Vision
We inspire, engage, and empower all students to achieve their highest potential.

Mission
The Chesapeake Public School family promotes educational excellence by engaging all students in meaningful and innovative learning experiences that empower them to successfully fulfill their life’s purpose.

Core Values
Our Educational Family:
• Fosters Equity
• Cultivates Innovation
• Models Integrity
• Promotes Accountability
• Inspires Excellence

Strategic Goals
• Provide exemplary teaching and learning experiences.
• Recruit, retain, and support our valued employees.
• Provide a safe and supportive learning environment.
• Engage, inform, and collaborate with the community.
PLEASE SIGN AND SUBMIT THIS PAGE TO YOUR CHILD’S HOMEROOM TEACHER

PARENT AND STUDENT COVID-19 HEALTH SCREENING COMMITMENT

Parents/Guardians and students must make a thoughtful and continuing commitment to following recommended health requirements for controlling Covid-19 in our schools. To help accomplish the School Division’s important safety requirements for students attending in-person classes, parents/guardians and students must review, discuss among themselves, and commit to the following guidelines:

1. To help ensure that students are free of Covid-19 symptoms before attending school each day, parents/guardians must observe their student and do the following:
   - Check for what CDC lists as common symptoms including fever or chills, cough, shortness of breath/difficulty breathing, fatigue, muscle/body aches, headache, new loss of taste or smell, sore throat, congestion/runny nose, nausea/vomiting, and/or diarrhea
   - Conduct a temperature check of your student.
   Students who display any of these symptoms or a temperature above 100.4 (without medication) should stay home, and parents should notify the school.

2. Ensure that students have not been in close contact with someone who has Covid-19 symptoms, has tested positive for Covid-19, or is awaiting test results. Students who have been in close contact should stay home, and parents should notify the school.

3. Upon notification from the school that their student is ill, the parent/guardian must make arrangements to promptly pick-up their student.

4. Parents/Guardians must support and strongly encourage compliance with risk reduction strategies being applied in the school (physical distancing, use of face coverings, etc.).

5. Students and staff are required to wear masks whenever six feet of distancing cannot be maintained on all Chesapeake Public School Property. This includes entry and departure from schools, while waiting for and on school buses, in school hallways, restrooms, and while attending school-sponsored events.

A copy of this agreement must be on file before a student may attend in-person classes. Students who do not have a copy of this agreement on file may attend school under the remote or virtual models.

SCHOOL DISCIPLINE

Students that disregard the health and safety mitigation strategies in place will be subject to disciplinary action. The Student Code of Conduct outlines consequences associated with unsafe behaviors, and that students may be immediately assigned to a virtual learning environment.

ATTENDANCE PROTOCOL

Option 1: On-Campus Continuum (as much as possible)
Depending on the type of instructional delivery model used at the time, students will:
1. Report to campus for a full regular school day. Students who do not report to campus on their assigned days will be marked absent.
2. Participate in weekly scheduled real-time synchronous learning through video conferencing sessions. Attendance in virtual class sessions is required.
3. Participate in independent asynchronous learning experiences through assignments that may be paper/pencil or online.

Option 2: Chesapeake Online
Students will participate in both scheduled real-time synchronous learning through video conferencing sessions and independent asynchronous online learning experiences. Students must turn in assigned work each week and stay on pace, as outlined in the division curriculum. Attendance in virtual class sessions is required.

Note: Students who are absent consecutively for 15 days or more due to COVID-19 illness or related quarantine will be required to provide documentation from a doctor verifying the circumstance and giving an approval to return to school with a specific return date.

ACCEPTABLE TELECOMMUNICATIONS and INTERNET USE POLICY

All students, parents and/or guardians are affirmatively stating that they have read and fully understand the Acceptable Telecommunications and Internet Use for Students and have reviewed and explained the policy to their children, if applicable. All students, parents and/or guardians also are agreeing that they understand that any violation of the policy may result in the student’s access to the Network being suspended and/or terminated and that disciplinary action and/or appropriate legal action may be taken.

STATEMENT OF RECEIPT

We understand that the Chesapeake School Board is committed to providing each student a safe, comfortable, non-threatening environment conducive to learning. To achieve this, students must conduct themselves as responsible members of the school community. I understand and acknowledge the risk of exposure or infection that may result from in-person classes and agree to abide by the Covid-19 Health Screening Commitment. We have read and discussed the Student Code of Conduct Policy Guidelines, which includes School Discipline, Attendance Protocol, Acceptable Telecommunications and Internet Use Policy, and Privately Owned Electronic Devices Policy. After reading the handbook in its entirety, and reviewing the content with my student, we agree to abide by the guidelines outlined. We recognize that parents/guardians have a responsibility to assist the school in disciplining their students and maintaining order. The Student Code of Conduct Policy Guidelines maybe updated and available online on the Chesapeake Public School’s website throughout the year or you may request an updated copy from your student’s school.

By signing this statement of receipt, parents/guardians shall not be deemed to waive, but to expressly reserve, their rights protected by the constitutions or laws of the United States or the Commonwealth. In addition, parents/guardians shall have the right to express disagreement with a school’s or the school district’s policies or decisions.

Student Name __________________________________________ ID # __________________
School ____________________________________________________________
Student Signature _________________________________________________
Parent Name ______________________________________________________
Parent Signature __________________________________________________________________

Signature

Student Name __________________________________________ ID # __________________
School ____________________________________________________________
Student Signature _________________________________________________
Parent Name ______________________________________________________
Parent Signature _________________________________________________

Date ____________________

2020-2021 Student Conduct Policy Guidelines - ii
RESPONSIVE RETURN FOR STUDENT SAFETY

HEALTH AND SAFETY PROCEDURES

*For more detailed health and safety mitigation strategies, please go to cpschools.com/return-to-school-plan/framework.

SIGNS AND SYMPTOMS OF COVID-19

Per the Center for Disease Control (CDC), screening, monitoring, and testing are essential components of limiting the spread of COVID-19. A necessary part of keeping students and staff of Chesapeake Public School (CPS) safe is actively encouraging sick staff and students to stay home if they are ill and emphasize the importance of knowing the symptoms of COVID-19. People with COVID-19 have had a wide range of symptoms reported — ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.

People with these symptoms may have COVID-19*:
- Fever (100.4°F) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

When to Seek Emergency Medication Attention -- Look for emergency warning signs* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:
- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

*This list is not all possible symptoms.
SIGNS AND SYMPTOMS OF MULTISYSTEM INFLAMMATORY SYNDROME IN CHILDREN (MIS-C)

A new rare condition similar to Kawasaki Disease and Toxic Shock Syndrome may affect children who had COVID-19 but later recovered. Children who are suspected of having signs and symptoms of Multisystem Inflammatory Syndrome in Children (MIS-C) should be seen by a healthcare provider. Children who exhibit any severe signs and symptoms of illness need to be taken to an emergency room.

Common signs of MIS-C include:
- High fever, 100.4°F or greater lasting several days

**Combined with:**
- Abdominal pain
- Pink or red eyes
- Enlarged lymph nodes on one side of neck
- Cracked lips
- Red tongue
- Blotchy rash
- Swollen hands and feet
- Blood pressure/heart rate out of range
- Cardiac inflammation

**Expectations for Parents:**

These recommendations assume that parents have the primary responsibility in caring for their children’s health. Parents should:
- Screen children for COVID-19 symptoms each morning
- Keep children at home who have even mild symptoms consistent with COVID-19
- Stay home if the child has had recent (within last 14 days) close contact with a person with COVID-19 (close contact is defined as being within six feet for at least 15 minutes)
- Have children wash hands before leaving for school
- Give them a mask to wear all day
- Wash all cloth mask daily

**HEALTHY HYGIENE PRACTICES**

CPS will promote healthy hygiene practices, including handwashing or the use of alcohol-based hand sanitizers, to prevent infections and reduce the number of viable pathogens that contaminate the hands. Handwashing is the single most effective infection control intervention (CDC) and should be the preferred first line of defense. Hand hygiene is performed by washing hands with soap and water for at least 20 seconds or using hand rub with 60-95% alcohol content until the content dries. If hands are visibly soiled, use soap and water.

Hand sanitizing dispensers will be located throughout the buildings for use when sinks and other handwashing facilities are not readily available. CPS students should be encouraged to wash hands or use hand sanitizer often, specifically:
1. After blowing your nose, coughing, or sneezing.
2. After using the restroom.
3. Before eating or preparing food.
4. Before and after touching your face.
5. After contact with animals or pets and playing outside.
6. Before and after providing routine care for another person who needs assistance (e.g., a child).
7. Before putting on and after removing gloves.
8. After touching frequently touched areas (e.g., doorknobs, handrails, shared computers).
9. Individuals providing health care services should perform hand hygiene before and after contact with each person, contact with potentially infectious material, and before putting on and after removing Personal Protective Equipment (PPE), including gloves. After removing PPE, hand hygiene is particularly important to remove any pathogens that might have been transferred to bare hands during the removal process.

**ENCOURAGING PREVENTATIVE MEASURES**

CPS realizes the need to ensure that students that enter school and support buildings are screened to assess the possibility that all who enter are symptom-free. Therefore, all students and visitors will be assessed using a health screening tool upon arrival.

The school district will provide signage in high-traffic areas that will educate students serving as a reminder of ways to prevent the spread of COVID-19. Other preventive measures are as follows:
1. Encouraging everyone to cover their mouth and nose with a tissue when they cough or sneeze, place the used tissue in the opened-top wastebasket, and then wash their hands.
2. When tissues are unavailable, encourage everyone to cough or sneeze into the upper sleeve or elbow, not onto their hands. Wash hands immediately after coughing or sneezing.
3. Wash hands often with soap and water for 20 seconds. If soap and water are not available, use an alcohol-based hand rub with at least 60% ethanol or 70% isopropanol alcohol content and rub until the contents are dry.
4. Encourage everyone to avoid touching their face with their hands as much as possible.
5. Utilize face coverings based on the recommendation of the Chesapeake Health Department and the Governor’s executive orders. Face coverings are to protect others, depending on the order of the local health officer.
6. Encourage everyone to observe physical distancing and avoid close contact with people who are sick.
7. Emphasize that CPS staff, students, and visitors should not enter school and support buildings if they are feeling ill.
8. Conduct daily health screenings or symptom checks of all staff, students, and visitors.
9. Water systems and features monitored by the custodial staff and maintenance department.
10. Water fountains will be closed until further notice. Students will be encouraged to bring water bottles from home.

**COLLECTION OF SUPPLIES: DROP OFF BY STUDENTS/FAMILIES**

When it is necessary for families to physically come to school to drop off supplies or work, care should be taken to maximize physical/social distancing during the homework return process:

1. Utilize the drop off location provided by your student’s school.
2. Minimize interactions with others during the drop-off process.
3. Visual ID check will continue as appropriate with staff signature to verify ID of the person returning the item.
4. Parents should maintain a distance from other parents while dropping off supplies. For example, parents should remain six feet apart from anyone else while at the drop-off.
5. DO NOT COME if you are symptomatic. Either send someone else or wait until you are no longer symptomatic.

**STUDENT AND STAFF MENTAL HEALTH**

Students may have experienced family and/or friend death/losses, income reductions from family members losing their jobs, or other issues that have come to fruition during COVID-19 crisis and were unable to access counseling services. Students that have experienced loss or trauma during COVID-19 may need access to counseling services with follow-up care. Refer to the Guidance Department for available resources.

**IMMUNIZATIONS AND SCHOOL ENTRANCE PHYSICALS**

School entrance physicals and immunization requirements for admission to school remain unchanged for the 2020-2021 school year. The *Code of Virginia* requires that children receive a comprehensive physical examination (§ 22.1-270) within 12 months prior to the start of school and be adequately immunized (§ 22.1-271.2) before entering public kindergarten or elementary school. Other required immunizations include Diphtheria, Tetanus, and Pertussis (Tdap) booster. Human Papillomavirus (HPV) for girls and boys entering sixth grade is recommended.

These requirements have **NOT** been waived, and families are encouraged to make appointments with their pediatrician or primary care provider now to avoid the “back to school rush”. This is particularly important as it appears that rates of routine childhood immunizations have dropped during the pandemic. Parental notification/communication may be done via the website, parent letters, phone calls, and social media.

