:
Glynn Academy Forms

OFF CAMPUS PASSES

- Off-campus passes for students who have a parking permit are free. This is dictated by the course schedule.
- Off-campus passes will be issued in the media center.
- Students must have a parking permit or special permission from Mr. Blackstone, principal.
- Receiving an Off-campus Pass will make students eligible for drug testing.
- Off campus passes will visibly show what period a student is allowed to leave campus. Students are not allowed to leave campus at any time not dictated on their off-campus pass.
- Off-campus passes do not allow students to leave campus unless noted on their schedule.

DEPARTMENT OF DRIVING SERVICES AND YOUR DRIVER'S LICENSE

For the latest information on Teen Drivers in Georgia, visit the Georgia Department of Driver Services at Teen Drivers | Georgia Department of Driver Services
Attendance certificates and Alcohol and Drug Awareness Program (ADAP) forms may be picked up from Ms. Murray in the Prep building of Glynn Academy. The cost is $5.00 and there is a 24 hour waiting period to receive the documentation.

FAMILY VACATIONS ARE NOT EXCUSED ABSENCES.

Missing more than half of a class period constitutes an absence.
Students shall be counted present when they are serving as Pages of the Georgia General Assembly.

The principal or designee may in certain circumstances require students to present appropriate medical or other documentation upon returning to school for the purpose of validating that absences are excused.

Grades and Absences
Final course grades of students shall not be penalized because of absences if the following conditions are met:

1. Absences are justified and validated for excusable reasons.
2. Make up work for excused absences was completed satisfactorily in the time specified.

Make-up work requires "time for time." For example, if a student is absent three consecutive days, the student has three days after s/he returns to complete any make-up work to receive credit. Students will not receive unlimited time to complete make-up work.

Policies and Procedures to Reduce Unexcused Absences: Notification

1. The school system requires its schools to provide to the parent, guardian, or other person having control or charge of each student enrolled in school a written summary of possible consequences and penalties for failing to comply with compulsory attendance. By September 1 of each school year or within 30 school days of a student's enrollment in the school system, the parent, guardian, or other person having control or charge of such student will be asked to sign a statement indicating receipt of such written statement of possible consequences and penalties. In addition, students aged ten or older by September 1 must sign a statement indicating receipt of a written statement of possible consequences for non-compliance to the local board policy.
2. The school system will notify the parent, guardian or other person who has control or charge of the student when such student has five unexcused absences. The notice will outline the penalty and consequences of such absences and that each subsequent absence will constitute a separate Offense. After two reasonable attempts to notify the parent, guardian or other person who has charge of the student, the school system will send written notice via first-class mail. The school system will notify parents via

certified mail, return receipt requested, prior to any action to begin judicial proceedings for violations of the compulsory attendance law.

3. Students shall be notified through the student codes of conduct of the definition of truancy and a summary of possible consequences and penalties for truancy, including possible dispositions for unruly children in accordance with O.C.G.A. § 15-11-67 **and the possible denial of a driver's license.**

Voluntary Withdrawal of Unemancipated Minors

When a 16- or 17-year-old student desires to withdraw from school, he/she must have the written permission of his/her parent or guardian prior to withdrawing. Prior to accepting such permission, a school administrator will have a conference with the student and parent/legal guardian within two school days of receiving notice of the intent of the student to withdraw. The purpose of the conference is to share with the student and parent/guardian educational options available and the consequences of not earning a high school diploma.

REQUIRED ATTENDANCE ON DAYS OF AFTER-SCHOOL ACTIVITIES

School attendance is required on the day of any proposed school activity in which a student wishes to participate. Students must be present one half-day to participate or attend any after-school sponsored activity on that day unless excused by an administrator. Examples of such events include, but are not limited to, athletic practices and/or contests, school plays, musical events, and other social activities (privileges). Students must be in school on Friday to participate in Saturday events. If an activity requires an early dismissal by the team, the student must be in school a minimum of half the student's actual school day prior to the time of the team's early dismissal.

Phone calls for early dismissals are not accepted.

Parents/Guardians must send an email to GA Attendance found on the school website 24 hours in advance for remote checkout.

Parents/guardians may submit up to seven parent notes via email for the purpose of checkout/late checkout (not including medical notes).

If parents/guardians exceed the seven email notes for checkout, then the parents/guardians must physically checkout the students at the attendance office.

After ten unexcused late check-ins students will receive discipline in line with the discipline matrix.

If there is no verifiable written or printed documentation including a phone number or email/fax address, a parent or guardian must come to the school to sign the student out. Exceptions can be made in case of an emergency, subject to building administrator approval. If the student has his/her own transportation, it is still required that a note from the parent or guardian be presented or have a note sent by email or fax to the attendance office prior to the start of the school day.

Regardless of the student's age, the Front Office will contact a parent or guardian by phone to verify the early dismissal.

Students are discouraged from checking out of school except for an emergency, a medical appointment, a court appearance, or a funeral. Personal errands such as hair appointments, banking, car repairs, senior pictures, driver's permit, or job interviews are unexcused absences and will not be approved for check-out purposes. Unapproved absences are subject to truancy discipline procedures. The attendance office is required to contact a parent or guardian by phone to verify the early dismissal, regardless of the student's age.

Checkouts will be marked excused or unexcused using the guidelines set forth in the attendance policy.

EMERGENCY MESSAGES

All messages for students will be routed through the Front Office. Crucial emergency messages will be communicated in an appropriate manner. Messages of a less critical nature will be delivered at the end of the school day by calling the student to the attendance office.

