

## VI. Students

### 6.1 *Admissions and Attendance* (Adopted 7 14 2016)

6.1.1 Compulsory Attendance and Entrance Age - All persons between the age of six and seventeen years of age are required by state law to attend school for the minimum number of scholastic days prescribed by the State Board of Education unless the person holds a certificate of exemption issued by the Superintendent or is otherwise exempt under state law.

- a. *Kindergarten Age Requirement* – A student must be five years old on or before September 1, the date set by State guidelines, to be admitted for kindergarten for the current school year.
- b. *First Grade Age Requirement* – Students entering first grade for the first time must be six (6) years old on or before December 31<sup>st</sup>. Students turning six (6) years old after December 31<sup>st</sup> shall not be eligible for admission to first grade during that school year. Except that an underage child who transfers from the first grade of a school in another state may be admitted to school upon the approval of the local school system. An underage child who has moved into this state having completed or graduated from a mandated kindergarten program in another state shall be entitled to admission to the first grade, regardless of age.

[Reference: ALA. CODE §§16-28-3, 4 (1975)]

### 6.1.2 Admission to Schools

- a. *Resident Students* - School-aged children who reside within Coosa County, Alabama may be admitted to Coosa County Schools. The Board of Education shall admit students to the schools of the school system on an individual basis under such rules and regulations as the Board may prescribe.
- b. *Foreign Exchange Students* – The residence of students attending a Board school as part of a foreign exchange student program will be the residence of the host family. The Coosa County Board of Education understands and appreciates the cultural and language contribution to education made possible by the interaction of students from other countries with our own and shall make accommodations for having such students attend our schools. Because of the increasing number of opportunities for foreign students to obtain a visa and reside temporarily in our system, either through organized foreign exchange programs or through informal arrangements with families of relatives or friends, the Superintendent and/or his designee shall develop procedures to be followed for admission of foreign students.

Foreign exchange students may be admitted only to attend grades 10 or 11 in the school system. The standards for successful completion of a course and the granting of credit for the course shall be the same for foreign exchange students as they are for resident students.

All foreign exchange students who wish to enroll should present their request to the Superintendent as soon as possible.

- c. *Homeless Students* – Homeless students will be permitted to enroll without regard to residency status and may be entitled to other accommodations under federal law.

[Reference: McKinney-Vento Homeless Assistance Act (42 U.S.C. §11431) *et seq.*, 34 C.F.R. 200.6]

- d. *Students Expelled or Suspended from Other School Systems* - Any student who is under suspension or expulsion from another school system or a private, parochial, or other school will not be permitted to enroll until the student has satisfied the conditions for readmission set by the expelling or suspending board or authority in addition to generally applicable admission requirements established by the Board.
- e. *Required Documentation* – Students entering the school system for the first time, regardless of grade level, will be required to submit a certified birth certificate, documentation or other proof of residency, and such other registration materials as school officials may reasonably require, including but not limited to a certificate of immunization or an exemption as prescribed by the Department of Health and signed by a private physician or appropriate health department official. The Superintendent may accept alternate forms of evidence or modify otherwise applicable requirements as necessary and appropriate to accommodate migrant, immigrant, Limited English proficient or homeless students.
- f. *Placement of Students*- Local school administration will determine the placement of newly enrolled students in accordance with state law.

6.1.3 Absences and Excuses - Anytime a student is absent from school, the absence will be designated as excused or unexcused. Excused absences will be permitted for the following reasons:

- a. Illness;
- b. Death in immediate family;

- c. Inclement weather which would be dangerous to the life and health of the child as determined by the principal;
- d. Legal quarantine;
- e. Emergency conditions as determined by the principal; or
- f. Prior permission of the principal upon request of the parent or legal guardian.

Documentation supporting an excused absence must be submitted in a timely manner (3 school days) or the absence will be deemed to be unexcused. Excessive unexcused absences may result in a loss of academic credit or referral of the matter to juvenile or other appropriate legal authorities for investigation.

- 6.1.4 Truancy - Parents or guardians are required to ensure that students under their care, custody or control attend school regularly. Habitual or excessive absence from school may require Board officials to refer the matter to juvenile authorities and to initiate truancy proceedings.

[Reference: ALA. CODE §16-28-1, *et seq.* (1975); Ala. Admin. Code 290-3-1-.02]

## **6.2 *Withdrawals***

No student of compulsory attendance age will be permitted to withdraw from school except in accordance with state law and any withdrawal procedures that may be developed by the Superintendent.