**MEDICATION ADMINISTRATION**

In some instances, students may need to take medication at school. To the degree possible, make every effort to identify ways that medications may be taken at home instead of during school hours. There are sustained released (SR) medications that may be used instead of fast acting medication. The following steps should be taken to ensure the safety of all students and minimize office clustering.

1. A letter should be sent home to all parents explaining that students that must take medication during school will need to make an appointment prior to the start of school to bring the medicines in so that delivery time may be staggered.
2. Any nebulizer medication delivery must be converted to an inhaler with a spacer to avoid Aerosolized Transmissible Diseases (ATD) of COVID-19 (Taras, 2020). The school nurse will need to work with the primary care physician and parents.
3. Parents will bring in the medication coupled with the physician’s/healthcare provider’s order (Parent/Guardian and Authorized Health Care Provider Request for Medicine) to the school nurse.
4. Physical distancing lines will be utilized on the clinic floor to remind students to keep their distance when entering the clinic area for their medication at their scheduled time.

**BRINGING MEDICATIONS TO SCHOOL**

1. Make an appointment with the school nurse or wait in line while maintaining physical distancing to drop the medication off in the school clinic.
2. Medication must be delivered to the school by the parent/guardian or another responsible adult.
3. Medication must be in your student’s original, pharmacy-labeled container or a sealed over-the-counter container.
4. An appropriate measuring device must accompany all liquid medication.
5. Any tablets requiring partial doses (1/2 or 1/4) must be sent to the school already cut.
6. A separate medication form is required for each medication and a HCP order should accompany all prescription medications.

**RETURNING MEDICATIONS**

1. Medication must be picked up by the parent/guardian or another responsible adult.
2. Any medication that has not been picked up by the end of the school year will be appropriately disposed of.
VIRTUAL LEARNING CONDUCT EXPECTATIONS

Chesapeake Public Schools Student Code of Conduct: Virtual Learning

Our society places great value upon the rights and responsibilities of each individual. Reflecting this emphasis, the School Board believes that one of its most important goals is to provide a safe environment that is conducive to learning no matter the means (school building or virtually). Students, staff, and parents have a joint responsibility to assist with providing this type of learning environment. Such an environment may be achieved through appropriate education, teamwork, policies, and when needed, appropriate disciplinary action. We honor the uniqueness of each individual and embrace diverse backgrounds, values, and points of view to build a strong, inclusive community and to prepare students for lives in a multicultural society. Although our classroom environment is virtual (online), the standards of behavior are as important as they are in our brick and mortar schools. In other words, our virtual classrooms are real classrooms with real teachers; therefore, appropriate student behavior is expected. To ensure that Chesapeake Public School (CPS) students understand the expectation of student behavior in an online setting, we have outlined expectations specific to virtual learning, defined appropriate interactions with CPS faculty, staff and students, and outlined consequences that explicitly pertain to virtual learning.

Classroom Environment during Virtual Learning

When attending virtual class meetings, activities, and/or discussions, students should participate as if they were attending class in a face-to-face traditional classroom. Students are to attend class in an environment that is conducive to learning with minimal classroom distractions. Only the student enrolled in an assigned teacher’s virtual classroom should be visible and able to participate. While we know our students are learning from home, siblings, pets, parents, etc. should not be in view of the class nor should they interrupt the learning environment. While in the virtual classroom, students should adhere to the dress code policy outlined for their prospective school while in view of the class. Students should, as much as possible, ensure that they are in a quiet setting free of unnecessary household noises such as background conversations, televisions, cell phone noises and radios. In addition, students should be aware of their background views while participating in a virtual setting. Images displayed that would be in violation of the Student Code of Conduct are subject to disciplinary action.

Interactions with CPS Faculty, Staff, and Students in Virtual Learning

While in virtual classrooms, students should address all CPS faculty and staff members with the courtesy expected by education professionals. They are to use both the appropriate title (Mr., Mrs., Ms., or Dr.) and last name only. Students should phrase communications with CPS faculty, staff, and students in a polite and courteous manner to support a positive learning environment. The tone of emails, posts to discussions, and phone conversations should remain respectful. Since our online environment is a learning environment, students should not use excessive “slang” or language that might be used in other settings. Students should communicate with teachers in complete sentences. Students are not to use obscene, profane, threatening, or disrespectful language or images in any communications with CPS faculty, staff, and students. These actions are prohibited as indicated in our Acceptable Telecommunications and Internet Use for Students Policy (AUP) which can be found in the Student Code of Conduct and Policy Handbook. Students must use the CPS email account and other CPS sanctioned communication methods. Emails that use profanity or may otherwise be construed as offensive, shall not be permitted in correspondence with CPS faculty and staff. CPS G-Suite profile pictures should be a head-shot of the student only and may not be offensive or inappropriate in any manner. CPS reserves the right to determine if a profile picture is inappropriate. All communications with faculty, staff, and students enrolled in CPS should be of a course-related nature. Sending any unsolicited email to other CPS classmates is prohibited. Inappropriate emails are flagged and sent to the appropriate administrator to address.

In addition, students should only participate in activities/meetings for courses in which they are enrolled. Students are not to share course links or facilitate the involvement of students who are not enrolled in the course. Links to courses should only be generated by the teacher. All communications with other students in any forum, course related email, discussion posts, etc., must be polite, courteous and respectful. Content shared virtually should be used for educational purposes only. Capturing content, screen shots, or pictures in any form, including audio, is only permitted with the written consent of the teacher. In addition, posting inappropriate pictures or comments on any platform is strictly prohibited. The integrity and authenticity of student work is something that we take seriously and check using a variety of technologies. Copying the work of others, allowing others to knowingly copy a student’s work, and/or misusing content from the Internet could result in removal from courses with a failing grade. Students are expected to abide by the CPS Honor Code and all CPS School Board Policies and Regulations. Collaboration with other students on your CPS assignments is only permitted when directed to do so by your teacher. Working together is useful in the traditional classroom; however, it is only permitted in our online environment when specified by the teacher. Parents should not login to a student account and complete coursework on behalf of the student. In addition, parents are asked not to login to student accounts to attend any video-conferencing sessions unless with express permission from the teacher.

Consequences in a Virtual Learning Environment

Violations to the CPS School Board Policies will follow the same procedures outlined in the Chesapeake Public Schools Student Handbook. Here, under the discipline section, you will find the consequences students are subject to for violating the CPS AUP, School Board Policies, and the Student Code of Conduct. Students violating these guidelines and policies will be subject to disciplinary action that may result in termination of network privileges including CPS-provided tools such as, but not limited to, G-Suite and other tools provided by the district. Such violations may result in students being unable to complete and receive credit for the virtual learning course(s) in which the student is enrolled, as well as other disciplinary and/or legal action. CPS students are subject to all local, state, and federal laws governing the Internet. Consequently, administrators will cooperate fully with local, state, or federal officials in any investigation when illegal activities have been conducted through Internet access. In the event there is a claim that a student has violated this policy, he/she will be notified of the suspected violation and disciplined according to CPS School Board Policies, Regulations, and the Student Code of Conduct. All students are expected to comply with the Chesapeake Public Schools Student Code of Conduct and are subject to further disciplinary actions outlined in the Chesapeake Public Schools Student Code of Conduct.
COMMITMENT TO EQUAL OPPORTUNITY

Chesapeake Public Schools is committed to offering inclusive academic, extra-curricular, and co-curricular educational programs free from harassment, racial or sexual bias, or discrimination. In order to become well-rounded individuals, all students are encouraged to participate not only in the educational opportunities provided them but also in after-school activities offered at their schools. Membership in all sports, clubs, and organizations is open to all students who meet minimal eligibility requirements regardless of race, sex, national origin, color, religion, age, or disability.
WHO DO YOU CALL WHEN YOU NEED ASSISTANCE?

Chesapeake Public Schools prides itself on providing all of our students a quality education. We are also mindful that we are here to serve our parents and community members. There are times throughout the school year when you may need to contact one of our staff members regarding an issue or concern that needs to be addressed. The following procedures are provided below to assist you in resolving or answering your questions/concerns:

1. First contact the person closest to the problem. An example: You have a question about something that happened in your child’s classroom, the first person to contact is the teacher.

2. If the incident in question is not resolved at that level, then discuss the issue with the supervisor of that individual, in most cases the next person to discuss your concern with is the person who supervises that individual, for instance, the assistant principal or department head.

3. If at this point, you still feel your concerns have not been addressed appropriately, we ask that you contact the School Principal if you have only spoken with the assistant principal. Most issues can be resolved at this level. Please give our school principals an opportunity to address your concerns.

If your concerns cannot be addressed at the principal level, we encourage you to contact the appropriate division listed below that can best address your questions and/or concerns:

If your concern is regarding grades and/or curriculum issues, then you would contact the Division of Teaching and Learning (547-0153) after speaking with the school principal:

i. Director of Teaching and Learning (Elementary or Secondary)
ii. Chief Academic Officer

You would contact the Division of Student Support Services (547-1318) if your concern deals with a discipline matter after speaking with the school principal:

i. Supervisor of Student Conduct and Support
ii. Director of Student Services
iii. Chief Student Support Services Officer

If your concern has to do with athletics, extra-curricular activities, or clubs, please contact the Division of Student Support Services (547-1340) after speaking with the school principal:

i. Supervisor of Student Activities and Facility Use
ii. Director of Student Services
iii. Chief Student Support Services Officer

The Division of Teaching and Learning (494-7600) can assist you with concerns regarding Special Education Services, an IEP or a 504 plan after speaking with the school principal:

i. 504 Compliance Officer — Special Education Administrator
ii. Assistant Director of Exceptional Learning
iii. Director of Exceptional Learning
iv. Chief Academic Officer

Related concerns regarding school personnel should be addressed by the Division of Human Resources (547-0001) after speaking with the school principal:

i. Human Resources Administrator (Elementary, Middle, High School)
ii. Assistant Director of Human Resources
iii. Director of Human Resources
iv. Chief Human Resources Officer
ELEME NTARY SCHOOLS
Butts Road Intermediate School
Mr. Chad S. Foltz, Principal
Mr. Wayne Mills, Assistant Principal
1571 Mt. Pleasant Road/23322  482-4566/4417 (Grades: 3-5)
Butts Road Primary School
Dr. Kathryn B. Galford, Principal
Mrs. Angela H. Napier, Assistant Principal
1000 Mt. Pleasant Road/23322  482-5820/5310 (Grades: K-2)
Camelot Elementary School
Mr. Robert Sander, Principal
Mrs. Yolanda S. Vaughan, Assistant Principal
2901 Guenevere Drive/23323  558-5347/48 (Grades: K-5)
Carver, G. W. Intermediate School
Mrs. Michelle A. Ferebee, Principal
Dr. David J. Richels, Assistant Principal
2601 Broad Street/23324  494-7505/06 (Grades: 3-5)
Cedar Road Elementary School
Dr. Tracy A. Cioppa, Principal
Mrs. Kristin R. Rankin, Assistant Principal
1605 Cedar Road/23322  547-0166 (Grades: K-5)
Chittum, E. W. Elementary School
Mrs. Bridget C. Outlaw, Principal
Ms. Jessica Ferguson, Assistant Principal
2008 Dock Landing Road/23321  465-6300/01 (Grades: K-5)
Crestwood Intermediate School
Dr. Tonita G. Phillips, Principal
Mrs. Kimberly Leary, Assistant Principal
1240 Great Bridge Blvd/23320  494-7565/66 (Grades: 3-5)
Deep Creek Central Elementary School
Dr. Daniel S. White, Principal
Mrs. Heather A. Brusso, Assistant Principal
2448 Shipyard Road/23323  558-5356/54 (Grades: K-5)
Deep Creek Elementary School
Dr. Barry Brown, Principal
Mrs. Heather K. Febus, Assistant Principal
2809 Forehand Drive/23323  558-5333/35 (Grades: K-5)
Georgetown Primary School
Ms. Pamela Laster, Principal
Mrs. Ashley L. Nolette, Assistant Principal
436 Providence Road/23325  578-7060/62 (Grades: K-3)
Grassfield Elementary School
Dr. Kimberly Pinello, Principal
Mrs. Karen R. Settles, Assistant Principal
Mr. Joseph B. Mason, Assistant Principal
2248 Averill Drive/23323  558-8923 (Grades: K-5)
Great Bridge Intermediate School
Mrs. Heather D. Martin, Principal
Mr. Merlin Vaughan, Assistant Principal
253 West Hanbury Road/23322  482-4405 (Grades: 3-5)
Great Bridge Primary School
Ms. Theresa L. Myers, Principal
Mrs. Latashia M. Baker-Hardison, Assistant Principal
408 Cedar Road/23322  547-1135/1060 (Grades: K-2)
Greenbrier Intermediate School
Mr. Keith C. Hyater, Principal
Mrs. Leigha H. Canterbury, Assistant Principal
1701 River Birch Run, North/23320  578-7080/81 (Grades: 3 - 5)
Greenbrier Primary School
Mrs. Kimberly G. Lowden, Principal
Ms. Andreanette Ingram, Assistant Principal
1551 Eden Way, South/23320  436-3429 (Grades: K-2)
Hickory Elementary School
Mr. Jay Lewter, Principal
Ms. Dina N. Taylor, Assistant Principal
109 Benefit Road/23322  421-7080 (Grades: K-5)
Marshall, Thurgood Elementary School
Mr. Anthony A. Perry, Principal
Mrs. Helene M. Robinson, Assistant Principal
Ms. Cynthia A. Mueller, Assistant Principal
2706 Border Road/23324  494-7515/16 (Grades: K-5)
Norfolk Highlands Primary School
Mrs. Shawnia C. Smiley, Principal
Mrs. Roxanne F. Colby, Assistant Principal
1115 Myrtle Avenue/23325  578-7092/93 (Grades: K-3)
Portlock Primary School
Mrs. Leslie S. Russell, Principal
Mrs. Felecia A. Gray-Frazier, Assistant Principal
1857 Varsity Drive/23324  494-7555/56 (Grades: K-2)
Southeastern Elementary School
Ms. Melissa A. Fuller, Principal
Mrs. Susan Page, Assistant Principal
1853 Battlefield Blvd., South/2332  421-7676 (Grades: K-5)
Southwestern Elementary School
Mrs. Tiffany N. J. Johnson, Principal
Mrs. Mattie Gould, Assistant Principal
4410 Airline Blvd/23321  465-6310/11 (Grades: K-5)
Sparrow Road Intermediate School
Ms. Sharon L. Popson, Principal
Mr. Chad Triplet, Assistant Principal
1605 Sparrow Road/23325  578-7050/51 (Grades: 4-5)

2020-2021 Student Conduct Policy Guidelines - ix
ELEMENTARY SCHOOLS (continued)

Trekale, G. A. Elementary School  
Mrs. Deirdre A. Williams, Principal  
Ms. Cynthia N. Brady, Assistant Principal  
2500 Gilmerton Road/23323  558-5361/62 (Grades: K-5)

Truitt Intermediate School  
Mrs. Micheal W. Ottley, Principal  
Mrs. Barbara Patterson Oden, Assistant Principal  
1100 Holly Avenue/23324  494-8014 (Grades: 3-5)

Western Branch Intermediate School  
Mr. Brian P. Dugan, Principal  
Mrs. Kimberly L. Kithcart, Assistant Principal  
4013 Terry Drive/23321  638-7941/42 (Grades: 3-5)

Western Branch Primary School  
Mrs. Sonya L. Beasley, Principal  
Mrs. Latrina K. Baldwin, Assistant Principal  
4122 Terry Drive/23321  638-7951/55 (Grades: K-2)

Williams, B. M. Primary School  
Mrs. Brighid M. Gates, Principal  
Mr. Wade P. Sloan, Assistant Principal  
Dr. Brittany N. Walker, Assistant Principal  
1100 Battlefield Blvd., North/23320  547-0238 (Grades: K-2)

Wright, Rena B. Primary School  
Ms. Sharae B. Brown, Principal  
Mr. Bruce E. Bossuot, Assistant Principal  
600 Park Avenue/23324  494-7585/86 (Grades: K-2)

MIDDLE SCHOOLS

Crestwood Middle School  
Mr. Michael R. Ward, Principal  
Mrs. T. Ginny Culpepper, Assistant Principal  
Ms. Helen A. Sapieka, Assistant Principal  
1420 Great Bridge Boulevard/23320  
494-7560/61 (Grades: 6-8)

Deep Creek Middle School  
Mr. John P. Cavanaugh, Principal  
Dr. Lychellia Cheeks, Assistant Principal  
Mrs. Tracey Sabbato, Assistant Principal  
Mr. Ress R. Walker, Assistant Principal  
1955 Deal Drive/23323  
558-5321/22 (Grades: 6-8)

Great Bridge Middle School  
Mr. Craig K. Mills, Principal  
Mrs. Lisa Delisle, Assistant Principal  
Mr. Joel C. Robins, Assistant Principal  
Ms. Becky Grandinetti, Assistant Principal  
441 Battlefield Boulevard, South/23322  
482-5128/29 (Grades: 6-8)

Greenbrier Middle School  
Dr. Michael J. Mustain, Principal  
Mrs. Jill Lee, Assistant Principal  
Dr. Kimberly Handley, Assistant Principal  
Dr. Johnna Byrd-King, Assistant Principal  
1016 Greenbrier Parkway/23320  
548-5309 (Grades: 6-8)

Hickory Middle School  
Dr. Deborah T. Hutchens, Principal  
Mr. Douglas Connolly, Assistant Principal  
Mrs. Jane-Marie J. Wieck, Assistant Principal  
Mrs. Latricia T. Davenport, Assistant Principal  
1997 Hawk Boulevard/23322  
421-0468 (Grades: 6-8)

Indian River Middle School  
Ms. Terre J. Werts, Principal  
Mrs. Dawn B. Johnson, Assistant Principal  
Ms. Wendy J. Chatman, Assistant Principal  
Mr. Colin B. Jones, Assistant Principal  
2300 Old Greenbrier Road/23325 (Grades: 6-8)  
578-7030/31 (Main Building & Annex)

Jolliff Middle School  
Mrs. Kinyatta Garrett, Principal  
Mr. Andrew Hoffer, Assistant Principal  
Ms. Stephanie Horton, Assistant Principal  
Mrs. Allison Taylor, Assistant Principal  
1021 Jolliff Road/23321  
465-5246 (Grades: 6-8)

Owens, Hugo A. Middle School  
Mr. Quentin E. Hicks, Principal  
Mrs. Alicia C. Hall, Assistant Principal  
Mr. John Wecht, Assistant Principal  
Dr. Michael Dunbar, Assistant Principal  
1997 Horseback Run/23323  
558-5382/83 (Grades: 6-8)

Smith, Oscar Middle School  
Dr. Penny K. Schultz, Principal  
Ms. Kari L. Smith, Assistant Principal  
Mr. Derrick R. Hardy, Assistant Principal  
Mr. Mark T. Swift, Assistant Principal  
Dr. Amanda E. Jones, Assistant Principal  
2500 Rodgers Street/23324  
494-7590/91 (Grades: 6-8)
MIDDLE SCHOOLS (continued)
Western Branch Middle School  
Dr. Kambar Khoshaba, Principal  
Mrs. Katherine C. Clifford, Assistant Principal  
Mrs. Johanna Howell, Assistant Principal  
Mrs. Stephanie P. Galloway, Assistant Principal  
4201 Hawksley Drive/23321  
638-7920/21 (Grades: 6-8)

HIGH SCHOOLS
Deep Creek High School  
Mr. Brian G. Haughinberry, Principal  
Mr. Craig W. Daniel, Assistant Principal  
Mrs. Shante D. Asprey, Assistant Principal  
Mrs. Christine Sperelakis-Babb, Assistant Principal  
Mr. Jason P. Walker, Assistant Principal  
2900 Margaret Booker Drive/23323  
558-5302/03 (Grades: 9-12)

Grassfield High School  
Mr. Michael N. Perez, Principal  
Dr. Kelly Kitchens, Assistant Principal  
Mr. Sylvester Freeman, Assistant Principal  
Mr. Mathew Fulford, Assistant Principal  
Mrs. Beth Pallister, Assistant Principal  
Dr. Chris Vail, Assistant Principal  
2007 Grizzly Trail/23323  
558-4749 (Grades: 9-12)

Great Bridge High School  
Mr. Jeffrey S. Johnson, Principal  
Dr. Brandy D. Wicker, Assistant Principal  
Mr. Bryan Carter, Assistant Principal  
Mrs. Elizabeth Haskins, Assistant Principal  
Mrs. Karen D. Black, Assistant Principal  
301 West Hanbury Road/23322  
482-5191/92 (Grades: 9-12)

Hickory High School  
Dr. Donna Weingand, Principal  
Mr. K. Brian Porter, Assistant Principal  
Mr. Steven Carter, Assistant Principal  
Ms. Alveria Coles, Assistant Principal  
Mrs. Julienne H. Freeman, Assistant Principal  
1996 Hawk Boulevard/23322  
421-4295/7170 (Grades: 9-12)

Indian River High School  
Mrs. Naomi R. Dunbar, Principal  
Ms. Tenesha T. Bunch-Boney, Assistant Principal  
Dr. Lisa Harding, Assistant Principal  
Mr. Derrell Jopyy, Assistant Principal  
Mr. Scott Mincheff, Assistant Principal  
Mr. Pedro J. Martinez, Assistant Principal  
1969 Braves Trail/23325  
578-7000/01 (Grades: 9-12)

Smith, Oscar High School  
Mr. Paul A. Joseph, Principal  
Dr. Lamont E. Ricks, Assistant Principal  
Mrs. Sarai Rosado, Assistant Principal  
Mrs. Jessica A. Austin, Assistant Principal  
Ms. Brenna L. Anderson, Assistant Principal  
Mr. Joshua Matheny, Assistant Principal  
1994 Tiger Drive/23320  
548-0696/0127 (Grades: 9-12)

Western Branch High School  
Dr. Thomas A. Whitley, Principal  
Mr. Alvetta Alexander, Assistant Principal  
Mr. John Close, Assistant Principal  
Mr. David Grady, Assistant Principal  
Mrs. Amanda Bittner, Assistant Principal  
Mrs. Conswela Riddick, Assistant Principal  
1968 Bruin Place/23321  
638-7900/01 (Grades: 9-12)

CENTERS
Chesapeake Center for Student Success  
Mr. Nathan L. Brown, Principal  
Ms. Delores M. Gabriel-Ledbetter, Assistant Principal  
Mr. Jonathan G. Kesner, Assistant Principal  
Indian River Middle School Annex  
605 Providence Road/23325  
578-7046

Chesapeake Career Center  
Dr. Shonda Pittman-Windham, Program Administrator  
Dr. Karin E. Collier, Assistant Principal  
1617 Cedar Road/23322  
547-0134
### 2020-2021 School Calendar

**Chesapeake Public Schools**
312 Cedar Road
Chesapeake, VA 23322
757-547-0153

*We Promote Excellence*

### August 2020

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#### Events:
- Aug 24: Teachers New to CPS Report
- Aug 27: Returning Personnel Report
- Aug 27-Sept 4: Preschool Activities
- Sept 4: Virtual Teacher Workday
- Sept 7: Labor Day - Holiday
- Sept 8: First Day of School for Students
- Oct 7: End of Grading Period (8-12)
- Oct 8: Early Release Day (Elementary Only)
- Nov 3: Teacher Workday/In-Service Day
- Nov 10: End of Grading Period (K-12)
- Nov 11: Veterans Day - Holiday
- Nov 25: Early Release Day
- Nov 26-Nov 27: Thanksgiving Holiday
- Dec 21-Jan 1: Winter Break
- Jan 4: Schools Reopen
- Jan 18: Martin Luther King Jr. Day - Holiday
- Jan 28-Feb 1: Exams (If Appropriate)*

### September 2020

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#### Events:
- Dec 15: End of Grading Period (9-12)
- Jan 4: Schools Reopen
- Jan 18: Martin Luther King Jr. Day - Holiday
- Jan 28-Feb 1: Exams (If Appropriate)*