All eighteen-year old students' parents will be contacted by the Front Office prior to checking out. If the eighteen-year old student is legally emancipated from his/her parents or is considered homeless, an administrator's signature will be required.

ILLNESS WHILE AT SCHOOL

If a student becomes ill during the school day, he/she should immediately report to a teacher, secure a pass, and go to the nurse's office. Sick students are not permitted to stay in the restroom unsupervised under any circumstances and are required to report to their teacher first and then to the nurse's office to seek immediate medical assistance and supervision.

PERSONAL DELIVERIES TO STUDENTS

All deliveries of items of a personal nature (gym clothes, keys, lunch money, books, etc.) will be coordinated through the front office. Students should check by the Front Office between classes (time permitting), after school, or when called to the office. Items such as flowers, balloon bouquets, birthday, special occasion gifts, or similar, non-necessary items, will **not** be accepted by the front office. Students are **not** to bring such items unless they are brought to coincide with a classroom activity. These items will be confiscated and returned at the end of the day.

Students are not permitted to receive food deliveries during the school day by food establishments, including but not limited to DoorDash, UberEats, GrubHub or any other food/drink delivery service. Failure to comply with this policy will result in progressive discipline.

VISITORS

Students are not allowed to have visitors at school. All visitors, including parents who have come to pick up students or parents who have an appointment for a conference, must check in at the Front Office to receive a visitor's pass. Visitors must show a valid ID to receive the pass.

Persons who do not follow these guidelines will be asked to leave or asked to go to the Front Office to obtain a pass.

International Exchange Students

The attendance of foreign exchange students in schools is accepted as an educational opportunity for local schools and as an expression of international goodwill by the Glynn County School System. K-12 Student & Parent Handbook, 2023-2024 (rev. 6/2023) Page | 14 An application must be completed by June 1 for the fall semester or full year, and by December 1 for the spring semester. Capacity must be available in order for an application to be considered. Companies that identify host families complete an application in order for a placement to be considered and must follow board policy on participation.

PRE-PLANNED FAMILY VACATION

Each year the school calendar is approved by the Board of Education. It is made available online several months prior to the start of the school year. This practice is designed to assist families in planning vacations and other events to avoid conflicts with the school schedule**. Please know that vacations are considered unexcused absences, but students are permitted to complete all classwork.** Excessive unexcused absences Criteria for family vacations include:

1. The student has not accumulated excess unexcused absences during the current year.
2. The student is passing all classes during the current semester.
3. The student has not been suspended during the current semester.
4. Student completes the pre-planned family vacation form and submits the form to the Principal before the date of the vacation.

COLLEGE VISITS

Any Junior or Senior who is planning a college visit must begin the process by picking up the SSA College Visit form from their Counselor in the Guidance Office.

To qualify for a college visit the student must:

1. Be a Junior or Senior
    a. Seniors are limited to three visits (generally one day per visit. Additional days must be pre approved.)
    b. Juniors are limited to two visits (generally one day per visit. Additional days must be pre approved.)
2. Have SIGNED approval of the Guidance Counselor
3. Have SIGNED approval of the parents or guardian
4. Have teachers' signatures on the College Visit form prior to the visit
5. Have a written note, email, or faxed college verification sent to a guidance counselor.
6. Note: College visits within 75 miles will be scheduled during days when school is not in session. Exceptions must be approved in advance by an administrator.

The student should not be marked absent for a School Sponsored Activity (SSA) including college visits. **Prior to the college visit,** the student is responsible for informing the teachers and collecting the teachers' signatures. It is the student's responsibility to schedule make-up

work in compliance with the policy. The teacher will schedule make-up work either before or after the dates that the student will miss. The student will receive no credit if they fail to make up work.

DEPARTMENT OF DRIVING SERVICES AND YOUR DRIVER'S LICENSE

School Attendance and Driver's Licenses

Per the Georgia Department of Driver Services (DDS):
Any applicant who is younger than 18 years of age must be enrolled in and not under expulsion from a public or private school and has satisfied the attendance requirements listed in #1 and #2 below for a period of one academic year prior to application for an instruction permit or driver's license. This suspension is mandated by O.C.G.A. 40-5-22(a.1)(2).

The DDS will suspend the license of a minor who:

1. Has dropped out of school without graduating and has remained out of school for ten consecutive school days.
2. Has ten or more school days of unexcused absences in the current academic year or ten or more school days of unexcused absences in the previous academic year.
3. Has been found in violation by a hearing officer, panel, or tribunal of one of the following Offenses, or has waived his or her right to a hearing and pleaded guilty to one of the following Offenses:

- Threatening, striking, or causing bodily harm to a teacher or other school personnel.
- Possession or use of a weapon on school property or at a school sponsored event.
- Any sexual Offense prohibited under Chapter 6 of Title 16.
- Causing substantial physical or visible bodily harm to or seriously disfiguring another person, including another student.
- Possession or sale of drugs or alcohol on school property or at a school sponsored event.

Any infraction of the above conduct Offenses will be a one-year suspension, or the minor shall be suspended until his or her eighteenth birthday, whichever comes first.

Attendance certificates and Alcohol and Drug Awareness Program (ADAP) forms may be picked up from Ms. Murray in the Prep building at Glynn Academy. The cost is $5.00 and there is a 24 hour waiting period to receive the documents.

For the latest information on Teen Drivers in Georgia, visit the Georgia Department of Driver Services at Teen Drivers | Georgia Department of Driver Services

MEDIA CENTER

The Media Center is a treasure house of materials chosen to supplement the curriculum and highlight students' interests and hobbies. Current magazines, daily newspapers, computers, and photocopying are only a few of the services available. In addition, students are allowed access to the Internet if they have proper clearance. The media center hours are from 7:30 a.m. through 3:45 p.m. each school day with extended hours available on various days.