[Reference: Ala. Admin. Code 290-3-1-.02]

## **6.3 *Student Fees, Fines, and Charges***

Reasonable fees, fines, and charges not prohibited by law may be established by the local school administration and approved by the Superintendent. All such fees, fines, and charges will be collected and accounted for in accordance with the procedures, rules, and regulations to be developed by the Chief School Financial Officer or as provided in the Board finance or local school finance manual(s).

## **6.4 *Concussions***

The Board will use concussion-related information and forms prepared by the Alabama High School Athletic Association as they may be revised from time to time, but nothing in any such materials should be interpreted or otherwise understood to create a duty or standard of care on the part of any person charged with its implementation.

[Reference: ALA. CODE §22-11E-2 as amended by Act of Alabama 2012-314]

## **6.5 *Extracurricular Activities***

6.5.1 General - Students may be offered an opportunity to participate in extracurricular activities and organizations. Extracurricular activities must meet the following criteria:

- a. The organization or activity must be approved by the school principal and must have an assigned faculty supervisor or sponsor;
- b. The organization or activity must promote or serve the intellectual, cultural, personal, or physical development of the student in a manner that is consistent with the purposes of public education, the Board's legal mandate, mission statement, policies, and regulations, and with applicable requirements of state and federal law;
- c. The organization or activity must operate under and subject to general supervision of school officials; and
- d. The nature of the organization and its activities are not inconsistent with and do not interfere with instructional activities or requirements.

Student participation or membership in such organization activities may be governed by the specific policies of the organization and is subject to review and approval by the principal.

6.5.2 Athletics - Participation in Board sanctioned athletic programs will be on such terms and conditions as may be approved by the Board and any athletic association of which the Board is a member. Schools may establish terms and conditions for participation in such programs as long as school eligibility criteria are not inconsistent with system-wide eligibility or participation criteria, rules, regulations, or standards established by any athletic association or organization of which the Board is a member, or any rule, principle, or provision of applicable law.

6.5.3 Extracurricular Fees- All fees charged for extra-curricular activities shall be approved by the local school administration.

## **6.6 *Drug/Alcohol Policy For "Activity Students"***

6.6.1 Purpose - Coosa County Schools recognizes that students who participate in extracurricular activities are assets to the sports, academics, and leadership components of our educational institutions. These include athletics, cheerleading, band, and students that possess campus parking passes. Collectively, these students will be referred to as "activity students". To assist its "activity students" in

maximizing their skill and talents and afford them every opportunity to remain drug/alcohol free in order to help protect themselves, as well as other students with whom they come in contact, the Coosa County Schools has implemented the following drug and alcohol screening program. This program is enacted as a preventive measure and as a deterrent to "activity students" who may be thinking of trying alcohol or other drugs.

#### 6.6.2 Definitions

**“Activity Students”** - athletes, cheerleaders, band students and students that possess campus parking passes.

**Athletics** - sports, games, and exercises that require strength and/or skill, sanctioned by AHSAA.

**Random Testing** - testing without definite date and time.

**Positive Result** - positive proof of a substance(s) found in a student’s body, as indicated by the test administered.

#### 6.6.3 Policy - This policy will apply to all “activity students” whose privileges can be taken away for failure to comply.

Each "activity student" shall be provided with a consent form, a copy of which is attached hereto, which shall be dated and signed by the "activity student" and by a parent or legal guardian before such student shall be eligible to participate in athletics, cheerleading, band, or student drivers.

Any "activity student" testing positive, refusing to test, refusing to cooperate with testing, or being in violation of this policy will not be penalized academically. Information, including testing positive, will not be released to criminal or juvenile authorities.

All information, interviews, reports, statements, memoranda and test results, written or otherwise, received by the school through its drug/alcohol testing program are confidential communications and may not be used or received in evidence, obtained in discovery, or disclosed in any public or private proceedings.

#### 6.6.4 Enforcement - The Coosa County School System reserves the right to require all “activity students” to submit to alcohol and/or other drug tests to determine the presence of prohibited substances. All current “activity students” may be required to undergo testing on a random basis without advance notice.

“Activity students” testing positive for drugs/alcohol will be subject to suspension from student athletics, cheerleading, band, and student driving privileges, until the student can provide a negative test result. Refusal to cooperate with the school in any test investigation will include immediate suspension from participating in extracurricular activities—athletics, cheerleading, band, and/or forfeiture of parking privileges.