### November 2020

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#### Events:
- Feb 1: Early Release Day/Teacher Records Day
- Feb 1: End of Grading Period (K-12)
- Feb 2: Teacher Workday/In-Service Day**
- Feb 15: Presidents' Day - Holiday
- Mar 5: End of Grading Period (9-12)
- Mar 11: Early Release Day (Elementary Only)
- Apr 5-Apr 9: Spring Break
- Apr 14: End of Grading Period (K-12)
- May 17: End of Grading Period (8-12)
- May 31: Memorial Day - Holiday
- Jun 15-Jun 17: Exams (If Appropriate)*
- Jun 17: End of Grading Period (K-12)
- Jun 17: Last Day of School for Students
- Jun 18: Teacher Workday

### December 2020

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#### Events:
- Apr 14: Early Release Day/Teacher Records Day
- May 17: End of Grading Period (9-12)
- May 31: Memorial Day - Holiday
- Jun 15-Jun 17: Exams (If Appropriate)*
- Jun 17: Early Release Day/Teacher Records Day
- Jun 17: Last Day of School for Students
- Jun 18: Teacher Workday

### January 2021

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#### Events:
- Jun 16: 7:30 p.m. - WBH
- Jun 17: 6:00 p.m. - DCH; 7:30 p.m. - OSH
- Jun 18: 8:30 a.m. - HHS; 12:45 p.m. - GH
- 4:30 p.m. - IRH; 7:30 p.m. - GBH

### Graduation Schedule:

**Schools Closed**
- Teacher Workday (Schools Closed)
- Virtual Teacher Workday (Schools Closed)
- Early Release Day (Schools Closed)

**Early Release Day**
- Early Release Day (Elementary Only)

### Make-Up Plan:

Time missed due to inclement weather and other emergency events will be made up at the Superintendent’s discretion by utilizing banked time, select holidays, teacher workdays/in-service days, and/or by extending the school day via adding minutes as appropriate for a set period of time.

* In the event of emergency school closings, the Superintendent may need to adjust the exam schedule. Please note that the early release for students will be on the last day of exams.

** In the event schools are closed due to inclement weather and the exam schedule has to be revised, it may be necessary for the Superintendent to adjust the scheduling of the teacher workday/in-service day.

| Teaching Days= 180 | Non-Teaching Days= 10 | Quarter 1= 45 days | Quarter 2= 45 days | Quarter 3= 45 days | Quarter 4= 45 days |

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*2020-2021 Student Conduct Policy Guidelines - xii*
August 2020

Dear Parent or Guardian:

The School Board believes one of its most important goals is to provide a safe and comfortable learning environment for every student. One way to achieve this goal is to establish discipline policies that will ensure good student behavior. We realize most children behave appropriately; however, there are a few whose behavior sometimes interrupts the education of others. It is our hope you will assist us in stressing to your child the need for good behavior in the school.

We appreciate your support of the School Board in enforcing its discipline policies. With your cooperation, we can provide our students with a learning environment that will promote academic and personal success.

Sincerely,

Chesapeake School Board Members

Ms. Victoria L. Proffitt, Chairman
Mrs. Colleen C. Leary, Vice Chairman
Mr. Samuel L. Boone, Jr.
Mrs. Angie B. Swygert
Patricia Y. King, MD
Mr. Thomas L. Mercer, Sr.
Mr. Harry A. Murphy
Mrs. Christie New Craig
Mr. Michael J. Woods

Dr. Jean A. Infantino, Clerk of the Board
Dear Parent/Guardian,

The Chesapeake Public Schools (CPS) family is committed to inspiring, engaging, and empowering all students to achieve their highest potential through an academically rich and safe learning environment. While teaching and learning is our core mission, we understand that school safety is our most important commitment; therefore, we continually evaluate and refine our safety protocols to ensure the safety of all students and staff.

As we embark on the 2020-2021 school year, we want to remind students to report any information regarding the safety of our schools to school personnel or to law enforcement immediately. We all have a responsibility to treat information regarding school safety with caution; the oversharing of misinformation in most cases will create problems, not prevent them. Therefore, we ask that any social media or other threat be reported directly to law enforcement and school officials, rather than be shared through social media channels. Quite simply, if you hear or see something, say something.

Concerns can be reported directly to school administrators using the QuickTip link and to local law enforcement using the Crime Line link, and these reports can be made anonymously. Both links are located on the CPS website and on each individual school's webpage. Please talk with your child about these resources and emphasize the importance of prompt reporting.

We take seriously any incidents that threaten the safety of students, staff, and guests, or that involve drugs, alcohol, or weapons. It is important to note that any student who makes a threat, even if they consider it to be a joke, will face serious consequences, including potential criminal charges and a possible recommendation for expulsion from school. Our administrators will emphasize these messages with students at school throughout the school year, and we ask for your support with reinforcing these messages at home.

The support of all stakeholders is essential to ensuring that our students continue to enjoy a safe and supportive learning environment that promotes academic success. Thank you in advance for partnering with us in this important work and for your assistance in keeping our children and communities safe.

Sincerely,

Jared A. Cotton, Ed.D.
Superintendent
Dear Parent or Guardian:

Please be advised that the Commonwealth of Virginia, by law, requires children between the ages of five (5) and eighteen (18) to attend school. Similarly, the law imposes an obligation upon you to ensure that your child(ren) attend school as mandated.

Virginia Code Section 22.1-254 states in relevant part, that "every parent, guardian, or other person in the Commonwealth having control or charge of any child who will have reached the fifth birthday before September 30 of any school year and who has not passed the eighteenth birthday shall, during the period of each year the public schools are in session ...send such child to school ..."

Willful disobedience of the law has several consequences. The most serious of which may result in there being formal charges brought. Any parent or guardian who willfully disobeys the law could be jailed if found guilty. Similarly, a juvenile offender could be confined in the detention home.

The court's truancy docket is dedicated exclusively to the prompt and timely disposition of all truancy matters and to the efficient administration of justice. Its structure ensures that the court will be able to hear truancy cases at the earliest instance following the filing of a petition or other pleadings.

Your cooperation will benefit and enhance the academic experience of your child(ren). Thank you for taking your obligations seriously under the law.

Sincerely,

David J. Whitted
Chief Judge
Dear Parent of Students in Grades Five through Twelve:

Eating disorders are serious health problems that usually start in childhood or adolescence and affect both girls and boys. With early diagnosis, eating disorders are treatable with a combination of nutritional, medical, and therapeutic supports. Recognizing the importance of early identification of at-risk students, the 2013 Virginia General Assembly passed a law requiring each school board to provide parents educational information regarding eating disorders on an annual basis to students in the fifth through twelfth grades.

It is important to note that eating disorders are not diagnosed based on weight changes as much as behaviors, attitudes, and mindset. Symptoms may vary between males and females and in different age groups. Often, a young person with an eating disorder may not be aware that he/she has a problem or keeps the issues secret. Parents/guardians and family members are in a unique position to notice symptoms or behaviors that cause concern. Noting behaviors common to people with eating disorders may lead to early referral to the primary care provider. It is important for eating disorders to be treated by someone who specializes in this type of care.

After reviewing the information on the Virginia Department of Education website, http://www.doe.virginia.gov/support/health_medical/index.shtml under the section titled, Eating Disorders, if you think your child may be showing signs of a possible eating disorder, please contact your primary health care provider, school nurse, or one of the resources listed below.

- Academy for Eating Disorders (AED)  


- National Eating Disorders Association  www.nationaleatingdisorders.org  
  Toll free, confidential Helpline, 1-800-931-2237

Sincerely,

Jared A. Cotton
Superintendent
KEEPING OUR SCHOOL BUILDINGS SAFE THROUGHOUT THE DAY

Dear Parents/Guardians:

As you are aware, the school division has revisited and updated each school’s safety plan in light of the recent events around the country. After careful consideration and in consultation with the Police and Fire Departments, doors to all of our schools are locked during the instructional day.

To obtain access to our school buildings during school hours, all guests will now be required to show an ID upon entrance. Anyone wanting to enter our schools should ring the doorbell, have their ID ready, and sign in through our Identification System known as Raptor. Raptor will produce a picture identification that all guests are asked to prominently display for all staff members to see. Our school security officer, school resource officer, or a school employee will be present at the front entrance to check in guests and provide them with directions. This change went into effect at all our school facilities on March 9, 2018.

Consequently, if we discover any student who has opened a door to allow an individual to gain access to our school buildings without following our safety protocols during the instructional day, disciplinary action will be taken. Allowing an individual to enter the building through an alternate entrance during instructional hours places all students and staff at risk. This behavior will be viewed as a threat to the safety and security of everyone in the school building and by doing so will be subject to disciplinary action which may include suspension and/ or a recommendation for expulsion.

We appreciate your patience and understanding as we work to implement safety precautions to keep everyone safe; safety is our top priority.

Sincerely,

Jared A. Cotton
Superintendent
Lockdown Drills

As a result of House Bill 1279, introduced and passed during the 2016 Virginia General Assembly legislative session, every school building in Virginia must conduct lockdown drills. *HB 1279 Public schools; fire drills and lock-down drills:*

Public schools; fire drills; lock-down drills. Requires every public school to hold a fire drill at least twice during the first 20 school days of each school session and at least two additional fire drills during the remainder of the school session. The bill also requires every public school to hold a lock-down drill at least twice during the first 20 school days of each school session and at least two additional lock-down drills during the remainder of the school session.

Chesapeake Public Schools, the Chesapeake Fire Department, and the Chesapeake Police Department have partnered together. We practice and conduct these drills to better prepare the school staff, emergency responders, and most importantly your children for potential emergencies. The following information covers general points about lockdown drills:

**What is a lockdown?** A school lockdown confines all staff and students to the classroom due to a perceived or real threat; isolation of staff and students inside the school limits exposure to risk from the outside. The practice of lockdown drills acclimates both staff and students to the process.

**When should a school go into “lockdown” and who makes this decision?** There are several reasons. There may be an unwelcome person or persons on the campus grounds; local law enforcement has identified a threat in the immediate area of the school; or a menacing animal is on school grounds. In short, there is some sort of event occurring or threat to occur, that the school believes can be mitigated by limiting access to staff and students. Building Principals and Administrative staff can initiate lockdown status or be prompted by the city’s emergency responders (Fire/Police)

**Why do we perform lockdown drills?** Just as fire drills have prepared students and staff for many years, we expect that lockdown drills will accomplish the same objectives under different circumstances. We also perform drills to find ways to make the emergency plan better. We use documentation, observations and feedback to evaluate what works and what can be improved upon.

**What should parents do?** During a lockdown drill or situation, parents must not attempt to enter the building until the area has been secured by local Law Enforcement or cleared by School Administration. During an event, School Administration and Public Safety Officials will provide directions and information to parents.

**What to Tell Students/Children?** Our children are keenly aware of lockdowns and the current need for safety. With this in mind, please share with the students that this drill or event is designed to keep them safe. Advise them to follow instructions during drills and remember how important it will be for them to use what they learn as a guide during a “true/real” lockdown.

The Chesapeake Police and Fire Department are aware of the impact this has on the school professionals, parents and students. The staff and students safety has always been, and will continue to be our top priority. We do not take this matter lightly. We will always try to limit the disruption to the school and their valuable teaching/learning time. We hope you find this information helpful. If you have any questions please feel free to contact the Chesapeake Fire Prevention Office at (757) 382-6566, or the Chesapeake Police Department’s Crime Prevention Unit at (757) 382-6223.
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ASBESTOS MANAGEMENT PLAN

The Chesapeake Public School District, in compliance with Section 763.84 of 40 CFR Part 763, commonly known as the Asbestos Hazard Emergency Response Act (AHERA), has prepared for public review an asbestos management plan for each public school in Chesapeake. This plan contains information on the presence of any asbestos and the response action developed by the school system to monitor and maintain said material. The asbestos management plan for your child’s school is available in the main office.

Please be assured that the school system is in compliance with all requirements set forth under Federal and State statutes and that asbestos containing materials are properly maintained in good condition and pose no health concerns to students, faculty and other building occupants.