STUDENT BEHAVIOR

DRESS CODE

Dress code will be followed per board policy. The board policy can be found at the following link:

Click Here for the District Student Dress Code

Certain school environments or classes may require more restrictive dress due to safety issues, i.e. Career/ Technical classes, science labs, physical education. Students are expected to comply with safety guidelines. Student dress and appearance are the responsibility of the student and the parent. The dress code will be enforced on a daily basis by all teachers. An administrator or other school district employee will conference with students who report to school inappropriately dressed. In some cases, parents may be called to bring appropriate clothing to the school and/or the student may not be permitted in class until appropriately attired.

School-wide exceptions may be made to this policy for such special events as "hat days" or "spirit days." The school principal and/or designee will make the final determination on whether a student's dress conflicts with these guidelines. Other exceptions to this rule could be made by the administration based on the student's medical condition.

DRESS CODE

Dress code and ID checks will be completed at the start of each school day. Students out of dress code will report to the counseling department. When the issue is resolved the student will report back to class with a note. Students without an ID will be provided with a temporary ID by their 1st Block teacher. Students who have excessive ID violations will phase disciplinary action.

CELL PHONE/ELECTRONIC DEVICES

At the principal's discretion, the use of personal electronic devices may be allowed during non-instructional time. Prior to the use of personal electronic devices, Internet acceptable use agreements must be signed by both the student and parent, and the device must be connected to the filtered and secure GCBE wireless network. Use of devices in violation of school rules and school board policies may result in disciplinary and/or legal action. Glynn County Schools will not be responsible for any damage to, or theft of, personal electronic devices brought on school property. Personal electronic

devices taken from students due to possession and/or use in violation of school rules are subject to having their contents searched. All personal cell phones must be turned off during instructional times.

Glynn Academy will not be held responsible for recovering electronic devices that are brought onto school property by students. **At no time will a class be disrupted to search students for a missing personal electronic device. Students are responsible for securing personal property such as electronic devices while on campus, on the school bus, or away at extracurricular events.** Students in grades 9-12 shall be permitted to bring electronic communication and listening devices to school, this includes cellular phones, with the specific provision that **students will be responsible for following the district policy and the school's rules regarding cell phones.** It is an expectation that all students place their cell phones in the pockets of the cell-phone caddies at the start of class every day. All personal cell phones must be turned off during instructional times and stored in the designated area. Each teacher will be provided a cell phone holder (caddy) for students to place their phones.

If **used or powered on** at unauthorized times within the classroom, the teacher will implement the district policy for cell phones. **If a student refuses to hand over a device to a staff member and administration is called, it will elevate the discipline consequence.** Students will be referred to an administrator on an official disciplinary referral for each violation. **Parents will be notified and the phone will be available from the student's cohort assistant principal at the end of the day.**

Consequences:

- **1st Offense:** Confiscate phone, turn into Ms Walker in phone envelope. Label with student's name and "return to student." Contact parent and document in IC. If you need a secretary or admin to come get the phone to take to Ms Walker, call your bldg admin or secretary to come pick up from your room.
- **2nd Offenses:** Confiscate phone, place in envelope and give to Ms Walker before 3:20 that day. Label envelope "return to parent." Contact parent and tell them they can pick up phone in front office between 3:20 and 4pm. Document in IC Contact log. Your bldg secretary can come retrieve envelope from you if needed if you do not have time to get it to front office before 3:20. Just let them know. You as the teacher will still make the parent contact.
- 3rd or more offenses: Same as 2nd offense. Front office will notify cohort admin to begin process of student incivility referral.

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Personal Electronic Device Use

We are implementing the Distraction-Free Education Act at the beginning of this school year. This law prohibits personal electronic devices from bell-bell, including class changes and lunch.

When Can I Use My Devices?
Before the 8:20 Bell and after the 3:20 Bell or
If your IEP, 504, or medical plan allows it

Where Can I Store My Devices?
Devices must be turned off and stored in bookbags or purses. Devices cannot be on a student's person. Devices cannot be in pockets, hoodies, jackets, socks, or anywhere else on the body. Teachers can permit students to store in classroom caddies at their discretion.

Need to Reach Your Child?
Families can still contact their child during the school day by calling the school's front office. Our staff is available for time-sensitive messages.

Tardy Policy

Tardies and Early Dismissal

Tardy to School – A student is tardy to school when s/he arrives at school after the designated start time for the school day. Students who are tardy to school must report to the office to receive an admission slip/pass to class. An elementary student's parent/guardian must accompany the student.

Excused Tardy – Tardies may be excused for events that are physically out of human control such as an accident, road closure, power outage, etc. Tardies may also be excused for inclement weather such as flooding, high winds, tornado watch, etc.

Early Dismissal – A student is dismissed early from school when s/he checks out of school before the designated end time for the school day.

Tardy to Class – A student is tardy to class when he/she arrives at class after the tardy bell or designated start time for that class.

High School Students

Each school will develop and implement a student attendance plan that includes incentives and strategies to maximize student attendance, encourage students' interest in school and improve academic performance.

Students have five minutes to change classes. A warning bell will sound one minute prior to the tardy bell. A student is tardy to class if they are not in the classroom when the tardy bell rings. If a student comes to class before the 45 minute absent time (block class), the student will be

marked tardy. Teachers will enter the tardy into Infinite Campus and enter the time that the student entered class. The fifth tardy will be entered as a behavior referral.

If a student is tardy more than 15 minutes, they will be considered skipping.

