

property.

- b. *Notification of Law Enforcement* - The appropriate law enforcement authority, which may include the city police, county sheriff, and the local district attorney, will be notified by the principal of the violations of this policy.

[Reference: Ala. Code §16-1-24 1 (1975); Ala. Admin Code 290-3-1-.02(1)(b)]

4.2.3 Illegal Drugs and Alcohol - The use, possession, distribution, and sale of alcohol and the illegal use, possession, distribution, and sale of drugs in a school building, on school grounds, on Board property, on school buses, or at school-sponsored functions is prohibited.

- a. *Penalties for Violations* - In addition to any criminal penalties that may be imposed, the following penalties will be imposed for unauthorized possession of illegal drugs or alcohol:

1. *Students* - Students will be disciplined in accordance with the Board's Code of Student Conduct.
2. *Employees* - Employees will be subject to adverse personnel action, which may include termination.
3. *Other Persons* - Other persons may be denied re-entry to school property.

- b. *Notification of Law Enforcement* - The principal shall notify the appropriate law enforcement officials when a person violates Board of Education policy concerning illegal drugs and alcohol. These officials may include the School Resource Officer, Juvenile Probation Officer, city police, county sheriff or local district attorney. If any criminal charge is warranted, the principal is authorized to sign the appropriate warrant. If that person is a student in any Chilton County public school, he (she) shall immediately be suspended from attending regular classes and a hearing shall be scheduled within five school days by the Superintendent of Education. The decision to suspend or initiate criminal charges against a student shall include a review and consideration of the student's exceptional status, if applicable.

[Reference: Ala. Code §16-1-24.1 (1975); Ala. Admin Code 290-3-1-.02(1)(b)]

4.2.4 Tobacco and E-Cigarettes - The use of tobacco products and electronic nicotine delivery system ("e-cigarettes") and the illegal possession, distribution, and sale of tobacco and e-cigarette products in a school building, on school grounds, on school buses, or any Board property, or at school-sponsored functions is prohibited.

E-cigarette product is defined as an electronic device used to deliver nicotine or other substance, chemical or flavoring to the person inhaling from the device. The following are examples of prohibited devices: electronic cigarettes, vape pens, hookah pens, e-hookahs, vape pipes and any similar type of device designed to deliver nicotine, flavor and other chemicals or substances via inhalation.

a. *Penalties for Violations*

1. *Students* - Students who violate the tobacco prohibitions will be disciplined in accordance with the Board's Code of Student Conduct.
2. *Employees* - Employees who violate the tobacco prohibition will be subject to adverse personnel action, which may include termination.
3. *Other Persons* - Other persons who violate the tobacco prohibition may be denied re-entry to school property.

b. *Parental Notification* - Parents and guardians may be notified of actual or suspect violations of the tobacco prohibition whether or not the student is charged with a violation of Board policy, which includes the Code of Student Conduct.

[Reference: Ala. Code §16-1-24.1 (1975), Ala. Admin Code 290-3-1- 02(1)(b)]

4.2.5 Searches - Law enforcement agencies are permitted to make periodic visits to all schools and other Board property to detect the presence of illegal drugs, weapons, or other contraband, and may use any lawful means at their disposal to detect the presence of such substances. The visits may be unannounced to anyone except the Superintendent and the Principal.

[Reference: Ala. Code §16-1-24.1 (1975); Ala. Admin. Code 290-3-1- 02(1)(b)]

4.2.6 Drug and Alcohol Free Environment - All students, employees, volunteers, parents, visitors, and other persons are prohibited from possessing, using, consuming, manufacturing, or distributing illegal controlled substances and alcohol while on Board property or while attending any Board sponsored or sanctioned event, program, activity, or function. Persons who are intoxicated or impaired by the use, consumption, or ingestion of any illegal controlled substance or alcohol are not permitted to be on school property, or to attend or participate in any Board sponsored or sanctioned event, program, activity, or function.