#### 6.6.5 Testing Procedures

- a. The school will conduct random drug/alcohol testing on “activity students.”
- b. An “activity student” who is subject to random testing and is absent on the day of the random drug/alcohol screening will not be penalized in any way should his/her name be on the random list for testing that day.
- c. If an “activity student” has a positive drug/alcohol test result, depending on the substance(s) found in the urine, the parent or legal guardian will be given the opportunity to submit a valid prescription that may have produced a positive result. The student will be suspended from all activities until a valid prescription is provided.
- d. Once an “activity student” has tested positive, his/her name will not be removed from the random pool of names and may be subject to testing every time drug/alcohol testing is conducted.
- e. Testing will be in-house at the school by a certified drug tester. “Activity students” will not be observed during the test. Testing will be equally proportioned on a percentage based upon the number of participants in each chosen activity.
- f. An “activity student” may, together with his/her parent or legal guardian, request a re-test. (This re-test must be collected within 24 hours of notification of the final test results.) The re-test may be conducted by any facility on the approved list. The parent or legal guardian will be responsible for the cost of any re-test. If the re-test result is negative, his/her parent or legal guardian will be reimbursed by the school.
- g. All information, whether written or otherwise, received by the Coosa County Board or the Coosa County Schools are confidential

communications and will remain strictly confidential, per Federal Regulation CFR 42.

#### 6.6.6 Actions For Failed Drug/Alcohol Screens

- a. First Positive - The first time an “activity student” tests positive on a drug/alcohol test, the student's parent/legal guardian will be notified and the student will result in an automatic 7-day suspension from participation in all extracurricular activities and a forfeiture of parking privileges for that same period. The “activity student” must also complete 4 hours of community service, approved by the principal and completed within 45 days of the failed test. The “activity student” must also retake and test negative on another drug/alcohol test within 45 days. The “activity student” will be responsible for the costs of any re-test and it must be conducted through the school's certified drug testing provider. If there is no re-test conducted within 45 days, the “activity student” will be treated as if they had tested positive on a second occasion. The student will be referred to the school counselor.
- b. Second Positive - A second positive test result for an “activity student” will result in an automatic 14-day suspension from participation in all extracurricular activities and a forfeiture of parking privileges for that same period. The “activity student” must also complete 8 hours of community service, approved by the principal and completed within 45 days of the failed test. In order for privileges to be reinstated, the “activity student” must first retake and test negative on another drug/alcohol test. The “activity student” will be responsible for the costs of this re-test and it must be conducted through the school's certified drug testing provider. If there is no re-test conducted within 45 days, the “activity student” will be treated as if they had tested positive on a third occasion. The student will again be referred to the school counselor.
- c. Third Positive - A third and any subsequent positive test result for an “activity student” will result in a 100-day ban from all extracurricular activities and a forfeiture of parking privileges. The “activity student” must also complete 16 hours of community service, approved by the principal and completed within 45 days of the failed test. In order for privileges to be reinstated, the “activity student” must first retake and test negative on another drug/alcohol test. The “activity student” will be responsible for the costs of this re-test and it must be conducted through the school's certified drug test provider. The student will again be referred to the school counselor.

***This policy in no way replaces nor changes the Coosa County board policy and school rules pertaining to use, possession, distribution, of alcohol and/or other drugs at school***

*or school-sponsored events.*

### **6.7 *Off-Campus Events***

Student participation in and travel to off-campus events, concerts, functions, and activities, and the use of school buses or other transportation for such purposes may be authorized under and subject to the following terms and conditions:

- a. The destination is an activity, event, or function that services a *bona fide* educational or related extracurricular purpose, or is an athletic event or function sponsored or sanctioned by the school or the school system and the state athletic association;
- b. Adequate information regarding the trip (e.g., destination, duration, purpose, educational purpose, mode of transportation, nature and extent of student participation) has been provided to the local school administration;
- c. Adequate arrangements are made for supervision and other risk management considerations (e.g., parental permission, medical treatment authorization, special insurance requirements);
- d. Properly licensed and qualified drivers have been selected and arrangements for the costs of the trip (e.g., salary, fuels, maintenance, lodging) have been made;
- e. Prior administrative approval of the trip is obtained; and
- f. All out-of-state field trips must be approved by the Board.

The Superintendent is authorized to develop additional specific requirements for participation in and travel to and from official events and activities that are consistent with the terms of this policy and in accordance with the Coosa County Schools Code of Conduct.

### **6.8 *Student Publications***

The local school administration is authorized to develop rules and regulations regarding student publications. Student publications are subject to and will be expected to meet standards associated with responsible journalism. The principal and student publication sponsor are responsible for the content of such publication.