A student that is late to school must check in with Ms. Walker in the Front Office.

*****A warning bell will sound 1 minute prior to the tardy bell.*****

OFF CAMPUS WITHOUT PERMISSION/SKIPPING

Students who are found to be off campus without having off campus privileges will receive an official disciplinary referral for each Offense.

If a student is **on campus, not in class and has no excuse from a staff member and/or comes to class more than 15 minutes late without an excuse**, then the student will be referred to the office for skipping.

CHEATING

Cheating on any type of assignment will not be tolerated.

Level 1: Unauthorized assistance on classroom assignments or projects.
Level 2: Plagiarism or cheating on classroom assignments or projects including use of Artificial Intelligence (AI) without explicit permission, or failing to cite the use of AI or forgery
Level 3: Plagiarism or cheating on major exams or statewide assessments; 3 or more offenses in the same school year

Students caught cheating will receive the following consequences:

Level 1: Contact parent; redo assignment independently to replace "0" with a maximum grade of 70
Level 2: Contact parent; redo assignment independently to replace "0" with a maximum grade of 70
Level 3: Contact parent; receive 0 on assessments; report testing violation to state; 1-3 days ISS or other consequences as deemed appropriate

After School Tutorial Regulations:

Students assigned to After School Tutorial (AST) will be expected to bring school related work material or will be assigned a grade appropriate assignment to complete. If a student is assigned less than 3 days AST, the student may choose which days that week they attend AST. The AST Coordinator will have a check in list for students to verify they attended during the week. Failure to attend, late arrival or removal for misbehavior will not result in one opportunity for reassignment.

1 hour AST = 3:30pm – 4:30pm
2 hours AST = 3:30pm – 5:30pm

If a student cannot attend AST for any reason, his/her parent (guardian) MUST notify an administrator **prior** to the assigned date.

ISS Regulations:

Students who are assigned **ISS must complete the ISS assignment and complete all classwork assigned before returning to the regular classroom**. Students who are suspended home from ISS or absent from ISS must complete the allotted time in ISS when returning.

Students who are removed from ISS by an administrator will serve the remaining days of OSS and may also receive additional consequences for their actions in accordance with the Glynn County School Board Policy.

Major Behavior Issues

Students who choose to disrupt the learning environment and/or create an unsafe school atmosphere for others will be immediately removed from the class or activity. Under no circumstances will these types of behaviors be tolerated. Consequences for such acts will be swift and severe.

UNINTERRUPTED INSTRUCTIONAL TIME

Glynn Academy's desire is for all students to be successful academically. Oftentimes it is vitally important for a student to be in the class when the teacher is providing direction for the activities during the course of the class period. This process takes place at the beginning of class. As a result, there will be a 10 minute time period, at the beginning and end of each class, where students will not be allowed to leave class. This will ensure that the student receives all of the instructions that are given by the teacher. Students will not be able to leave class for **ANY** reason, unless considered an emergency by the teacher.

RESTROOMS

Each teacher will limit the number of students to one at a time from their classes in the restroom. Students are not allowed to leave class without permission to use the restroom.

Students using the restroom are asked to cooperate with teachers and others checking or supervising the restrooms. Students may not go to another building to use the restroom. Staff personnel have been directed to prevent student congestion, intimidation, smoking, eating, and loitering in restrooms. These directions are for the welfare of all. Vandalism of the restrooms will result in severe disciplinary actions. Faculty restrooms may not be used by students.

ACADEMIC INFORMATION

GRADING SCALE

A = 90-100

B = 80-89

C = 70-79

F = Below 70

*Please note: Passing grades in Advanced Placement (AP) courses and in ACCEL College courses will earn an extra quality point for use in grade point average calculation and class rank.

Dual enrollment classes are subject to the policies and procedures of the institution where classes are taken.

REPORT CARDS

Parents and students are encouraged to check student progress often. Progress reports and report cards are issued electronically via Infinite Campus. A parent or student may receive a paper copy via the students' counselor. For help in Infinite Campus registration or help, please email Dr. Melissa Purcell melissa.purcell@glynn.k12.ga.us, ext-3214

Students electronically get progress reports and one final report, electronically as well, each semester on dates indicated in the Glynn County Schools Activity Calendar. Final semester grades become a part of the student's official high school transcript.

Graduation Requirements

Specific Graduation requirements for each class can be found on the website. To be classified as a Sophomore, you must have at least: 6.0 units of credit including one credit in each of the following subject areas: English language arts, math, science, and social studies. To be classified as a Junior, you must have at least: 12.0 units of credit including two credits in each of the following subject areas: English language arts, math, science, and social studies. To be classified as a Senior, you must have at least: 18.0 units of credit must include three credits in each of the following subject areas: English language arts, math, science, and social studies. Grading Scale A = 90-100 B = 80-89 C = 70-79 F = Below 70 (failing/no credit) Students who have a minimum 3.5 GPA will be named honor graduates. Students who enroll in full-time Dual Enrollment may meet all HS graduation requirements by achieving an Associate's degree or two TCCs. See your School Counselor for details. Early Graduation – Students who complete their graduation requirements in December will participate in the January graduation ceremony. They will not be permitted to participate in 14 the May graduation ceremony or other Senior events. Early graduates who wish to participate in Prom will have to fill out a guest form and it must be approved by the principal or designee. Please note: Passing grades in Advanced Placement (AP) courses and in ACCEL College courses will earn an extra quality point for Glynn County use in grade point average calculation and class rank. International Exchange Students The attendance of foreign exchange students in schools is accepted as an educational opportunity for local schools and as an expression of international goodwill by the Glynn County School System. An application must be completed by June 1 for the fall semester or full year, and by December 1 for the spring semester. Capacity must be available in order for an application to be considered. Companies that identify host families complete an application in order for a placement to be considered and must follow board policy on participation.