[Reference: Ala. Code §16-1-24.1, 25-5-330 (1975)]

4.2.7 Adoption of Statutory Penalties and Consequences - Persons who violate the Board's prohibition of firearms, weapons, illegal drugs, or alcohol will be subject

3. A student who has been retained or lost credit because of noncompliance with attendance policies and had a passing grade shall receive a one (1) on the report card and all other records for that semester or that year. This loss of grades will be made up in the same manner other failures and retentions are made up.

### **SATURDAY SCHOOL & CREDIT RECOVERY**

Saturday School and/or Credit Recovery may be offered with board approval for loss of credit.

**Saturday School** - 4 hours per Saturday, 1 Saturday = 2 absences.

Students must arrive on time and not dismiss early to receive credit

**Credit Recovery** – A program in which a student may recover credits in one or more failed courses, in compliance with regulations promulgated by the State Department of Education. The curriculum will align with the student content standards in which the student seeking credit recovery is deficient. The student must have already taken the course and made between a 40-59 average to be eligible.

**Grade Recovery** – Students must not have received a failing credit and it must NOT have been recorded on the transcript. There is no minimum/maximum grade for a student to earn through participation. May be available for students with grades earned in grading periods from which credit is not yet awarded. This is an approach to allow students to recover unfinished learning in coursework that is still in progress.

### **DUE PROCESS PROCEDURES**

1. The parent, guardian, or student may request a hearing with the principal in writing, signed and dated, within five days from the date of the notification of the loss of credit or retention.
2. The failure of the parent, guardian, or student to request a hearing shall be sufficient evidence to sustain the loss of credit or retention.
3. The decision of the principal at the local school to deny credit or to retain a student may be appealed to the superintendent in writing within five days after the hearing at the local school has taken place.

### **AUTOMOBILE / MOTORIZED VEHICLE USE**

All students operating motorized vehicles on school premises shall do so in accordance with Alabama traffic laws and such rules and regulations that may be formulated by local school officials. The privilege to operate a private vehicle on school property will be revoked if rules are violated. **SPEED LIMIT ON SCHOOL CAMPUS IS 5 MPH.** No vehicle shall have offensive, obscene or suggestive language with a hidden message or picture, tobacco, alcoholic or drug advertisement.

Students should exit vehicle upon arrival. No student may return to a vehicle during the school day without prior permission from the office. Students are required to present evidence of an Alabama driver's license and general liability insurance before they are authorized to bring a vehicle on school premises. **Students must have a parking permit on file in the school office.** Doors on vehicles must be locked at all times when not occupied. The School Board, local school, and school officials will not be responsible for damages to privately owned vehicles.

### **CONDUCT / DISCIPLINE**

The Chilton County Board of Education believes that instruction can only occur in an environment that is conducive to learning. Quality instruction requires orderly procedures and discipline. This can only be accomplished in schools where the environment is free from distraction caused by disruptive behavior. Teachers shall manage student behavior in the class prior to the referral to the administration. Creating such an environment requires the cooperation of the parent/guardian, students, Board of Education, and all employees of the school system. It is important that each person connected with the school understands the importance of

School campus community service, before/after school detention, corporal punishment, in-school or out-of-school suspension and placement at PASS Academy, **at the discretion of the principal/assistant principal**, are appropriate for *Intermediate Offenses*. On the 4<sup>th</sup> intermediate offense in this classification during the school, the action becomes major.