### **6.9 *Early Dismissal***

The Board may allow early dismissal of seniors who are on track to graduate with their class for work-based learning, according to guidelines set out in the Student Code of Conduct.



## **6.10 *Equal Education Opportunities***

No student will be unlawfully excluded from participation in, be denied the benefits of, or subjected to discrimination in any program or activity offered or sponsored by the Board on the basis of race, ethnicity, color, disability, creed, national origin, sex, immigrant or migrant status, non-English speaking ability, or homeless status.

## **6.11 *Title IX***

6.11.1 Prohibition - In accordance with Title IX (20 U.S.C. §1681, *et seq.*), the Board strictly prohibits discrimination on the basis of sex or gender in its programs or activities, including sexual harassment, as defined by law and Board policy. Sexual harassment complaints should be filed and reviewed under the Board's student sexual harassment policy. All other complaints under Title IX will be filed and reviewed according to the Board's general complaint and grievance procedures.

6.11.2 Title IX Coordinator - The Superintendent is authorized and directed to designate a Title IX Coordinator, whose duties will include but not be limited to receiving and responding to Title IX inquiries and complaints.

## **6.12 *Student Sexual Harassment***

6.12.1 Sexual Harassment Prohibited - Sexual harassment in any form that is directed toward students is prohibited. Persons who violate the policy will be subject to the full range of disciplinary consequences up to and including termination (for employees) and expulsion (for students) as dictated by the nature and severity of the violation and other relevant considerations. If appropriate, the circumstances constituting the violation may be reported to law enforcement agencies or child welfare agencies for further investigation and action.

6.12.2 Definition - For purposes of this policy, sexual harassment means unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communications of a sexual nature, and any other gender-based harassment, whether initiated by students, school employees, or third parties, when:

- a. Submission to the conduct is made explicitly or implicitly a term or condition of the student's education, including any aspect of the student's participation in school-sponsored activities, or any other aspect of the student's education;
- b. Submission to or rejection of the conduct is used as the basis for decisions affecting the student's academic performance, participation in school-sponsored activities, or any other aspect of the student's education;

- c. The conduct has the purpose and effect of unreasonably interfering with a student's academic performance or participation in school-sponsored activities or creating an intimidating, hostile, or offensive education environment.

The following are examples of conduct that may constitute sexual harassment, depending on the circumstances:

- a. Verbal harassment or abuse of a sexual nature, including graphic comments, the display of sexually suggestive objects or pictures, and sexual propositions;
- b. Repeated unwelcome solicitations of sexual activity or sexual contact;
- c. Unwelcome, inappropriate sexual touching;
- d. Demands for sexual favors accompanied by implied or overt promises of preferential treatment or threats with regard to the student's educational status.

6.12.3 Initial Confrontation of Accused Harasser Not Required - A student who invokes the harassment complaint procedure will not be required to present the complaint to the accused or suspected harasser for resolution. Students will be permitted to report allegations of suspected harassment to any appropriate Board administrator, teacher, counselor, or employee, and such persons have a duty to promptly refer such allegations to the Superintendent or to take such action as may be required by the procedures established under "Sexual Harassment Complaint Procedures Authorized" (6.10.3) above. In no case will any employee who is the subject of a complaint be permitted to conduct, review, or otherwise exercise decision making responsibility in connection with the processing of the complaint.

6.12.4 Notice of Policy to be Promulgated - The Superintendent will promulgate and disseminate this policy and the complaint procedures to the schools and will take such other steps and measures as may be reasonably available and expedient for informing the school community of the conduct prohibited by this policy and recourse available to students who believe that they have been subjected to sexual harassment.

### **6.13 *Anti- Harassment Policy***

6.13.1 Harassment, Violence, and Threats of Violence Prohibited - No student shall engage in or be subjected to harassment, violence, threats of violence, or intimidation by any other student that is based on any of the specific characteristics that have been identified by the Board in this policy. Students who violate this

policy will be subject to disciplinary sanctions.