Class Rank: Valedictorian and Salutatorian

Acceleration Options: Advanced Placement and Dual Enrollment

Enrollment CLASS SCHEDULES

Student schedules are built from course requests and alternates that are selected and marked on individual registration sheets during the registration process in the spring semester. Schedule changes are made for the following reasons:

- a course already passed by the student appears on the schedule;
- a course not scheduled is needed to meet graduation requirements;
- a student is registered in the wrong course level of a class (Petition for Course Level Change Form may be required)
- The schedule is incomplete and has fewer than four instructional blocks.

Legitimate schedule changes are made as quickly as possible. Lunch period and teacher requests will not be made. Students must follow their original schedules while waiting for their schedule changes. No changes will be made after the first five days of class in a semester.

SCHOOL-SPONSORED ACTIVITY ABSENCES

School-sponsored activities include athletic team events, debating team events, literary events, school or class field trips, school-related competitive events, and other events associated with the school, classes, or clubs. When students are away on trips participating in a school-sponsored activity, which has been approved in advance by an administrator, they are not counted absent. However, a notation is made on the attendance record. In all cases, it is the student's responsibility to make up all work or tests missed immediately upon returning to school, or prior to the event.

High School Semester Final Exam Exemption Guidance

Semester Exemption Guidance for Final Examinations Objective: The exemption guidance is designed to assist students in meeting high expectations, improving regular school attendance, and increasing student awareness of personal responsibility. Research has shown that good attendance by students promotes effective teaching and learning within the classroom as teachers are able to maintain a sound instructional focus and provide a positive learning environment for students when they attend class on a regular basis.

A. Eligibility Criteria for Students

Students may exempt final semester exams for each class based on the following criteria for grades, attendance and discipline.

Exemption criteria

- Grade of 80 in the course
- No discipline referrals this semester
- 5 or fewer excused or unexcused absences each semester (per class)

Other Considerations:

- Absences are counted up to the day the semester course exam is administered.
- Absences for exam exemptions are cumulative (per class).

- Any student who qualifies for an exemption has the option to take a semester exam.
- Any final exam taken by a student will be calculated as part of the student's final grade in that course.
- Students who violate school rules or are involved in serious disciplinary problems will lose exemption privileges for final exams.
- School-sanctioned field trips, functions, athletics, and /or school competitions do not count as absences.
- This policy does not exempt students from the requirement to take End of Course (EOC) tests and/or End of Pathway Assessments (EOPA).
- Students in year-long courses will have the opportunity to exempt the midterm project or assessment assigned in December as well as the local final exam for the course in the spring using this same criteria each respective semester.
- Admin does have discretion in emergency situations.

GOOD STANDING

Students will be considered in good standing if they have five or less excused/unexcused (admin discretion) absences per semester, no behavior referrals, and are passing classes (80% for exam exemption). Students with more than seven unexcused absences are not eligible for extracurricular activities. Good standing status will be considered when issuing and maintaining platinum cards, off campus pass for GICCA or GAVS, exam exemptions, field trips, etc.

Literacy/English Language Arts Georgia Standards of Excellence (Grades 9-12):

The Georgia Standards of Excellence (GSE) for grades 9-12 is organized into grade bands composed of 9-10 and 11-12 because of the flexibility of English Language Arts course offerings at the high school level. The 9-12 Standards define what students should understand and be able to do by the end of each grade band. As students progress towards the successful culmination of their high school careers, they will consolidate and internalize all of the skills instilled through the full progression of the GSE. High school students will employ strong, thorough, and explicit textual evidence in their literary analyses and technical research. They will understand the development of multiple ideas through details and structure and track the development of complex characters and advanced elements of plot such as frame narratives and parallel storylines. Student writing will reflect the ability to argue effectively, employing the structure, evidence, and rhetoric necessary in the composition of effective, persuasive texts. Students will be able to construct college-ready research papers of significant length in accordance with the guidelines of standard format styles such as APA and MLA. Students in high school will have built strong and varied vocabularies across multiple content areas, including technical subjects. They will skillfully employ rhetoric and figurative language, purposefully construct tone and mood, and identify lapses in reason or ambiguities in texts. Students will recognize nuances of meaning imparted by mode of presentation, whether it is live drama, spoken word, digital media, film, dance, or fine art. Confident familiarity with important foundational documents from American history and from the development of literature over time will accrue before the end of grade 12. Students will graduate with the fully developed ability to communicate in multiple modes of discourse demonstrating a strong command of the rules of Standard English. Text complexity levels are assessed based upon a variety of indicators. The 9-12 Standards are organized in the following Domains and Strands English Language Arts Georgia Standards of Excellence (GSE) 9-12.

Glynn County High School Course Descriptions (2023-2024)

Course Descriptions (link)

Advanced Placement Courses

Advanced Placement courses are college-level courses offered by trained high school teachers in the regular high school setting. Typically, about one-third of the students in Georgia public high schools are enrolled in AP courses. In May of each year, AP students take the AP exam(s). Students who score at the 3, 4, or 5 level may be able to earn college credit for these courses taken in high school.

PreAP English 1/2 Focus Areas:

- Read closely and analyze a range of complex literary and informational texts.
- Value textual evidence and incorporate it effectively in writing and speaking. S
- Understand how writers and speakers use specific words and sentences to move the thoughts, emotions, and actions of readers and listeners.