### Major Offenses

1. Possession and/or use of tobacco products or e-cigarette products (See Smoking/Use of Tobacco Products), including possession of lighters, rolling paper, matches, electronic cigarettes, or similar devices.
2. Drugs - the unauthorized use, sale, transfer, possession, trafficking, misuse/abuse, or being under the influence of drugs on school property or during any off-campus school-sponsored activity. These include: alcoholic beverages, barbiturates, central nervous system stimulants, hallucinogens, non-prescribed inhalants, steroids, drug paraphernalia, and all other drugs, including any synthetic drug, to which the narcotic and drug abuse laws of the U.S., local municipalities and the State of Alabama apply. (See Alcohol/Drug Use)
3. Battery upon school employee - the intentional touching or striking of a school board employee against his/her will. Alabama law states "A person commits the crime of assault in the second degree if the person . . . with the intent to cause physical injury to a teacher or an employee of a public educational institution, causes physical injury to such person. Assault in the second degree is a Class C felony," (Section 13A-6-21, Code of Alabama 1975).
4. Robbery - the taking of money or other personal property from a person by force, violence, assault, or threats.
5. Stealing, larceny, and/or grand theft - the intentional taking and/or carrying away of property valued at more than \$100.
6. Criminal mischief - willful and malicious injury or damages of, or in excess of, \$200 to public property or to real or personal property belonging to another. "The parents, guardian, or other person having care or control of any minor under the age of 18 years with whom the minor is living and who have custody of the minor shall be liable for the actual damages sustained, but not exceeding the sum of \$1,000, plus the court costs of the action, to any person, firm, association, corporation, and the State of Alabama..." (Section 6-5-380 of the Code of Alabama 1975).
7. Possession or discharging of firearms - "Possession of a pistol on the premises of a public school. . . is a Class C felony..." *Ala. Code §13A-11-72, 1975*
8. Burglary of school property.
9. Possession of dangerous weapons or devices, which include, but are not limited to, knives, mace, teargas, chains, "realistic guns", and/or artificial weapons, etc.
10. False report of fire/bomb threat or other catastrophe; any such communication(s) without just cause, which has the effect of interrupting the educational environment.
11. Explosives - preparing, possessing, or igniting on school board property explosives likely to cause serious bodily injury or property damage.
12. Sexual acts - acts of sexual nature including, but not limited to battery, intercourse, attempted rape, or rape. Written or verbal proposition to engage in sexual acts (See also Sexual Harassment).
13. Aggravated battery - intentionally causing great bodily harm, disability, or permanent disfigurement/use of a deadly weapon.
14. Inciting or participation in major demonstrations and/or disorderly activities; disruption of the normal school program.
15. Threat, harassment or intimidation of a school board employee; the intentional threat by word or act to do violence to another person.

16. Any violation of the Student Code of Conduct, which occurs as a result of affiliation with any fraternity, sorority, secret society, gang or other organizations not recognized and approved by the individual school or school board.
17. Arson - the willful and malicious burning of any part of school board property.
18. Fighting grades 6-12 - physical conflict involving two or more individuals.
19. Any other offense which the principal/assistant principal may reasonably deem to fall within this category if the offense creates a disciplinary problem in any classroom or other school activity and/or if that offense is detrimental to the best interest and welfare of the school and/or its pupils as a whole.
20. Attempted unauthorized access to network resources.

**Major Offenses Disciplinary Action:**

Suspension, placement at the PASS Academy, and/or recommendation for expulsion are appropriate for *Major Offenses*. Parental contact will be made immediately. Law enforcement personnel will be used when warranted. A verbal report of items 2-17 violations will be made to the Superintendent or designee immediately. The Superintendent may require a written report and/or refer the matters to the Board of Education for further action.

**SECLUSION AND RESTRAINT POLICY**

Chilton County Schools adheres to the seclusion and restraint requirements of Administrative Code 290-3-1. The Seclusion and Restraint policy may be found on the Board of Education's website at [www.chiltonboe.com](http://www.chiltonboe.com).

**DRUGS/FIREARMS/WEAPONS**

**SMOKING, TOBACCO & E-CIGARETTE USE**

Smoking, possession, or the use of tobacco and/or electronic cigarettes shall not be permitted on any school property including vehicles or at any school activity.