ACCEPTABLE TELECOMMUNICATIONS AND INTERNET USE POLICY

School Board Policy P 6-36 and subsequent regulations R 6-36 were approved by the School Board on June 9, 2008. This policy governs the acceptable telecommunications and Internet use for students. The policy and the specific regulations that this policy governs can be found in the student packet that is sent home by the schools on the first day of school or by calling your child’s school and requesting a copy of the policy and regulations.

It should be understood that all use of the Internet and the telecommunications systems must be in support of education and research and consistent with the educational objectives of Chesapeake Public Schools. Use of the telecommunications systems, including the Internet, is a privilege and inappropriate use will result in a cancellation of those privileges.

All users of Chesapeake Public Schools’ telecommunication and computing resources are responsible for being aware of this policy. Violations of this policy that result in inappropriate or improper use of Chesapeake Public Schools’ resources are subject to disciplinary action. Offenders may be prosecuted under the terms described in the Code of Virginia 18.2-.152.4. The Virginia Computer Crimes Act authorizes sanctions that range from a misdemeanor to a Class 6 felony for computer fraud, trespass, invasion of privacy, theft of services, forgery, or damage to computer data, networks, programs, or software. In all such cases, the proper law enforcement officials shall be notified and appropriate charges shall be filed.

Policy for Students

Chesapeake Public Schools provides its students access to telecommunications networks, (including the Internet, together with the necessary hardware and software) to support research and education. All components of the telecommunication network shall be used in ways that are legal, respectful of the rights of others, and protective of juveniles and that promote the educational objectives of Chesapeake Public Schools.

This Policy prohibits any District student from using the Chesapeake Public Schools telecommunications system for any unlawful purpose and from the sending, receiving, viewing or downloading of any unlawful material that the District deems harmful to juveniles as defined in Section 18.2-390 of the Code of Virginia. The District staff charged with designing and maintaining the Chesapeake Public Schools telecommunication system will select and install appropriate filtering devices to block Internet access to child pornography as set forth in Section 18.2-374.1 and obscenity (Section 18.2-372).

The Superintendent shall establish guidelines for Acceptable Telecommunications and Internet Use. Violation of this policy or these guidelines by students of Chesapeake Public Schools may result in suspension and/or termination of access privileges, appropriate school disciplinary action, up to and including suspension and/or expulsion, and/or legal action. The Superintendent shall also assure that the Division’s instructional program shall include a component on Internet safety.

Applicability

These Guidelines shall apply to all student users of telecommunications systems, including the Internet (Network), that are entered via equipment and access lines located in Chesapeake Public Schools (CPS). Privately owned electronic devices used on school property and/or off school property at school sponsored events are also subject to this regulation. Student use of the Network, including Internet access, requires consent of the student (if 18 years or older) or the parent or guardian (if under 18 years) by signing an appropriate form indicating that the student, parent, or guardian has received, read, understands, and agrees to abide by applicable policies and guidelines. The parent or guardian may withdraw his or her approval at any time.

Purpose

The purpose of these Guidelines is to encourage and promote appropriate knowledge, procedures, and use of the Network, when entered through CPS equipment and Internet resources, or through privately owned electronic devices used on school property or at school sponsored events.

Compliance

All students will comply with these Guidelines and policies adopted, changed, or implemented from time to time by CPS. All users will abide by proper Network etiquette (Netiquette), electronic communication ethics and rules, and user responsibilities. Netiquette requires users to be polite, use only appropriate language at all times, work efficiently so others may use the equipment, and avoid using or revealing personal information, especially when this might embarrass or harm another person.

Penalties for Inappropriate Behavior

Violations of these Guidelines may result in suspension and/or termination of access privileges. Violations may also result in appropriate school disciplinary action, up to and including suspension and/or expulsion, and/or legal action. Each user will be obligated to indemnify CPS and against and any and all liabilities, expenses (including attorney’s fees) and damages arising out of claims based upon the user’s use (or the use by anyone who gains access to the Network through the user’s account) of the Network, including any claim of libel, defamation, violation of rights of privacy or publicity, or infringement of intellectual property or other rights.

No Expectation of Privacy

The use of the Network carries no right or expectation of privacy. CPS reserves the right to monitor, review, and restrict any user’s Network access and use. The Network and all files on this system, including personal files, are the property of and belong to CPS, and the contents are subject to review at any time for any reason.

Acceptable Network Use

CPS’ objective in providing and accessing the Network is to support research and educational activities, and use must be in support of this objective. Specific guidelines shall be as follows:
1. Sending, knowingly receiving, viewing, storing, or downloading material via the Network which might reasonably be determined unlawful or inappropriate for or harmful to juveniles, including defamatory, obscene, or pornographic materials, is prohibited.

2. The Network, including the Internet, may not be used to make or disseminate hate mail, threats, personal attacks, defamatory statements, harassment, or discriminatory remarks; to violate any person’s rights of privacy or publicity; or to engage in similar behaviors. Harassment or discrimination is conduct that is intended or has the effect of identifying or affecting another person in an unfavorable way on the basis of race, sex, age, religion, national origin, disability or other factors.

3. Use of the Network for personal and private business use, including product advertisement or financial gain, is prohibited.

4. Use of the Network for political lobbying is prohibited. Communications concerning political issues for educational purposes is permissible.

5. Use of the Network for advancing a private or non-profit cause, however worthwhile, is prohibited. The Network is not a public place for the user to express his or her personal beliefs or opinions. The use of the Network as a public forum is prohibited.

6. Network users must abide by the rules of any other network that is accessed from CPS Network.

7. Each user is responsible for his or her own password and Network use and shall not intentionally seek information on or use passwords belonging to other users, or misrepresent themselves as other users on the Network. A user shall not allow others to use his or her password or allow Network access by anyone else under the user’s own password.

8. Any improper use of the Network or any other system such as developing or using programs or any other means to threaten or harass others; intercept e-mail; infiltrate a computer or computing system (e.g., hacking); interfere, clog, or damage the performance, files, data, or the software components of a computer or computing system (e.g., introducing a computer virus or “spawning”); or to attempt any of the foregoing, is prohibited. Users shall not disrupt any discussion group, mailing list or newsgroup with frivolous, vulgar, or repetitious postings; by posting of binary, or excessively large, unrelated text files; or by posting articles that are off-topic according to the charter or other public statement of the forum. Any breach or suspected breach of Network security must be reported to the teacher. Users should not attempt to locate or duplicate a security breach because this may be construed as improper use.

9. The illegal installation, copying, distribution, or downloading of material (e.g., without authorization of the owner of such material) that has not been made generally available, or the unauthorized use of copyrighted or trademarked materials, including those containing trade secrets, on the Network or with CPS computers is prohibited. Academic use of materials obtained from the Network shall be properly cited.

10. The unauthorized installation of hardware or software to the Network or any of its components is strictly prohibited.

11. CPS maintains the right to determine whether specific uses of the Network are consistent with these Guidelines, its educational objectives, and generally acceptable practices.

12. Personal information regarding minors should not be provided or used across the Network through electronic mail, chat rooms, bulletin boards, or other direct electronic communication methods (e.g., last name, pictures, video files, audio files, address, telephone numbers, Social Security numbers, date of birth) unless specifically authorized by the principal.

13. The Network may not be used to send unsolicited bulk e-mail, or otherwise unsolicited e-mail messages where the recipient objects to the content of the message or to receipt of the message in general. Each user should understand that unauthorized use of the Network in connection with the transmission of unsolicited bulk e-mail, including the transmission of counterfeit e-mail, may result in civil and criminal penalties against the user.

14. CPS has implemented appropriate software to block and/or filter Network access provided by CPS, and such software is designed to filter or block obscene material, pornographic material, and other material that is harmful to minors. Efforts to disable, tamper with, or otherwise interfere with the filtering software shall be deemed by CPS to be an improper and unacceptable use of the Network by the user for which the user can be disciplined.

15. Users shall not agree to meet with persons contacted online. Users shall promptly disclose to a teacher or other school employee any message received that is inappropriate or makes the user feel uncomfortable.

16. Specific exceptions to these Guidelines that are consistent with CPS research and educational objectives may be proposed. Any requested exception must be submitted in writing with an explanation and justification of the exception and must be approved in advance by the Superintendent or designee.

17. The document titled Telecommunications and Internet Terms and Conditions; Student Consent Agreement shall be reviewed, signed and returned by students and their parent or guardian prior to usage of the CPS Network. The signature page can be found on page ii.

**TELECOMMUNICATIONS AND INTERNET TERMS AND CONDITIONS**

**STUDENT CONSENT AGREEMENT**

**PLEASE READ THE FOLLOWING BEFORE SIGNING THE CONSENT FORM:**

1. Acceptable Use - The purpose and educational objectives of using the Chesapeake Public Schools (CPS) Telecommunications network, including access to the Internet (Network), is to support research and education. All use of the Network must be in support of and be consistent with the educational objectives of CPS.

2. Privileges - Each student accessing the Network will be trained on its proper uses. Teachers and staff will make reasonable efforts to provide Internet Safety training and supervise student use of the network and Internet access. However, use of the Network is a privilege, and inappropriate use may result in a suspension and/or termination of that privilege and further school discipline, up to and including suspension and/or expulsion, if appropriate.

3. Netiquette - Students using the Network will follow the generally accepted rules of network etiquette. These include the following:
   a. Be polite.
   b. Use appropriate language at all times. Inappropriate language includes obscene, abusive or threatening language and/or profanity or obscenity.
   c. Work efficiently so that others may use this shared resource.
   d. Do not reveal any personal information about yourself or others (e.g., last name, pictures, video files, audio files, address, telephone numbers, Social Security numbers, or date of birth).
   e. Do not place any information on the Internet that might upset or embarrass you or anyone else.

4. Remember that electronic mail (e-mail) is not guaranteed to be private. People who operate various e-mail systems have access to all mail. Any messages relating to or in support of illegal activities may be reported to the authorities. The contents of all files that reside on CPS equipment are the property of CPS, and the student has no expectation of privacy for his or her use of the Network.

5. Security on any computer system is a high priority, especially when the system involves many users. If you identify a security problem, you must notify your teacher or the school principal. Do not demonstrate the problem to other users. Attempts to access the Network without permission will result in cancellation of user privileges.

6. It is important that student users develop respect and appreciation for the privilege of using the Network. To further this goal, CPS requires improper use to be reported to a teacher or principal if observed.

7. If you have any questions about the acceptable use of the Network, please contact the Director of Technology at (757) 482-5635.

8. Parents and/or guardians for students under the age of 18 have the right to opt out of allowing their children to have access to the Internet services provided by Chesapeake Public Schools. If a parent and/or guardian choose to exercise such option, he or she should provide written notice to the student’s school principal.

2020-2021 Student Conduct Policy Guidelines - 2
By signing the statement of receipt on page ii of the Student Conduct Policy Guidelines handbook, all students, parents and/or guardians are affirmatively stating that they have received, read and fully understand the Acceptable Telecommunications and Internet Use for Students and have reviewed and explained the policy to their children, if applicable. By signing the cover sheet to the student handbook, all students, parents and/or guardians also are agreeing that they understand that any violation of the policy may result in the student’s access to the Network being suspended and/or terminated and that disciplinary action and/or appropriate legal action may be taken. The students, parents and/or guardians understand that Network access is a privilege as opposed to a right and may be terminated at any time. The student, parent and/or guardian further understand that this access is designed for educational purposes and that CPS has taken reasonable precautions to eliminate Network use for non-educational purposes. The student, parent and/or guardian also recognizes, however, that it is impossible for CPS to restrict access to all controversial or inappropriate materials, and the student, parent and/or guardian will not hold CPS, the School Board, or any individuals employed by CPS responsible for damages related to the student’s use of the Network or for material reviewed by any student on the Network.