Glynn Academy ELA Sample Four-Year Plan

Level	9th Grade	10th Grade	11th Grade	12th Grade
	Study Skills & Lit/Comp 9	Study Skills II & Lit 10	Study Skills III & Amer Lit (GMEOC)	Study Skills IV & British Lit/Comp
College Prep	Lit/Comp 9	Lit 10/Comp	American Lit (GMEOC)	British Lit/Comp
AP	Honors Lit/Comp 9	AP Seminar	AP Language	AP Literature/Comp or Dual Enrollment

(Elective Course Selections and Pathway Sequences)

Elective Course Selections and Pathway Sequences (link)

Advanced Placement Criteria (Honors and AP Courses) - Glynn Academy (link)

End of Course/ELA: American Literature and Composition

The end-of-course measures are administered at the completion of the course, regardless of the grade level. Middle school students who are enrolled in one or more of these courses are required to take the associated end-of-course (EOC) measure. These measures serve as the final exam for the course and contribute a percentage of the student's final course grade per State Board Rule 160-4-2-.13 Statewide Passing Score.

Algebra I: Algebra I is the first course in a sequence of three required high school courses designed to ensure career and college readiness. The course represents a discrete study of algebra with correlated statistics applications.
Geometry: Geometry is the second course in a sequence of three required high school courses designed to ensure career and college readiness. The course represents a discrete study of geometry with correlated statistics applications.

Algebra II: Algebra II is the culminating course in a sequence of three high school courses designed to ensure career and college readiness. It is designed to prepare students for fourth course options relevant to their career pursuits.

Pre-Calculus: Pre-Calculus is a fourth mathematics course designed to prepare students for calculus and other college level mathematics courses.
Mathematics Georgia Standards of Excellence (GSE) 9-12

Sample 4 Year Mathematics Plan

Level	9th Grade	10th Grade	11th Grade	12th Grade
	Algebra I with Support (GMEOC)	Geometry with Support	Algebra II with Support	College Readiness Mathematics
College Prep	Algebra I (GMEOC)	Geometry	Algebra II	College Readiness Mathematics of Pre-Calculus or Dual Enrollment
Honors/AP	Algebra I Honors (GMEOC) and/or Geometry Honors	Geometry Honors and/or Algebra II Honors	Algebra II Honors and/or Pre-Calculus Honors	Pre-Calculus Honors/ AP Stat AP Statistics AP Calculus AB AP Calculus AB/BC or Dual Enrollment

Military Recruitment

GICCA

GLC

English Language Learners

English to Speakers of Other Languages (ESOL) is a state-funded instructional program for eligible English Learners (ELs) in grades K-12 (Georgia School Law Section 20-2-156 Code 1981, Sec. 20-2-156, enacted in 1985). Title III is a federally funded program. It provides eligible Local Education Agencies (LEAs) sub-grants to provide supplemental services for ELs. Both ESOL and Title III hold students accountable for progress in English language proficiency and evidence of attainment to the exit level.

The ESOL Program is standards-based and emphasizes academic and social language development. ESOL coursework is based upon WIDA Consortium English Development Standards while simultaneously integrating grade appropriate content standards to ensure that all ELs are successful. The ESOL program also provides access to resources and facilitates communication between the school district and home to allow parents and families of English learners to play an active role in their child's education. To the extent practicable, it is appropriate to use the home language as a means of facilitating instruction for English learners and communication with their parents.

Program Goals

The ESOL program fosters schools and classrooms that are responsive to the linguistic and cultural needs of English Learners and their families. The ESOL program provides English Learners with support and instruction in the English language, American culture, and academic and cognitive areas in order to ensure success in the mainstream classroom, school, and the community. The goals of the program are as follows:

1. To develop competency in English in all four domains of language: listening, speaking, reading, and writing;
2. To integrate language, cognitive academic instruction that enables students to develop English language proficiency and content area knowledge;
3. To support the curriculum based on the Georgia Standards of Excellence while emphasizing social and academic language proficiency;
4. To orient students and parents to the American culture and enable them to participate successfully in school and community life;
5. To ensure grade-level appropriate content for all ELs regardless of English proficiency level;

6. To ensure that all staff in the district assume responsibility for the acculturation and instruction of ELs.

Identification

The Home Language Survey, which is included in each student's registration packet, is completed for every student when initially registering to determine the student's primary or home language. School principals are responsible for ensuring that registrars/secretaries immediately send a copy of the Home Language Survey and student registration form to the ESOL teacher when the student registers if the answer to any of the three questions under Language Background is any language other than English. ESOL teachers must administer the state-adopted proficiency test, WIDA screener within the first 30 days of enrollment to determine if the student is either proficient in English or at a level of English proficiency that can benefit from ESOL services.

ESOL Delivery Models

Delivery Model	Grade Level	Proficiency Level Considerations	Supplemental Resources	Additional Factors
Pull-out model	1st - 5th	CPL 1.0 - 2.5	Lexia Core 5 BrainPOP ELL RAZ Kids ELL Rosetta Stone Sundance/Newbridge ELL leveled texts	Proficiency level is a consideration, other factors may be considered
Push-in model	1st - 12th	CPL 2.5 - 5.0	RAZ Kids ELL (1-8) Sundance/Newbridge ELL leveled texts (1-5) Rosetta Stone Easy English News (9-12) National Geographic ELL texts (6-12)	Proficiency level is a consideration, other factors may be considered
Scheduled class	6th - 12th	CPL 1.0 - 3.5	Lexia Power Up Rosetta Stone RAZ Kids ELL National Geographic ELL texts	Ideal for students who need additional language and academic support
Sheltered class	6th - 12th	CPL 1.0-2.0	Rosetta Stone Easy English News National Geographic ELL texts	Teacher must be ESOL certified and certified for the grade level/content being taught
Approved Innovative	Kindergarten 1st - 12th	case by case/ approval required Considered for SPED, those with CPL 4.0 or higher, ESOL endorsed content teacher		Must follow guidelines for approved waiver on file

Please Note: ELs should be placed in age appropriate grade levels or courses. If a lower grade level placement is necessary due to lack of formal schooling, it should not be more than one year below the native English-speaking peers of the same age.