6.13.2 Definitions – The term “harassment” as used in this policy means a continuous pattern of intentional behavior that takes place on school property, on a school bus, or at a school-sponsored function including, but not limited to, written, electronic, verbal, or physical acts that are reasonably perceived as being motivated by any characteristic of a student, or by the association of a student with an individual who has a particular characteristic, if the characteristic falls into one of the categories of personal characteristics set forth in Section 3(b) below. To constitute harassment, a pattern of behavior may do any of the following:

- Place a student in reasonable fear of harm to his or her person or damage to his or her property.
  - Have the effect of substantially interfering with the educational performance, opportunities, or benefits of a student.
  - Have the effect of substantially disrupting or interfering with the orderly operation of the school.
  - Have the effect of creating a hostile environment in the school, on school property, on a school bus, or at a school-sponsored function.
  - Have the effect of being sufficiently severe, persistent, or pervasive enough to create an intimidating, threatening, or abusive educational environment for a student.
- a. The term “violence” as used in this policy means the infliction of physical force by a student with the intent to cause injury to another student or damage to the property of another student.
  - b. The term “threat of violence” as used in this policy means an expression of intention to inflict injury or damage that is made by a student and directed to another student.
  - c. The term “intimidation” as used in this policy means a threat or other action that is intended to cause psychological or mental fear or apprehension in a student, especially for the purpose of coercing or deterring the student from participating in or taking advantage of any school program, benefit, activity, or opportunity for which the student is or would be eligible.
  - d. The term “student” as used in this policy means a student who is enrolled in the Coosa County school system.

### 6.13.3 Description of Behavior Expected of Students -

- a. Students are expected to treat other students with courtesy, respect, and dignity and comply with the Student Code of Conduct. Students are expected and required (1) to comply with the requirements of law, policy, regulation, and rules prohibiting harassment, violence, or intimidation; (2) to refrain from inflicting or threatening to inflict violence, injury, or damage to the person or property of another student; and (3) to refrain from placing another student in fear of being subjected to violence, injury, or damage when such actions or threats are reasonably perceived as being motivated by any personal characteristic of the student that is identified in this policy.
- b. Violence, threats of violence, harassment, and intimidation (also referred to as bullying) are prohibited and will be subject to disciplinary consequences and sanctions if the perpetrator of such action is found to have based the prohibited action on one or more of the following personal characteristics of the victim of such conduct, which may include but are not limited to the following:
  - The student's race;
  - The student's sex;
  - The student's religion;
  - The student's national origin; or
  - The student's disability.

6.13.4 Consequences for Violations – A series of graduated consequences for any violation of this policy will be those outlined in the Student Code of Student.

### 6.13.5 Reporting, Investigation, and Complaint Resolution Procedures -

- a. Students should immediately report all alleged violations of this policy to a school employee, if possible to the teacher or employee responsible for supervision at the time of the violation. Complaints alleging violations of this policy must be made on Board approved complaint forms available at the principal and/or counselor's office, and located on the school system's website. The complaint must be completed and signed by the student alleging the violation or by the student's parent or legal guardian and delivered to the principal or the principal's designee either by mail or personal delivery. At the request of the complaining student or the student's

parent or legal guardian, incidental or minor violations of the policy may be presented and resolved informally.

- b. Upon receipt of the complaint, the principal or the principal's designee will, in their sole discretion, determine if the complaint alleges a serious violation of this policy. If the principal or the principal's designee determines that the complaint alleges a serious violation, the principal or the principal's designee will undertake an investigation of the complaint. The investigation will entail the gathering of relevant facts and evidence and will be conducted in a reasonably prompt time period taking into account the circumstances of the complaint. If the investigation establishes a violation, appropriate disciplinary sanctions will be imposed on the offending student(s). Other measures that are reasonably calculated to prevent a recurrence of the violation(s) may also be imposed by the principal or the school system.
- c. Acts of reprisal or retaliation against any student who has reported a violation of this policy or sought relief provided by this policy are prohibited, and are themselves a violation of this policy. Any confirmed acts of reprisal or retaliation will be subject to disciplinary sanctions that may include any sanction, penalty, or consequence that is available to school officials under the Student Code of Conduct. A student who personally or through his/her parent(s) deliberately, recklessly, and falsely accuses another student of a violation of this policy will be subject to disciplinary sanctions as outlined in the Student Code of Conduct.
- d. If a threat of suicide is reported, the principal or the principal's designee will inform the student's parent or guardian of the report.

6.13.6 Promulgation of Policy and Related Procedures, Rules, and Forms – This policy and any procedures, rules, and forms developed and approved to implement the policy will be published, disseminated, and made available to students, parents and legal guardians, and employees by such means and methods as are customarily used for such purposes, including publication on the Coosa County school system's website.

6.13.7 Construction of Policy – This policy is supplemental to other Board policies and procedures and does not repeal, replace, or supersede any other prohibition on harassment, violence, threats of violence or intimidation found elsewhere in Board policy or procedure, including the Code of Student Conduct. This policy shall not be construed to allow harassment, violence, threats of violence or intimidation for any reason not specifically listed in this policy or to prohibit the Board from disciplining students for acts of harassment, violence, threats of violence or intimidation not specifically listed herein. Students who engage in harassment,

violence, threats of violence or intimidation not specifically covered by this policy may be subject to appropriate disciplinary action in accordance with the Code of Student Conduct.