**Discipline:**

Anyone found in violation of this policy will be subject to disciplinary action, in accordance with the Student/Parent Information Guide Major level violations. *As adopted June 18, 1996, superseding and replacing any prior policy on this topic.*

**ALCOHOL / DRUG USE**

It is the policy of the Chilton County Board of Education that students are specifically prohibited from the use, sale, transfer, possession, trafficking, misuse/abuse, or being under the influence of alcohol/drugs on school property, in a Chilton County Board of Education owned vehicle, or during any off-campus school-sponsored activity. The principal shall immediately notify the student's parents/ guardians if found in violation of this policy. After due process and prior to expulsion, the Board will consider whether the affected student is an appropriate candidate for assignment to the Board's alternate education program.

Also, law enforcement authorities will be contacted. (See Discipline under Major Offenses)  
 According to Act 94-783 of Alabama law, a person is subject to civil liability if he/she "unlawfully sells or furnishes a controlled substance to minors".

**FIREARMS AND OTHER WEAPONS**

According to Code of Alabama 1975, Section 13A-11-72 "no person shall knowingly with intent to do bodily harm carry or possess a deadly weapon on the premises of a public school". This would be classified as a Class C Felony.

community agencies such as the Department of Human Resources, Mental Health, etc. If you have any questions regarding the personal, educational, or career development of your child, please do not hesitate to contact the counselor at his/her school. Counselors also act as the school's testing director.

### **DRUG EDUCATION**

The core of the Drug Education program in the Chilton County Schools consists of a comprehensive K-12 health education curriculum that emphasizes a strong substance abuse component at each grade level. To support this curriculum, a system-wide substance policy and no tobacco use policy establish clear and specific rules regarding alcohol and other drug use.

Also, the distribution of information regarding drug prevention program and activities is provided to parents, students, staff members, and others in the community through medical coverage of events, numerous speaking engagements at PTOs, churches, clubs, civic organizations, and school assembly programs. In addition, throughout the school year, training in drug-related issues is provided for staff members and peer helper groups. Sources of assistance for drug prevention, intervention, and treatment are available through a coordinated system of consultation with and referral to community agencies that provide drug-related services.

### **SPECIAL EDUCATION SERVICES**

Special education in Chilton County provides services for students, ages 3 to 21, found eligible in at least one of 13 disability areas: Deaf-Blind, Emotional Disturbance, Hearing Impaired, Intellectual Disability, Multiple Disabilities, Orthopedically Impaired, Other Health Impaired, Specific Learning Disabilities, Speech and Language Impaired, Visually Impaired, Autism, Traumatic Brain Injury, and Developmentally Delayed. Services are provided in accordance with the federal and state mandates. Procedures for referral to placement are provided to each school in the system. For graduation requirements see page 23, under graduation requirements.

**For more information, contact Michelle Coppedge, Special Education Department Coordinator, Chilton County Schools at 280-2907.**

### **GIFTED PROGRAM**

Gifted students are those who perform at or who have demonstrated the potential to perform at high levels in academic or creative fields when compared to others of their age, experience, or environment. These students require services not ordinarily provided by the regular school program. Students possessing these abilities can be found in all populations, across all economic strata, and in all areas of human endeavor.

Teachers, counselors, administrators, parents or guardians, peers, self, or any other individuals with knowledge of the student's abilities may refer a student. Additionally, all second grade students will be observed as potential gifted referrals using a gifted behavior checklist.

For each student referred, information is gathered in the areas of Aptitude, Characteristics, and Performance. The information is entered on a matrix where points are assigned according to established criteria. The total number of points earned determines if the student qualifies for gifted services.

To make a referral, contact the counselor at your child's school. For additional information, please contact the Special Education Department at 205-280-2907.

### **PREGNANT / MARRIED STUDENTS**

A pregnant student may attend the schools of Chilton County and participate in regular school programs until such time as her physician recommends termination of school activities. A student who becomes pregnant while enrolled in any Chilton County school shall notify the school principal as soon as possible after the pregnancy