

2. Each bid invitation for goods/services or a combination thereof shall be publicized in such a manner as to include all interested local business enterprises without regard to race.
3. In making purchases of items exempt from the Alabama State Bid Law requirements, appropriate consideration will be given to all local businesses without regard to race.
4. In procuring professional services, the Butler County Board of Education will examine the availability of qualified minority-race professionals, along with other local qualified professionals, and make a decision without regard to race.

Section 3.4i Alabama State Department of Education's Evaluation Plan

The Butler County Board of Education accepts its responsibilities as specified in State Board of Education Resolution I-1-f and Alabama Education Improvement Act 91-323 for establishing policies and procedures of the Alabama State Department of Education's Evaluation Plan in the schools under its jurisdiction.

In order to comply fully with the requirements of the Resolution, the Board delegates to the Superintendent the responsibility of implementing the Alabama State Department of Education's Evaluation Plan in the Butler County School System according to the state-approved timeline and guidelines in the Butler County School System.

3.4j Solicitations - General

The Butler County Board of Education prohibits the advertising or selling of any product or service to anyone during school hours unless approved in advance by the school principal.

Section 3.4k Advertising in Schools

No commercial advertising shall be permitted in school buildings or on school grounds or properties except as authorized in advance by the principal. Publications of the Butler County Board of Education shall not contain commercial advertising. This prohibition shall not apply to school sponsored advertisements (i.e., band and football programs), nor shall it apply to advertising sponsored by support groups (i.e., booster clubs). Nothing herein shall be construed to prevent advertising in student publications which are published by student organizations including, but not limited to, school newspapers and annuals.

Solicitations of advertising or use of the Butler County Schools or its personnel to promote the merit of any product by brand name or trade mark or otherwise shall not be permitted by the Butler County Board of Education.

Section 3.4l Tobacco-Free Schools and Facilities

The use of tobacco products and secondary exposure to tobacco smoke are subjects of immediate concern in our society. From a safety perspective, the users of tobacco products may impair the well being of employees, students, and the public at large. Therefore, it is the policy of the Butler County Schools that the use of any and all tobacco products is prohibited on all school property

by all persons. School property includes all buildings, grounds, athletic facilities and motorized vehicles owned or leased by the Butler County Board of Education.

Any students violating this policy will be subject to discipline in accordance with the most recently published edition of the Butler County Schools' Code of Student Conduct. Any employees violating this policy will be subject to disciplinary action to include a verbal reprimand on the first offense, and a written reprimand on the second and third offenses. Any subsequent offense will be referred by the Superintendent to the Butler County Board of Education for appropriate disciplinary action, which may include termination of employment.

The Superintendent, any assistant to the Superintendent, any principal, any assistant principal, or any designee of any of the foregoing, are authorized to request anyone violating this policy at any event to cease such violation. Upon failure of such person to cease such violation, the Superintendent, any assistant to the Superintendent, any principal, any assistant principal, or any designee of any of the foregoing, may request the person violating this policy to leave said facility and, upon failure of such person to leave, may engage the assistance of law enforcement personnel to remove such person from such facility.

Adopted January 23, 1996

Section 3.4m Drug and Alcohol Program Procedures

Experience and research have proven that even small quantities of narcotics, abused prescription drugs or alcohol can impair judgment and reflexes. Even when not readily apparent, this impairment can have serious results, particularly for employees operating vehicles or potentially dangerous equipment. Drug-using employees are a threat to co-workers, school safety, and themselves, and may make costly errors. For these reasons, the Butler County Board requires that all employees must report to work completely free from the presence of drugs and/or the effects of alcohol. Employees are defined as any and all personnel employed by the Butler County Board of Education, including, but not limited to, full-time and part-time personnel, administrators and teachers, both certified and non-certified.

I. Drug Use/Distribution/Impairment/Possession

All employees are prohibited from using, possessing, distributing, manufacturing, or having controlled substances, abused prescription drugs or any other mind altering or intoxicating substances present in their system while at work or on duty.