[Reference: ALA. CODE §16-28B-1, et seq. (1975)]

## **6.14 *Protection of Pupil Rights Amendment***

6.14.1 Consent - The Coosa County Board of Education will obtain parental consent before students are required to participate in a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):

- a. Political affiliations or beliefs of the student or the student’s parent(s);
- b. Mental or psychological problems of the student or student’s family;
- c. Sexual behavior or attitudes;
- d. Illegal, anti-social, self-incriminating, or demeaning behavior;
- e. Critical appraisals of others with whom respondents have close family relationships;
- f. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- g. Religious practices, affiliations, or beliefs of the student or parent(s); or
- h. Income, other than as required by law to determine program eligibility.

6.14.2 Notice and Option to Opt Out - Parents will be provided notice and an opportunity to opt a student out of any of the following:

- a. Any survey that is designated to obtain protected information from a student, regardless of the source of funding;
- b. Any non-emergency, invasive physical exam or screening that is required as a condition of attendance, that is administered by the school or its agent, and that is not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law; and

- c. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or for the purpose of selling or otherwise distributing the information to others.

6.14.3 Inspection - Parents will be allowed to inspect, upon request and before administration or use, the following:

- a. Protected information surveys of students;
- b. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- c. Instructional material used as part of the educational curriculum.

6.14.4 Special Provisions for Certain Students - Students who are at least 18 years old and emancipated minors under state law will be allowed to take the above actions in lieu of their parents or guardians.

6.14.5 Additional Policies and Procedures Authorized - In consultation with parents, the Superintendent is authorized to develop additional policies, and arrangements to protect student privacy in the administration of protected information surveys and in the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The Board will directly notify parents of these policies and procedures at the beginning of each school year and after any substantive changes are approved.

[Reference: 20 U.S.C. §1232h; 34 CFR Part 98]

## **6.15 *Student Records***

Educational records as defined by law or Board policy will be available for examination and review by authorized persons in the manner prescribed and to the extent required by law. Except where the context requires otherwise, the term “educational records” has the meaning given in 20 U.S.C. 1232g(a)(4). Copies of such records may likewise be provided to the extent required and under circumstances specified by applicable law or regulations. The Superintendent is authorized to establish administrative standards and procedures respecting access to such records, including a schedule of reasonable charges for the reproduction thereof. Parents will be provided required annual notification regarding educational records through the student code of conduct or by other appropriate means.

[Reference: 20 U.S.C. §1232g(a)(4); 34 CFR §99.3]

## **6.16 *Student Health Services***

The Board may offer limited student health services that are designed to address minor medical issues that may arise during the school day or to assist with special or chronic health problems. In cases of acute or contagious illnesses, parents or guardians may be notified and required to pick up the student. School officials are authorized to take reasonable and appropriate steps to provide or arrange for the provision of emergency medical services to students who require immediate medical attention. In case of illness or accidental injury not requiring immediate medical attention, standard first aid procedures may be followed. The Superintendent is authorized to develop and promulgate procedures, rules, and regulations concerning the taking, administration, and handling of medication at school consistent with state law and appropriate health standards. The ALSDE Student Medication Prescriber/Parent Authorization Form must be completed and on file.

### **6.17 *Student Code of Conduct***

The Superintendent will prepare and present to the Board for adoption and periodic revision a Student Code of Conduct (“Code”), with input from teachers, school personnel, students, parents and guardians, and other members of the education community and, as appropriate, the community at large. The Code will comprehensively describe the rules and standards of conduct and discipline that will be maintained and enforced within the Coosa County Schools. The Code will set forth the specific grounds for disciplinary action, the penalties, sanctions, or consequences that may be imposed for a violation of the Code, the methods and procedures by which violations of the Code will be determined, and any appeal or review procedures that are available to students. The Code will incorporate applicable statutory and regulatory requirements, and the hearing and appeal procedures specified in the Code will conform to applicable statutory and constitutional standards and requirements. The Code may be incorporated in a student handbook and will be made available to all teachers, school personnel, students, parents and guardians at the beginning of each school year. The Code will be deemed an extension of Board policy and will have the force and effect thereof.