AFTER-SCHOOL ACTIVITIES

1. Students are subject to conditions of the Code of Student Conduct while attending and participating in after-school student activities and athletic events as provided in S.B. Regulation R 9-20. Regulations outlined in the Code of Student Conduct apply at all after-school activities (such as athletic events, club meetings, dances, etc.) and the like.
2. Students are not allowed to loiter in concession areas.
3. Students must be seated during athletic activities (when seating is available).
4. Students are expected to leave school grounds at the conclusion of the activity.
5. Students waiting for a ride should meet their ride at the school’s designated student drop-off/pick-up location.
6. Metal detectors may be utilized at after-school activities and special events in order to ensure the safety of students and spectators.
7. Parental involvement is encouraged at all school-related activities.
8. If parents are not attending a school-sponsored event, plans should be made to pick up their child at the conclusion of the event.

AMERICANS WITH DISABILITIES ACT NOTICE

It is the policy of Chesapeake Public Schools to afford individuals with disabilities opportunities for full participation in its programs, services, or activities. In accordance with the requirements of the Americans with Disabilities Act (ADA), the school system will provide auxiliary aids and services, upon request, to qualified individuals with disabilities. Individuals who need to request reasonable accommodations should contact the principal of the school providing the programs, services, or activities at least one week in advance.

AUTOMOBILE USE BY STUDENTS

High school students are granted permission to park on school premises. Students must apply for permission to park their vehicles in the student parking lot. Students are issued a parking permit and may park their vehicles on school property in areas assigned by the school administration for student parking. Students are not allowed to access their vehicles during the school day without permission from an administrator. While on school property, this vehicle is subject to search by school administration.

BUS INFORMATION – REGULATIONS FOR PUPILS RIDING SCHOOL BUSES

TO: PARENTS AND GUARDIANS OF CHESAPEAKE PUBLIC SCHOOLS CHILDREN
FROM: Jared A. Cotton, Superintendent of Schools

I am requesting your assistance in providing a SAFE and EFFICIENT transportation program for your child. Please read the Regulations for Pupils Riding School Buses with your child. It is important that you and your child understand the regulations covering the conduct of your child when he/she rides a Chesapeake Public Schools bus. Please encourage your child to abide by these regulations in the interest of safety. The school principal has the authority to discipline pupils attending public schools and riding buses to and from school. The principal also has the authority to suspend bus riding privileges to students who create disciplinary problems on the bus, posing a hazard to themselves, their fellow students, the bus driver, and the motoring public.

JUST A REMINDER, PLEASE STOP FOR SCHOOL BUSES LOADING OR UNLOADING STUDENTS. THANK YOU FOR YOUR COOPERATION.

COVID-19 HEALTH AND SAFETY MITIGATION STRATEGIES

- Students and the driver will be required to wear masks while on the bus.
- Students will be loaded from rear to front and unload from front to rear to limit interactions between students.
- There will only be one student per seat at any given time, unless there are two students from the same household.
- Capacity of our special education buses will be determined on a case by case basis.
- Buses will be sanitized at central parking locations between AM and PM routes.
- Bus drivers will sanitize frequently touched surfaces.

GENERAL

These regulations are furnished for all pupils who ride Chesapeake Public Schools buses on regular runs, field trips, or extracurricular trips. Parents or guardians and pupils should read this information, sign the appropriate form on page ii, and return it to your child’s school.

NON-TRANSPORTATION ZONES

Each year our Transportation Department reviews and updates all bus routes to ensure the most efficient routes are used to transport students to and from school. During this process, the non-transportation zones for each school are also reviewed. With the growth throughout the city, as new developments are added, adjustments may be made to some non-transportation zones. This is to ensure current bus routes serving the area are not overloaded.

MEETING THE BUS

Parents and guardians are encouraged to accompany primary-and elementary-age students to and from bus stops.
Pupils Must:
- **Be on time.** Be at their bus stop at least five minutes before the regular pickup time, but no earlier than ten minutes before the bus arrives. (It should also be noted that if your student does not ride the bus for five consecutive days, without communicating any extenuating circumstances to the bus driver or the Office of Student Transportation, the bus stop will be dropped from the route. Should this occur prior to returning to school, the parent or guardian must contact our Office of Student Transportation to have the bus stop reinstated).
- Adhere to physical distancing restrictions, that have been established at the bus stop, while waiting for the bus.
- Not stand on the traveled portion of the roadway while waiting for a bus.
- Not engage in play or activities that will endanger themselves or their companions while waiting beside the road.
- Watch for the bus driver’s signal that it is safe to cross a highway or road. They should cross at least ten feet in front of the bus and never cross behind it.
- Respect the property of home owners in the area.
- Board the bus in an orderly fashion.
- Immediately report to the driver illness/injury sustained on or around the bus.

**CONDUCT ON THE BUS**
The bus driver is the authority on the bus. Obey the bus driver, and be courteous to him/her and to fellow students. The driver has the authority to assign seats, to maintain order and discipline, and to promote safety.

**Pupils Must:**
- Go directly to their assigned seats and remain seated unless directed by the driver to do otherwise.
- Not mar or deface the bus. Willful or careless damage must be paid for by the pupil performing the act.
- Not use profanity or indecent language.
- Not use tobacco or electronic cigarettes on the school bus or at a bus stop.
- Not be in possession of drugs or alcohol.
- Not extend arms, legs, or head out of the bus.
- Not talk to the driver while the bus is in motion except in an emergency.
- Not fight, scuffle, or slap others.
- Not tamper with the emergency door.
- Not wave or shout at pedestrians or passengers in other vehicles.
- Not throw objects at the bus, in the bus or out of the bus window.
- Not carry on the bus oversized objects that would block the aisle, emergency exits, cause loss of passenger seat space, obstruct the driver’s view, or create a safety hazard. Objects shall never be placed in the aisle or at the front of the bus. All carryon items should be secured in the student’s lap while on the bus. Oversized objects that cannot be accommodated, due to limited space, will be the parent’s responsibility to transport the item to and from school.
- Not throw paper or litter on the floor.
- Not sell or consume food or beverages.
- Not run alongside a moving bus, but must wait until it has stopped, then walk to the front door.
- Only operate electronic devices, including cell phones, if they do not cause a distraction or disruption on the school bus. Should this occur, the bus driver may require that the device be put away.
- Not sit on textbooks and other objects. Standing or sitting in the aisle is not permitted.
- Not have any unsafe objects (water pistols, animals, reptiles, insects, matches, knives, firearms, etc.) in their possession.
- Not open windows without permission from the driver.
- Ride the bus to which assigned. No change in a bus may be made without the permission of the school principal and/or the transportation director.
- Have completed Alternate Bus and Stop Permission Slip form (available on the CPS website) from parents to go home on an alternate route or to use an alternate bus stop, subject to approval of the school principal. Bus drivers must be notified by the school when approval is given to a pupil to change a bus trip.
- Be aware that no change will be made in the location of bus stops or bus routing without the approval of the Transportation Office.
- Be aware that buses are equipped with video cameras to promote safety and monitor student behavior.
- Be aware that only the bus driver is permitted to open and close the entrance door.
- Be aware that drivers will not make a habit of waiting for students who are late getting to the bus stop.
- Be aware that school buses are school property and loitering or trespassing on buses or other school property is a violation of state law.
- Be subject to all conditions of the Code of Student Conduct while at the bus stop, going to and from the bus stop, or riding the bus.

**LEAVING THE BUS**
An individual designated by the parent or guardian, via our Four Card System, should meet their kindergarten, pre-k, or early adventure student at the bus stop. If a designated individual is not at the bus stop the student will be returned to the school. **If your child has to be returned to school more than two times, absent of extenuating circumstances, parents may have to provide transportation for their child.** This practice is being put in place because returning a child to the school because parents are not present to receive their child delays the pick-up time for middle and high school students.

**Pupils Must:**
- Remain seated until the bus comes to a full stop. Leave the bus in an orderly manner; pupils in the front seats unload first.
- Leave the bus at their regular stops.
- Wait for the bus driver’s signal that it is safe to cross a highway or road. They should cross at least ten feet in front of the bus and never cross behind it.
- Immediately leave the bus stop once released by the driver.

**Parents Are Prohibited From Boarding Buses to Address Concerns While the Drivers Are on Their Routes.**
The School Board shall own, operate, and maintain school buses for the purpose of transporting students to and from school and for other approved uses. Equal transportation services shall be available free of charge to all eligible students who are similarly situated as stipulated by the State Board and according to general law. The Superintendent shall develop rules and regulations to assure that the transportation system meets all conditions stipulated by the State Board and under general law. These rules and regulations are for your information and your child’s benefit. Bus drivers are instructed to report any infractions to the school principal. Riding a school bus is a privilege. Should any child be referred to the school principal, the principal will investigate and take appropriate disciplinary action, which may include the loss of the privilege of bus transportation and/or suspension and expulsion from school. Parents and guardians will be responsible for the transportation of any pupils who have lost school bus transportation privileges. If we can be of any help to you with problems relative to the transportation of your child, please feel free to contact the school principal or the Office of Student Transportation at 547-1617. Your cooperation in the safe transportation of your child is appreciated.

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CHILD ABUSE REPORTING

According to the Code of Virginia § 22.1-291.3. Notice of duty to report child abuse or neglect.
Each public school board and each administrator of every private or parochial school shall post, in each of their schools, a notice, pursuant to § 63.2-1509, that: (i) any teacher or other person employed in a public or private school who has reason to suspect that a child is an abused or neglected child, including any child who may be abandoned, is required to report such suspected cases of child abuse or neglect to local or state social services agencies or the person in charge of the relevant school or his designee; and (ii) all persons required to report cases of suspected child abuse or neglect are immune from civil or criminal liability or administrative penalty or sanction on account of such reports unless such person has acted in bad faith or with malicious purpose. The notice shall also include the Virginia Department of Social Services’ toll-free child abuse and neglect hotline.

CHILD FIND

The Chesapeake Public Schools will implement ongoing and continuous strategies to identify, locate, and evaluate children residing in its jurisdiction or children parentally placed in private schools (including those that are home-schooled or home-tutored) within its jurisdiction who are birth to age 21 inclusive and are suspected as having a disability and/or need special education and related services as defined in the Virginia Regulations. Strategies will focus on: children in typical homes; children who are mobile, including those who are homeless or migrant, and who are wards of the state; children who are under 18, who are suspected of having a disability who need special education and related services, and who are incarcerated in a regional or local jail for 10 or more days; and children who are suspected of being children with disabilities, even though they are advancing from grade to grade. Any child who is identified as having a disability and qualifies for special education is entitled to a free appropriate public education designed to meet his/her needs.

Staff members are available to assist in the referral process for special education services, to explain the nature of disabilities, the early warning signs of disabilities, and the need for services to begin early. For additional information about 2-4 year old children suspected of having a disability, contact the Preschool Intake Team at 494-7600. For school-aged children, please contact your child’s school, the special education administrator assigned to your child’s home-zoned school at 494-7600, or the Parent Information Specialist at the Parent Resource Center at 482-5923.

CORPORAL PUNISHMENT

Corporal punishment may not be used as a means of discipline. However, this does not prevent teachers and principals from using “reasonable and necessary force” to maintain order and control, remove a student from a disturbance which threatens physical injury to persons or property damage, prevent self-infliction of harm, defend oneself, or obtain possession of weapons, controlled substances, or paraphernalia.

DAILY OBSERVANCE OF ONE MINUTE OF SILENCE

22.1-203 of the Code of Virginia requires one minute of silence at the opening of each school day. In accordance with the law, students attending Chesapeake Public Schools will be required to observe this one minute of silence at the start of each day. In order to keep parents and students informed as to what the law allows and does not allow, a copy of the law is provided below.

22.1-203 Daily Observance of One Minute of Silence

In order that the right of every pupil to the free exercise of religion be guaranteed within the schools and that the freedom of each individual pupil be subject to the least possible pressure from the Commonwealth either to engage in, or to refrain from, religious observation on school grounds, the school board of each school division shall establish the daily observance of one minute of silence in each classroom of the division.

During such one-minute period of silence, the teacher responsible for each classroom shall take care that all pupils remain seated and silent and make no distracting display to the end that each pupil may, in the exercise of his or her individual choice, meditate, pray, or engage in any other silent activity which does not interfere with, distract, or impede other pupils in the like exercise of each individual choice.

The Office of the Attorney General shall intervene and shall provide legal defense of this law.