II. All employees are prohibited from possessing, drinking, or being impaired or intoxicated by alcohol while at work or on duty. While employees are prohibited from having any alcohol present in their system while on duty, a Blood Alcohol Count (BAC) of .04 will be accepted as presumptive evidence of intoxication.

III. Off-Duty Conduct

Off-the job use of drugs, alcohol or any other prohibited substances which result in impaired work performance, including, but not limited to, absenteeism, tardiness, poor work product, or harm to the school system's image or relationship with society is prohibited. Employees should realize that these regulations prohibit all illicit drug use on and off duty.

- Falsifying, misrepresenting, omitting, or erroneously reporting information submitted to federal, state, and/or other governmental agencies.
- Falsifying, misrepresenting, omitting, or erroneously reporting information regarding the evaluation of students and/or personnel.
- Falsifying, misrepresenting, omitting, or erroneously reporting reasons for absences or leaves.
- Falsifying, misrepresenting, omitting, or erroneously reporting information submitted in the course of an official inquiry or investigation.

Standard 3: Unlawful Acts

An educator should abide by federal, state, and local laws and statutes.

Unethical conduct includes, but is not limited to, the commission or conviction of a felony or of any crime involving moral turpitude. As used herein, conviction includes a finding or verdict of guilty, or a plea of *nolo contendere*, regardless of whether an appeal of the conviction has been sought or a situation where first offender treatment without adjudication of guilt pursuant to the charge was granted.

Standard 4: Teacher/Student Relationship

An educator should always maintain a professional relationship with all students, both in and outside the classroom.

Ethical conduct includes, but is not limited to, the following:

- Fulfilling the roles of trusted confidante, mentor, and advocate for students' growth.
- Nurturing the intellectual, physical, emotional, social, and civic potential of all students.
- Providing an environment that does not needlessly expose students to unnecessary embarrassment or disparagement.
- Creating, supporting, and maintaining a challenging learning environment for all students.

Unethical conduct includes, but is not limited to, the following:

- Committing any act of child abuse, including physical or verbal abuse.
- Committing any act of cruelty to children or any act of child endangerment.
- Committing or soliciting any unlawful sexual act.
- Engaging in harassing behavior on the basis of race, gender, national origin, religion, or disability.
- Soliciting, encouraging, or consummating an inappropriate written, verbal, or physical relationship with a student.
- Furnishing tobacco, alcohol, or illegal/unauthorized drugs to any student or allowing a student to consume alcohol or illegal/unauthorized drugs.

Standard 5: Alcohol, Drug and Tobacco Use or Possession

An educator should refrain from the use of alcohol and/or tobacco during the course of professional practice and should never use illegal or unauthorized drugs.

Ethical conduct includes, but is not limited to, the following:

- Factually representing the dangers of alcohol, tobacco and illegal drug use and abuse to students during the course of professional practice.

Unethical conduct includes, but is not limited to, the following:

- Being under the influence of, possessing, using, or consuming illegal or unauthorized drugs.

- Being on school premises or at a school-related activity involving students while documented as being under the influence of, possessing, or consuming alcoholic beverages or using tobacco. A school-related activity includes, but is not limited to, any activity that is sponsored by a school or a school system or any activity designed to enhance the school curriculum such as club trips, etc., where students are involved.

Standard 6: Public Funds and Property

An educator entrusted with public funds and property should honor that trust with a high level of honesty, accuracy, and responsibility.

Ethical conduct includes, but is not limited to, the following:

- Maximizing the positive effect of school funds through judicious use of said funds.
- Modeling for students and colleagues the responsible use of public property.

Unethical conduct includes, but is not limited to, the following:

- Misusing public or school-related funds.
- Failing to account for funds collected from students or parents.
- Submitting fraudulent requests for reimbursement of expenses or for pay.
- Co-mingling public or school-related funds with personal funds or checking accounts.
- Using school property without the approval of the local board of education/governing body.