Grading

Sheltered content and Scheduled ESOL classes in grades 6th -12th require grading from the ESOL teacher. Grades reflect a combination of their progress towards English Language Proficiency and grade level standards for the course being taught.

Push in and Pull out classes do not require additional grading from the ESOL teacher. Grades are assigned by the content teacher.

ACCESS Testing

All ELs must take the annual ELP assessment (Kindergarten ACCESS, Grades 1-12 ACCESS for ELLs, & Alternate ACCESS, as applicable). The ESOL unit, the Office of Assessment and Accountability and district ESOL & Title III representatives from across the state collaborated to determine the appropriate level of proficiency necessary to ensure ELs' success upon existing ESOL services. This test is given each year during the testing window beginning in mid-January and ending the first week of March.

Students who achieve a ***Composite Proficiency Level (CPL) score of* 5.0 or greater** must be exited from the ESOL program. For 2022 ACCESS, students achieving CPL scores between ***4.3– 4.9***, may, at the district's discretion and per district protocols, be deemed English proficient and exited from language assistance services.

Glynn County has established the following exit criterion for the 2022 ACCESS scores:

Grades 1-2: ACCESS 2.0 CPL score of 4.3 or higher with Reclassification Team Decision

Grades 3-8: ACCESS 2.0 CPL score of 4.3 or higher PLUS a Developing Learner achievement level (score of 2) or higher on the Georgia Milestones ELA Assessment with Reclassification Team Decision

Grades 9-11: ACCESS 2.0 CPL score of 4.3 or higher with Reclassification Team Decision

STUDENT PARKING

As a result, we will have Student Parking in the **Albany Street Parking Lot**. Seniors will be given priority for parking. Students may use the parking lot on Ellis Street between Monck and Mansfield Streets, Baptist Church parking areas (Shiloh/Across from Ellis Street Parking lot), Egmont Street next to Prep building, and tennis courts. This can be purchased for $20.00 at any time during the year. Please call/contact Mrs. Perry, 267-4100 ext 3219.

Students may park after completing the following steps:

1. To obtain an application for a parking permit form online follow this link. Forms – Students – Glynn Academy Mrs. Perry in the Sidney Lanier Building. Have the parent form signed on file in Mrs. Perry office. The students will then obtain the decal from Mrs. Perry.

2. Students are not allowed in faculty or visitors' parking areas. The school district assumes no responsibility for damage to or theft of cars on or off school property. Student cars are subject to drug and weapons searches.

Glynn Academy will not guarantee student parking on campus. Parking in undesignated areas may lead to your vehicle being towed.

TEXTBOOKS AND FINES

Students are responsible for their own textbooks. Lost or damaged textbooks will be replaced at the student's expense. Failure to pay fines will result in textbooks not being issued until the financial obligation is met. In addition, diplomas will not be issued at graduation; transcripts will not be sent to colleges, and report cards will not be mailed home. It is suggested that students use book covers and write their name in ink in the front of each book. It is the student's responsibility to inform the teacher of any damage to the book when they are issued the book.

There will be a charge of $20 along with whatever amount is owed on all non-sufficient checks. After receiving a returned check, we will no longer accept checks from the student. Thus, any additional fee must be paid in cash.

GRADUATION

Early Graduation – Students who complete their graduation requirements in December will participate in the May graduation ceremony. Early graduates who wish to participate in Prom will have to fill out a guest form and it must be approved by the principal or designee.

Graduation: Wednesday, May 26, 2027 8:00pm - 10:00pm at Glynn County Stadium

To participate in graduation, a student must attend all practices on time (unless previously cleared by the principal). They must also have met ALL final obligations.

National Honor Society and Beta Club stoles may be worn along with Honor Graduate and Path Completion cords. Other approved stoles may be worn as long as a student does not wear more than two additional stoles or cords.

The Glynn Academy Valedictorian/Salutatorian shall be determined based on the following guidelines:

1. Each student must be enrolled in the 12th grade and must graduate with their cohort.
2. Each student must have attended Glynn Academy on campus for a minimum of four consecutive semesters immediately prior to graduation.
3. The Valedictorian must have earned the highest grade point average in their graduating class based on the weighted quality point GPA.
4. The Salutatorian must have earned the second highest grade point average in their graduating class based on the weighted quality point GPA.

5. The GPA will be calculated to the sixth place beyond the decimal point.
6. In the case of a tie, the non-weighted numerical GPA will be used to determine the valedictorian and salutatorian.
7. Graduation Speakers also must have attended Glynn Academy on campus for a minimum of four consecutive semesters immediately prior to graduation.