[Reference: ALA. CODE §§16-28-12, 16-28A-1 to 3 (1975); Ala. Admin Code 290-3-1-.02, 290-8-9-.09]

### **6.18 *Searches (Students)***

- a. *Board Property* - All school system property, facilities, and grounds may be entered, inspected, and searched for any lawful purpose by Board officials or their designees at any time, without prior notice and to the fullest extent permitted by law. The right to enter, inspect, and search includes and extends to (but is not limited to) Board owned or controlled offices, desks, file cabinets, lockers, computers, files, documents, data, and devices however and wherever kept, stored, or maintained.
- b. *Personal Property* - Personal property, including but not limited to vehicles, purses, wallets, gym bags, book bags, cell phones, computers, and any electronic devices may be searched by authorized school officials, including



school principals or their designees, when reasonable suspicion exists that the property contains prohibited materials, illegal substances, weapons, or other items that are reasonably deemed to present a risk or threat to the safety or welfare of the school community.

- c. *Personal Searches* - Students may be searched whenever reasonable suspicion exists that the student possesses prohibited materials, illegal substances, weapons, or other items that are reasonably deemed to present a risk or threat to the safety and welfare of the school community. Student searches must be conducted by a school administrator or his or her designee in the presence of another certified school employee and may include a private pat down of the student or a search of personal items and clothing. Personal searches will be conducted with due regard for the age and gender of the student. Searches that require physical contact between the school official and the student, removal of clothing, or examination of the student in a way that would implicate privacy concerns must be conducted and witnessed by officials of the same gender as the student and in a way that preserves the dignity of the student to the extent practicable under the circumstances. Refusal to submit to a search or to cooperate in a search as provided in this policy may be grounds for disciplinary action.
- d. *Use of Recovered Items* - Property, material, substances, information, or records that are obtained, discovered, or recovered as a result of a search may be retained and used for any lawful purpose.

### **6.19 *Corporal Punishment***

The Board allows reasonable corporal punishment of students under the following terms and conditions. Corporal punishment will be administered only as a disciplinary measure, with due regard for the age and physical condition of the student, and without excessive force. Parents will be given the opportunity to opt out in writing from the use of corporal punishment for their child as a disciplinary measure. Corporal punishment will be administered by the school principal or his or her representative in the presence of another adult professional school system employee. Corporal punishment should not be administered in the presence of another student.

[Reference: ALA. CODE §16-28A-2 (1975)]

### **6.20 *Student Suspension (including Students with Disabilities)***

In order to maintain order, minimize the risk of potential personal injury, property damage

or disruption, or to permit an orderly investigation and evaluation of a suspected violation of school or school system rules, standards, or policies, principals may temporarily suspend a student pending a conference with the parent or guardian of the student and a final disciplinary decision. Suspension may also be imposed as a disciplinary measure as provided in the Student Code of Conduct. Suspension of students with disabilities will be subject to applicable limitations and requirements imposed by the Individuals with Disabilities Education Act (“IDEA”) and its implementing regulations.

#### **6.21 *Student Expulsion (including Students with Disabilities)***

Students may be expelled from school for offenses serious enough to warrant such action as provided in the Student Code of Conduct or other Board disciplinary policies. Students who are recommended for expulsion may be suspended until such time as the Board meets to consider the recommendation for expulsion. Reasonable notice of the proposed action, the reasons therefore, and an opportunity to be heard will be afforded to the student and the student’s parent or guardian prior to a final decision by the Board regarding expulsion. The Superintendent or his designee will notify the student or the student’s parent or guardian, in writing, of any action taken by the Board. The term of an expulsion may extend to the maximum permitted by law. The Board may impose such reasonable limitations on the student’s right to re-enroll in the school system following expiration of expulsion as may be permitted by law. A student who withdraws from school prior to the Board’s consideration of a proposed expulsion may not re-enroll in the school system until the Board holds a hearing or other appropriate proceedings regarding the recommended expulsion. Expulsion of students with disabilities will be subject to applicable limitations and requirements imposed by the Individuals with Disabilities Education Act (“IDEA”) and its implementing regulations.

#### **6.22 *Restraint***

The Superintendent is authorized to develop written procedures governing the use of physical restraint as required by state law. The procedures will be published in accordance with the requirements of state law.

[Reference: Ala. Admin. Code R. 290-3-1-.01, 290-3-1-.02]

#### **6.23 *Electronic Communication Devices***

The Board of Education authorizes the Superintendent to develop guidelines for the use of wireless communication devices for instructional purposes. The Board prohibits the inappropriate or disruptive use of personal, wireless communication devices by students. Principals or their designees will also have the authority to further restrict or deny the use of personal/wireless communication devices by any student to prevent the misuse, abuse, or violation of school rules regarding the use of such devices. School administrators may read, examine, or inspect the contents of any such device upon reasonable suspicion that the device contains evidence of an actual or suspected violation of the law, Board policy, the Student Code of Conduct, or other school rules, provided that the nature and extent of such examination shall be reasonably related and limited to the suspected violation. The Board assumes no responsibility for theft, loss, or damage to any personal/wireless communication device.