Standard 7: Remunerative Conduct

An educator should maintain integrity with students, colleagues, parents, patrons, or businesses when accepting gifts, gratuities, favors, and additional compensation

Ethical conduct includes, but is not limited to, the following:

- Insuring that institutional privileges are not used for personal gain.
- Insuring that school policies or procedures are not impacted by gifts or gratuities from any person or organization.

Unethical conduct includes, but is not limited to, the following:

- Soliciting students or parents of students to purchase equipment, supplies, or services from the educator or to participate in activities that financially benefit the educator unless approved by the local governing body.
- Accepting gifts from vendors or potential vendors for personal use or gain where there appears to be a conflict of interest.
- Tutoring students assigned to the educator for remuneration unless approved by the local board of education.

Standard 8: Maintenance of Confidentiality

An educator should comply with state and federal laws and local school board policies relating to confidentiality of student and personnel records, standardized test material, and other information covered by confidentiality agreements.

Ethical conduct includes, but is not limited to, the following:

- Keeping in confidence information about students that has been obtained in the course of professional service unless disclosure serves professional purposes or is required by law.
- Maintaining diligently the security of standardized test supplies and resources.

SIR CODE	Description	CLASS III OFFENSES
		<p>person or to force one to do any act or refrain from doing any act against his/her will</p> <ul style="list-style-type: none"> • Directing threats or obscene language or behavior (verbal, electronic, written or gesture) to a School Board employee
S32	Tobacco, Possession	Possession of tobacco products, to include electronic cigarettes (E-cigarettes), vapor devices (vapes), matches or lighters, in school buildings or on school buses - possession on the person, in the locker, or in the effects of a student
S33	Tobacco, Sale	Sale or attempted sale of tobacco products, to include electronic cigarettes (E-cigarettes), vapor devices (vapes), matches or lighters, in school buildings or on school buses - possession on the person, in the locker, or in the effects of a student
S34	Tobacco, Use	Use of tobacco products, to include electronic cigarettes (E-cigarettes), vapor devices (vapes), matches or lighters, in school buildings or on school buses - possession on the person, in the locker, or in the effects of a student
S35	Trespassing	Trespassing - willfully entering or remaining on any school property without being authorized, licensed or invited; or after having been authorized licensed or invited, refusing to depart when requested to so do by an authorized person

- has been granted by the school principals involved and the bus driver has been officially informed in advance.
5. Each school principal will insure that the teachers in his/her school instruct all students who are transported by school bus on proper and acceptable behavior while being transported.
 6. If actions of a student immediately before or during transportation jeopardize the safety of others or unduly disrupt other students, the bus driver is authorized to refuse to allow the student to board the bus, or if such student misconduct occurs in transit, the bus driver may stop the bus at the next safe, public place and notify the principal or transportation supervisor. The principal or transportation supervisor shall immediately notify the parents and, if applicable, the appropriate law enforcement authorities. The driver shall remain with the student until appropriate authorities arrive.
 7. Students with disabilities will be accorded due process as provided by the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973.

Student-Parent Responsibility in School Transportation

1. Students are under the authority of the principal of the school they attend. The driver of the bus is responsible to the school principals for the behavior of students on the buses. The driver must, therefore, prohibit students from:
 - a. Eating, drinking, and chewing gum on the bus
 - b. Throwing objects from the bus
 - c. Exchanging seats while the bus is in motion
 - d. Using tobacco in any form, striking matches or lighters, or possessing knives or other weapons and dangerous objects
 - e. Extending heads, arms, or hands from bus windows
 - f. Vulgar talk, loud noise, or shouting
 - g. Defacing or damaging the bus in any manner
 - h. Using emergency door except in emergencies; and exiting the bus at any place other than the regular stop for each student, except upon written notice from the appropriate school principal
2. Students who destroy or damage school buses or equipment may be placed on immediate suspension from the bus and will be charged for the cost of replacement and/or repairs. Restitution must be made before permission can be granted for such students to again be transported by school bus. Parents/guardians are responsible for restitution.
3. Parents should encourage their children to know and obey all rules and regulations, and to respect the driver and the rights of others.