DISCIPLINE

STUDENT ENGAGEMENT AND BEHAVIOR EXPECTATIONS

Our society places great value upon the rights and responsibilities of each individual. Reflecting this emphasis, the School Board believes that one of its most important goals is to provide a safe environment that is conducive to learning. Students, staff, and parents have a joint responsibility to provide this desired learning environment. Such an environment may be achieved through appropriate education, teamwork, policies, and disciplinary action. We honor the uniqueness of each individual and embrace diverse backgrounds, values, and points of view to build a strong, inclusive community and to prepare students for lives in a multicultural society.

SCHOOL CLIMATE

School climate is defined by the “shared norms, beliefs, attitudes, experiences, and behaviors that shape the nature of the interactions between and among students, teachers and administrators.” A positive school climate is essential to maintaining an “atmosphere free of disruption and threat to persons or property and supportive of individual rights” as required in the Standards of Quality (§ 22.1-253.13.7.D.3 and Section 22.1-279.6) of the Code of Virginia, which makes reference to incorporating discipline options and alternatives “to preserve a safe, non-disruptive environment for effective teaching and learning” (§ 22.1-279.6 of The Code of Virginia). Student behavior has a direct impact on the school learning environment.

SOCIAL-EMOTIONAL LEARNING (SEL)

Social-emotional learning has been attributed to positive attitudes about school and to significant improvement in academic achievement. Learning social-emotional skills is vital to student development and is directly related to Virginia’s Profile of a Graduate, which expects students to demonstrate the “Five Cs:” critical thinking, creative thinking, communication, collaboration, and citizenship. A Virginia high school graduate should be able to: achieve and apply appropriate academic and technical knowledge; attain and demonstrate productive workplace skills, qualities, and behaviors; build connections and value for interactions with diverse communities; and align knowledge, skill, and personal interests with career opportunities (8VAC20-131-20. Philosophy, Goals, and Objectives, 2018).

Student behavior has a direct bearing on the school climate and learning environment. Administrators, teachers, parents, and counselors awareness of students’ social-emotional development and the importance of helping students achieve academically and develop SEL is pivotal. Casel (2019) outlines the core competencies of SEL which includes self-awareness, self-management, responsible decision-making, relationship skills, and social awareness.

IMPACT OF STUDENT BEHAVIOR ON THE SCHOOL LEARNING ENVIRONMENT

The following five behavior categories are designed to recognize the impact student behavior has on the school environment and on learning:
Behaviors that Impede Academic Progress (BAP): These behaviors impede academic progress of the student or of students. They are typically indicative of the student’s lack of self-management or self-awareness. Sometimes, the student may need help in understanding how the behavior impacts others so training in social awareness may also be indicated.

Behaviors Related to School Operations (BSO): These behaviors interfere with the daily operation of school procedures. Students exhibiting these behaviors may need to develop self-management, self-awareness, or social awareness skills.

Relationship Behaviors (RB): These behaviors create a negative relationship between two or more people that does not result in physical harm. Relationship behaviors affect the whole school community in that the school climate is often a reflection of how people treat one another. Students who exhibit difficulty with relationship behaviors may also have difficulty with the other social-emotional competencies.

Behaviors that Present a Safety Concern (BSC): These behaviors create unsafe conditions for students, staff, and visitors to the school. The underlying reason(s) for this type of behavior may lie in any of the social-emotional competencies so the administrator should investigate the motivation for the student’s behavior. Training in social awareness and decision-making are usually indicated in any behavior that creates a safety concern.

Behaviors that Endanger Self or Others (BESO): These behaviors endanger the health, safety, or welfare of either the student or others in the school community. Behaviors that rise to this level of severity are often complex. While they are indicative of poor decision-making skills, students who exhibit these behaviors may also have developmental needs in the other social-emotional competencies.

EXPECTATIONS OF CONDUCT AND VIOLATION DISPOSITION ACTIONS

The School Board believes that one of its most important goals is to provide a safe and comfortable learning environment for every student. One way to achieve this goal is to establish discipline policies that will ensure appropriate student behavior. It is impossible for teaching or learning to take place in a classroom unless order is maintained. The following list of offenses includes only the most common infractions of school rules; however, no misconduct will be permitted. School officials are authorized to utilize any and all disciplinary actions permitted by Virginia state law, including suspensions and expulsions. Consequences apply to offenses occurring on any Chesapeake City School Board property, during any school-sponsored activity, on any Chesapeake school bus, at a designated school bus stop, or while traveling to or from school. Certain activities or offenses which do not occur while the student is under the authority of Chesapeake Public Schools, but which may be reasonably expected to pose a danger to the health and safety of students or school personnel or to disrupt the school environment, may be subject to disciplinary action up to and including expulsion.

DEFINITIONS OF BEHAVIORS

Behaviors referenced in the Code of Virginia and terms related to those references are listed alphabetically in this section. Certain behaviors defined below are required to be reported to law enforcement agencies per the Code of Virginia.

Aggravating Circumstances: Misconduct which causes serious harm (including but not limited to physical, emotional, and psychological harm) to another person(s) or poses a credible threat of serious harm to another person(s), as determined by a threat assessment; or that a student’s presence in the school poses an ongoing and unreasonable risk to the safety of the school, its students, staff, or others in the school; or that a student engages in a serious offense that is persistent and unresponsive to targeted interventions.

Arson: The burning or destroying of any property on school grounds and any acts involving incendiary devices that create fire or smoke is strictly prohibited. The destruction may be in whole or in part only a slight burning is necessary to violate this section of the Code.

Assault: Students are prohibited from assaulting, battering and/or fighting, with an intention to cause physical harm, with or without weapons, other students, school visitors, or members of the staff. This would include offensive sexual touching or battery. Any collection of people, assembled for the purpose and with the intention of committing an assault and/or battery upon any person or an act of violence without authority of law, shall be deemed a “mob.” Any and every person composing a mob which commits an act of violence shall be guilty of that act of violence.

Attendance: School personnel shall require students to be regular and punctual in attendance. Students who are tardy, fail to report to their assigned location at the designated time, or leave school grounds without permission impede the academic progress of themselves and others, interfere with the daily operation of school procedures, and/or create a safety concern.

Bullying and Cyberbullying: Students are expected to be respectful and contribute to a positive school environment. Any bullying and cyberbullying behaviors that take place on school property, during school events, or disrupt the virtual learning environment will be subject to disciplinary action.

Section § 22.1-276.01 of the Code of Virginia defines bullying as any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor and aggressor and victim; is repeated over time or causes severe emotional trauma, and may be specifically related to gender, race, color, origin, or disability. It does not include ordinary teasing, horseplay, argument, or peer conflict.

Cyberbullying is defined as using information and communication technologies, such as cell phone text messages and pictures, email, social media, blogs, networking websites, defamatory personal websites, and defamatory online personal polling websites, repeatedly, to support deliberate, hostile behavior intended to harm, intimidate, or humiliate others.

Should a student be a victim or aware of any act of bullying committed by another student that takes place in school, on school property, at a bus stop, on a school bus, or at any school activity, he or she should immediately report this incident to the administration for investigation. In accordance with section 22.1-279.6 of the Code of Virginia, the principal or designee shall notify the parent of any student involved in an alleged incident of bullying and the status of any investigation within five school days of the allegation of bullying.

Bus-Related Offenses: Students must adhere to the regulations defined in the Bus Information Section of the CPS Student Conduct and Policy Guidelines.

Conflict: Confrontation, Altercation and Fighting: A confrontation is a verbal act involving one student as a primary aggressor, interacting with another student(s). An altercation is defined as mutual participation in a conflict between two or more students, is primarily verbal, and may involve minor incidental physical contact such as shoving or pushing. Fighting is defined as mutual participation in an incident involving physical aggression or violence such as striking, hitting, or spitting, regardless of whether any participant is injured as a result or which student actually initiated the physical contact.

Defiant, Disrespectful and Disruptive Behavior: It is a student’s responsibility to contribute to a positive school climate. Following staff directives is imperative to maintain a safe and orderly school environment. “Defiant behavior” is the failure to follow a reasonable request. “Disrespectful behavior” may be a demeaning act, an attitude of indifference, or other offensive actions. “Disruptive behavior” is defined in § 22.1-276.01 of the Code of Virginia as conduct that interrupts or obstructs the learning environment. These behaviors impede the academic progress of others, interfere with the daily operation of school procedures, and/or create a safety concern. They are typically indicative of the student’s lack of self-management, ability to comply, or self-awareness and may involve such actions as yelling, making noise to distract others, teasing, wandering around the classroom, throwing objects, possessing items that distract, failure to comply with a directive of a staff member, refusal to participate in in-school alternatives, etc. Horseplay, while at first may be a jovial action, is disruptive, reckless, and a safety concern that could be construed as a fight or assault when physical engagement is involved. Students are encouraged to maintain appropriate boundaries and keep their hands and feet to themselves.

Dress Standards: All students are expected to dress in a manner appropriate for the promotion of learning and a safe school climate. Student appearance shall not be disrespectful, indecent, pose a safety concern, dangerous to the health and welfare of students, or disruptive to the school environment. Each school is responsible for disseminating dress code information annually in accordance with regulations established by the Superintendent. In general, students will not be allowed to wear clothes, jewelry, or other apparel or personal belongings that advocate violence, use of alcohol, tobacco products, or drug use and/or distribution; that represent gang activity and/or membership; use obscenities; or reflect adversely on persons due to race, gender, creed, religion, disability, or sexual orientation. Hats and hoods may not be worn in school buildings, and for reasons of health and safety, all students are required to wear appropriate shoes when on school property.

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Driving and Parking: It is a privilege to drive a vehicle to school. Any automobile, truck, or motorcycle which is driven to school by a student and parked on school property must be registered with the school. Upon arrival to school, the student driver must park the vehicle in the designated parking area. The student driver must lock the vehicle and all occupants must leave the parking area promptly. The area designated for student parking will be off limits at all times, except to students who are arriving and departing, or have permission from school personnel. While on school property, this vehicle is subject to search by school administration. Each high school is responsible for disseminating driving and parking information annually in accordance with regulations established by the Superintendent. Drivers must obey all state driving laws.

Electronic Devices: Students may have the opportunity to use electronic devices such as cell phones, headphones, ear buds, personal computers or tablets, etc. in the educational environment to aid in teaching and learning when given explicit permission by the teacher. These devices should not be used in prohibited areas to take or view unrelated or inappropriate video or pictures, disrupt the learning environment and/or negatively impact the school climate. Students who take pictures or record video without permission from school personnel, may be subject to disciplinary action. At all times, students must comply with the Acceptable Telecommunication and Internet Use Policy and the Privately Owned Electronic Devices Policy.

Gambling: Section 18.2-325. of the Code of Virginia defines illegal gambling as the “making, placing, or receipt, of any bet or wager of money or other thing of value, made in exchange for a chance to win a prize, stake, or other consideration or thing of value.” A gambling device includes any device, machine, paraphernalia, equipment, or other things, including books, records, and other papers, which are actually used in illegal gambling operations or activity. A student shall not bet money, food, personal items, or other things of value, or knowingly play or participate in any game involving a bet on school property or during any school-sponsored activity.

Gang-Related Activity: Students are prohibited from involvement in any gang-related activity during the time that they are under the jurisdiction of Chesapeake Public Schools. Such activities may include, but are not limited to, the display of symbols of gang membership (i.e., clothing, jewelry, or other accessories that are deemed to symbolize gang membership or affiliation), recruitment of or invitation to other students to join or otherwise affiliate themselves with gangs, flagging, gang related extortion, gang-related violence, gestures, possession or distribution of gang related literature, lyrics, or drawings, or gang-related vandalism (including graffiti).

Harassment: Chesapeake Public Schools is committed to promoting a positive school climate and maintaining a learning/work environment free from harassment based on race, color, gender, gender identity, sexual orientation, physical attributes, national origin, age, disability, ethnicity or religion of students or school personnel at school, virtual school activities, on the bus, or any school-sponsored activity. A student will not engage in sexual or immoral behavior, gestures, or unwanted advances, such as stalking, offensive contact, indecent exposure, amorous behavior, obscene communication, inappropriate sexual behavior, or acts of sexual assault or battery.