[Reference: ALA. CODE §16-1-27 (1975)]

## **6.24 *Drivers' License***

6.24.1 Drivers' License - Unless exempted from the requirement by Board policy, a person under the age of 19 years may not under state law obtain a driver's license or a learner's permit without being enrolled in school or meeting alternative criteria established by law. Additionally, a driver's license may be suspended or revoked if a student withdraws or fails to attend school. Students may be exempted or excused from otherwise applicable statutory requirements if their withdrawal or nonattendance is caused by circumstances beyond the control of the student. Circumstances beyond the control of the student may be found with respect to:

- a. Students who are mentally or physically unable to attend school;
- b. Students who are regularly and legally employed in compliance with the provisions of the Child Labor Law; and
- c. Students who, because of the lack of public transportation, are compelled to walk more than two miles to attend a public school.

Students who are denied a driver's license by virtue of their nonenrollment may appeal a decision affecting the student's eligibility for a driver's license to the Superintendent. The appeal should be in writing and filed with the school principal within 15 days of the decision from which the appeal is taken, and should set forth the reasons on which the appeal is based. An appeal should be promptly forwarded to the Superintendent for his review and final decision.

6.24.2 Administrative Procedures Authorized - The Superintendent is authorized to develop procedures to implement the provisions of this policy and to comply fully with state law.

[Reference: ALA. CODE §16-28-40, *et seq.* (1975)]

## **6.25 *Student Religious Liberties at School***

- 6.25.1 The Coosa County Board of Education may not discriminate against students or parents on the basis of a religious viewpoint or religious expression. The Board shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the Board treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate based on a religious viewpoint expressed by the student on an otherwise permissible subject.
- 6.25.2 Students may express their beliefs about religion in homework, artwork, and other written and oral assignments free from discrimination based on the religious content of their submissions. Homework and classroom assignments shall be judged by ordinary academic standards of substance and relevance and against other legitimate pedagogical concerns identified by the Board. Students may not be penalized or rewarded on account of the religious content of their work. If an assignment requires a student's viewpoint to be expressed in coursework, artwork, or other written or oral assignments, a public school may not penalize or reward a student on the basis of religious content or a religious viewpoint. In such an assignment, a student's academic work that expresses a religious viewpoint shall be evaluated based on ordinary academic standards of substance and relevance to the course curriculum or requirements of the coursework or assignment.
- d. Students in public schools may pray or engage in religious activities or religious expression before, during, and after the school day in the same manner and to the same extent that students may engage in nonreligious activities or expression. Students may organize prayer groups, religious clubs, "see you at the pole" gatherings, or other religious gatherings before, during, and after school to the same extent that students are permitted to organize other noncurricular student activities and groups. Religious groups shall be given the same access to school facilities for assembling as is given to other noncurricular groups without discrimination based on the religious content of the students' expression. If student groups that meet for nonreligious activities are permitted to advertise or announce meetings of the group, the Board may not discriminate against groups that meet for prayer or other religious speech. The Board may disclaim school sponsorship of noncurricular groups and events in a manner that neither favors nor disfavors groups that meet to engage in prayer or religious speech.
- e. Students in public schools may wear clothing, accessories, and jewelry that display religious messages or religious symbols in the same manner and to the same extent that other types of clothing, accessories, and jewelry that display messages or symbols are permitted.

- 6.25.3 Nothing herein shall be construed to authorize the Board, its Superintendent, officers, members, administrators and/or employees to require any student or person to participate in prayer or in any other religious activity or to violate the constitutional rights of any student or person.
- 6.25.4 Nothing herein shall be construed to limit the authority of the Board, its Superintendent, officers, members, administrators and/or employees to do any of the following:
- a. Maintain order and discipline in the schools in a content and viewpoint neutral manner;
  - b. Protect the safety of students, employees, and visitors of the schools, and
  - c. Adopt and enforce policies and procedures regarding student speech at school provided that the policies and procedures do not violate the rights of students as guaranteed by the United States and Alabama constitutions and laws.
- 6.25.5 The provisions of this policy shall apply to all religions. Nothing herein shall be construed as establishing a particular religion nor as prohibiting the free exercise of a particular religion.

[Reference: ALA. CODE §16-1-20.5]