GLYNN ACADEMY CLUBS & ACTIVITIES

Per Georgia law, the Glynn County School System is required to notify parents or legal guardians regarding the various clubs and organizations offered at each school. If a parent or legal guardian does not want their child to participate in a particular club or organization, they must, within the first 10 days of school, inform the school in writing. "Clubs and organizations" means a group comprised of students who wish to organize and meet for common goals, objectives, or purposes and which is currently under the sponsorship, direction, and control of the school. This term shall include any activities reasonably related to such clubs and organizations, but shall not include competitive interscholastic events or activities. Because school club and organization activity may change annually, parent/legal guardians are advised to review clubs offered by their child's school each year in order to make informed decisions regarding their child's participation

Access to student clubs and activities can be found at the following link:

Glynn Academy Clubs

Regular Schedule	
Block	**Class Time**
Block 1	**8:20 – 9:55 (95)**
Skinny 1	8:20 - 9:05 (45)
Skinny 2	9:10 - 9:55 (45)
Block 2	**10:00 – 11:35 (95)**
Skinny 1	10:00 - 10:45 (45)
Skinny 2	10:50 - 11: 35 (45)
Block 3	**11:40 – 1:40 (120)**
A Lunch 11:40-12:05	12:10 -1:40 (90)
B Lunch 12:25-12:50	11:40-12:25 (45) and 12:55-1:40 (45)
C Lunch 1:15 - 1:40	11:40-1:15 (95)
Block 4	**1:45 – 3:20 (95)**
Skinny 1	1:45- 2:30 (45)
Skinny 2	2:35 - 3:20 (45)

Homeroom Schedule	
Block	**Class Time**
Homeroom	**8:20 - 8:40**
Block 1	**8:45 – 10:07 (82)**
Skinny 1	8:45 - 9:23 (38)
Skinny 2	9:28 - 10:07 (39)
Block 2	**10:12 – 11:35 (83)**
Skinny 1	10:12 - 10:51 (39)
Skinny 2	10:56- 11: 35 (39)
Block 3	**11:40 – 1:40 (120)**
A Lunch 11:40-12:05	12:10 -1:40 (90)
B Lunch 12:25-12:50	11:40-12:25 (45) and 12:55-1:40 (45)
C Lunch 1:15 - 1:40	11:40-1:15 (95)
Block 4	**1:45 – 3:20 (95)**

Extended Homeroom Schedule (Registration)	
Block	**Class Time**
Homeroom	**8:20 - 9:00**
Block 1	**9:05 – 10:17 (72)**
Skinny 1	9:05 - 9:38 (33)
Skinny 2	9:43 - 10:17 (34)
Block 2	**10:22 – 11:35 (73)**
Skinny 1	10:22 - 10:56 (34)
Skinny 2	11:01- 11: 35 (34)
Block 3	**11:40 – 1:40 (120)**
A Lunch 11:40-12:05	12:10 -1:40 (90)
B Lunch 12:25-12:50	11:40-12:25 (45) and 12:55-1:40 (45)
C Lunch 1:15 - 1:40	11:40-1:15 (95)
Block 4	**1:45 – 3:20 (95)**
Skinny 1	1:45- 2:30 (45)
Skinny 2	2:35 - 3:20 (45)

Glynn Academy Head Athletic Coaches

Clint Houchins
Rifle
clint.houchins@glynn.k12.ga.us

Robert Gabriel
Boys Soccer
robert.gabriel@glynn.k12.ga.us

Cassie Busby
Football Cheer and Gameday Competition Cheer
cassandra.busby@glynn.k12.ga.us

Lindsey Mangieri
Competition Cheer
lindsay.mangieri@glynn.k12.ga.us

Angela Huntley
Basketball Cheer Coach
angela.huntley-hamilton@glynn.k12.ga.us

Michelle Styn
Dance Team
michelle.styn@glynn.k12.ga.us

Chris Gunter
Cross Country
chris.gunter@glynn.k12.ga.us

Brett Hall
Girls Golf
brett.hall@glynn.k12.ga.us

Marquice Jones
Boys Basketball
marquice.jones@glynn.k12.ga.us

Rocky Hidalgo
Football
rocky.hildalgo@glynn.k12.ga.us

Stefanie Betz
Volleyball
stefanie.betz@glynn.k12.ga.us
Tom Lemmon
Girls Soccer
thomas.lemmon@glynn.k12.ga.us

Marcus Long
Girls/Boys Tennis
marcus.long@glynn.k12.ga.us
John Welborn
Baseball/Softball
john.welborn@glynn.k12.ga.us

Kerri Halbert
One Act
kerri.halbert@glynn.k12.ga.us

Nathaniel Roper
Literary Coach
nroper@glynn.k12.ga.us

Myosha Leeper
Girls Basketball
myosha.leeper@glynn.k12.ga.us

Christian Harrison
Boys Track
christian.harrison@glynn.k12.ga.us

Ryan Alfau
Wrestling
ryan.alfau@glynn.k12.ga.us

Mike Zito
Boys Golf
mzito@glynn.k12.ga.us

Erin Keenan
Swim
erin.keenan@glynn.k12.ga.us

Josh Veal
Girls Track
josh.veal@glynn.k12.ga.us

Jessie Knowles
eSports
jesse@glynn.k12.ga.us

Carter Jones
Flag Football
wcarterjones@yahoo.com

GLYNN COUNTY SCHOOLS
REPORT CARD SCHEDULE
2025/2026

Grade Period	End Date	Report Card Date	Grading Window	
			Open 8:00am	**Close 8:00am**
First-nine Weeks –Report Card	Fri, Oct 10, 2025	Tue, Oct 14, 2025	Sept 29	Oct 13
First Semester – Report Card	Fri, Dec 19, 2025	Wed, Jan 7, 2026	Dec 5	Jan 6
Third-nine Weeks – Report Card	Fri, Mar 13, 2026	Tue, Mar 17, 2026	Mar 2	Mar 16
Second Semester – Report Card	Thu, May 21, 2026	Wed, May 27, 2026	ES – May 1 MS & HS – May 11	ES – May 15 MS & HS – May 22