Hazing: An act or actions that recklessly and intentionally endanger the health or safety of a student or students or inflict bodily harm on a student or students in connection with or for the purpose of initiation, admission into or affiliation with, or as a condition for continued membership in a club, organization, association, fraternity, sorority, team, or student body, regardless of whether the student or students, so endangered or injured participated voluntarily in the activity.

Inappropriate Actions/Materials: It is the responsibility of each student to contribute to a positive school climate. Use of offensive language, gestures, and/or conduct, libelous activities, unsolicited innuendoes or propositions, lewd or indecent actions, possession of obscene or offensive material, etc. written, spoken, displayed, or on social media are prohibited. These behaviors impede academic progress of others, interfere with the daily operation of school, and/or create a safety concern.

Internet Use Violations: At all times, students must comply with the Acceptable Telecommunication and Internet Use Policy and Privately Owned Electronic Devices Policy.

Misrepresentation: Cheating, Impersonating and Altering Documents: Each school shall encourage honesty, discourage cheating, and articulate consequences for cheating in accordance with CPS Regulation 6-44. Each student shall be responsible for his or her own academic growth, performance, and honesty.

Other Conduct: Behaviors not specifically listed or described that interrupts or obstructs the learning environment, negatively impacts the school climate, impedes academic progress of the student(s), interferes with the daily operation of school procedures, creates a safety concern, or is a violation of federal, state, or local law.

Property Violations: Vandalism and School Pranks: Vandalism and destruction is willfully or maliciously defacing, damaging, or destroying school property at any time, or private property while under the school’s jurisdiction. Some examples are as follows: writing on walls, mirrors, or desks; breaking a door or school furniture, puncturing bus seats, causing computers or laptops to malfunction, damaging another’s clothing or property; and graffiti.

A school prank is a planned act at school or a school event by a student or group of students against another student, school personnel or school property; usually with the intent to produce a humorous outcome or suffering at the expense of others.

Substance Abuse - Possession, Use and Distribution: In order to ensure the health, safety, and welfare of all students, the sale or distribution of over-the-counter medication, prescription medication, alcohol, drugs, and drug paraphernalia is strictly prohibited. Students will not use, give, sell, distribute, or possess with the intent to give, sell, or distribute on school property or at school-sponsored activities, over-the-counter medication, prescription medication, alcoholic beverages of any kind, synthetic cannabinoids, cannabimoids, cannabidiol (CBD), liquid tetrahydrocannabinol (THC), marijuana, anabolic steroids, or other controlled substances as defined in the Code of Virginia, 18.2-247 et. seq.

In addition, being under the influence of controlled substances, illegal drugs or synthetic hallucinogens or unauthorized prescription medications, the possession of vaping devices, drug paraphernalia or imitation controlled substances is also subject to disciplinary action. Look-a-like or imitation controlled substances include a pill, capsule, tablet, or other item which is not a controlled substance, an alcoholic beverage, synthetic cannabinoids, or marijuana, but which by overall dosage, unit appearance, including color, shape, size, marking, or packaging, or by representations made, is intended to lead or would lead a reasonable person to believe that such a pill, capsule, tablet, or other item is a controlled substance, alcoholic beverage, synthetic cannabinoids, or marijuana.

Students suspected of violating the substance abuse policy will be subject to a search of their belongings including vehicles on school property. Failure to comply will be considered an imminent threat. In all cases involving substance abuse, the principal shall refer the student to the Office of Student Conduct and Support. Such referral shall include the recommendation that the student remain suspended until written proof is provided to the Office of Student Conduct and Support indicating that the student has scheduled a substance abuse assessment by a licensed public or private substance abuse agency/counselor approved by Chesapeake Public Schools and met with a staff member in the Office of Student Conduct and Support.

For the first offense, the principal shall suspend a student for a minimum of five days. In extenuating circumstances in which the student is considered to represent a threat to self or others or where the conduct would result in school disruption, a first offense may also result in a recommendation for expulsion. For a second offense, the principal shall suspend the student from school pending a hearing and shall refer the student to the Office of Student Conduct and Support with the recommendation that the student be expelled. In all such cases, the proper law enforcement officials shall be notified and appropriate charges may be filed.

*In all cases involving substance abuse, the principal shall refer the student to the Office of Student Conduct and Support. Such referral shall include the recommendation that the student remain suspended until written proof is provided to the Office of Student Conduct and Support indicating that the student has scheduled a substance abuse assessment by a licensed public or private substance abuse agency/counselor approved by Chesapeake Public Schools and met with a staff member in the Office of Student Conduct and Support. Failure to attend the appointment with the substance abuse agency or follow recommendations provided in the assessment from that agency may result in a recommendation of expulsion from Chesapeake Public Schools or placement at an alternative setting. It shall be the responsibility of the parent, legal guardian, or student, if emancipated or 18 years of age, to provide the Office of Student Conduct and Support, at determined
THEFT: Stealing, Robbery, and Possession of Stolen Property: Stealing is the wrongful attempt to take or taking the property of another without the owner’s consent and with the intention of depriving the owner of possession of the property. This includes actual or attempted breaking and entering or burglary. Robbery is the taking of, or attempt of taking, by physical force or intimidation, with or without a weapon, the property of another person. In addition, students should never be in possession of stolen property or assist another student(s) with obtaining or distributing stolen property.

Threats: Intimidation, Incitement and Weapons: A threat is an act, perceived or actual, intended to create fear, injury, threats of violence, harm or danger to school, staff or students whenever the threat is made on or off school property, directly or indirectly via in person, in writing, or through the use of technology. Intimidation is an action that involves a real or perceived power imbalance between the aggressor or aggressors and victim in an effort to create fear. Inciting is provoking another to engage in violent, threatening, or disruptive behavior. Threats to use weapons or to intimidate the use of weapons is strictly prohibited. This includes posts on social media or pictures with an implied or inferred intent that could or would create panic or lead a reasonable person to be fearful. In addition, threats to bomb or damage buildings and giving false information as to danger to such buildings are prohibited by § 18.2-83 of the Code of Virginia. This comprises communicating, by any means, a threat to bomb, burn, destroy, or damage a school building or school property in any manner, any place of assembly, any building or structure, or any means of transportation including false fire alarms. Definitions of “explosive material,” “fire bomb,” and “hoax explosive device” are defined in § 18.2-85 of the Code of Virginia.

Tobacco: The use, possession, sale, or distribution of electronic cigarettes, inhalants, liquid vapors, vaporizers, nicotine vapor products, tobacco, chewing tobacco, or tobacco paraphernalia by students on school grounds or at school sponsored activities is prohibited and subject to discipline action.

Trespassing: Unless directly supervised by a school staff member, students are prohibited from being in a school building or on school property at any time school is not in session or schools are closed. Students are also prohibited from bringing unauthorized persons to school or assisting unauthorized persons to enter school property. School building and property includes parking lots, buses, athletic fields, stadiums, bus stops, etc.

Weapons or Other Dangerous Articles: The possession, use, distribution, sale, or purchase of restricted items on school property, on school vehicles, or during school-sponsored activities on or off school property is strictly prohibited. Any student possessing, handling, or brandishing a gun of any type while under the jurisdiction of Chesapeake Public Schools or while on any school-owned or leased real estate property and/or vehicle operated by or on behalf of the Chesapeake School Board has violated both state and federal law, and criminal prosecution will most certainly be severe. Guns may include but are not limited to pistols, shotguns, rifles, BB guns, air soft guns, firearm silencer, pneumatic gun, flare guns, and pellet guns as well as look-a-like or toy guns. Other related offenses include, but are not limited to, conduct involving firebombs, explosives, incendiary devices, or chemical bombs.

Possessing, handling, or brandishing any object that may be used as a weapon or used to intimidate or incite fear is strictly prohibited. These items may include but are not limited to screwdrivers, hammers, scissors, stun guns, tasers, laser pointers, knives, sharpener blades, pepper spray, razors, similar objects, or look-a-like weapons. A student shall not supply, handle, use, transmit, or possess pepper gas/spray, mace, chemical stink bomb, fireworks or similar substances. Students suspected of violating the weapons policy will be subject to a search of their belongings. Failure to comply will be considered an imminent threat.

EQUITABLE PROCESSES FOR MANAGING STUDENT BEHAVIOR

A combination of teacher and administrative responses should be used with the goal of preventing misbehavior from occurring, encouraging positive student behavior, developing social-emotional skills, and maximizing academic instructional time. Principals and leadership teams are responsible for engaging staff in data informed decision-making that identifies student behaviors that are teacher managed versus those that are administrator managed.

Teacher Responses to Manage Student Behaviors

According to the Standards of Accreditation 8VAC20-131-220, “The professional teaching staff shall be responsible for providing instruction that is educationally sound in an atmosphere of mutual respect and courtesy ….” Teachers are responsible for establishing and maintaining a safe, supportive environment that is developmentally and culturally appropriate, promotes academic achievement, provides for social-emotional development, and assists students in acquiring the skills needed to exhibit expected behaviors. This is initiated through the development of positive relationships and making connections with students that are built on mutual trust, respect, and expectations.

DISCIPLINE PROCEDURES

At all times, on Chesapeake Public Schools property, during any school-sponsored activity, on any school bus, at a designated school bus stop, or while traveling to or from school, students are under school jurisdiction and are expected to conduct themselves in an orderly, courteous, dignified, and respectful manner. In order to maintain a climate conducive to a safe and comfortable education, discipline policies require that students who violate standards be referred for disciplinary action. Disciplinary procedures for disruptive student behavior may require action by the teacher, assistant principal, principal, central office personnel, and/or the School Board.

The teacher’s authority extends to all students, whether or not the teacher teaches the student in class. Teachers have the initial authority to remove students from class for disruptive behavior. When student behavior does not meet expectations, after interventions have been provided or policy has been violated, the following action(s) ** may be taken by the teacher:

- Warning/Reprimand
- Phone Call/Email
- Conference
- Detention
- Discipline referral

*Actions are not listed in a required sequential order

A discipline referral should be sent to the assistant principal or principal when the teacher feels the behavior cannot be corrected through the teacher’s classroom management procedures and interventions. After providing due process, the administrator will determine the appropriate course of action required for a positive school climate by providing a safe, comfortable, and conducive learning environment. Administration will determine the Discipline Disposition Response that would be appropriate (for example, a fight might begin with suspension).

DISCIPLINE RESPONSE DISPOSITIONS

After consideration of the circumstances surrounding the incident, the student’s previous record, and the age and developmental stage of the student, an administrator may select a discipline response disposition that may include; but is not limited to the following (listed in alphabetical order):

ADMINISTRATIVE CONFERENCE - By School Board mandate, by the Superintendent’s directive, or at the principal’s request, the student and parent may be required to attend a conference with a representative of the Office of Student Conduct and Support before readmittance to school. At the conclusion of the conference, the representative notifies the school if this request is satisfactorily completed, and the student is permitted back in school, subject to any additional probationary rules as stipulated at the administrative conference.

ALTERNATIVE PLACEMENT - When a student experiences repeated behavior issues or a significant behavior incident, the school principal and/or Office of Student Conduct and Support may refer this student to an alternative setting for increased structure and behavioral support. The principal may make this recommendation.

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CONFERENCE WITH PARENT/GUARDIAN - Parents are encouraged to set-up an appointment with any teacher, school counselor, or administrator to discuss their child’s progress or problems. In a time of suspension, a parent may be asked to come to the school to reinstate the student.

CONFISCATION - Any item prohibited by the Code of Virginia or School Board Policy will be removed from the student’s possession.

COURT REFERRAL - In the case of a drug offense, assault, weapon possession, truancy, or other violation of the Code of Virginia, the student may be taken to court. Usually the school resource officer of the Chesapeake Police Department will be involved in filing the charges. The plaintiff may be either the school or the victim.

DETENTION - This is a method of discipline which may be employed by any teacher or administrator to keep a student before or after school, or during lunch (in which case students will receive lunch in an isolated, supervised area), or on Saturday in the hope of correcting the inappropriate behavior. Parents must be notified in advance of the detention.

EXPULSION - Expulsion is the denial of the right of a student to attend school or its facilities, for one calendar year, because of disruptive behavior or behavior that presents a hazard to the safety and well-being of other students or school staff. Approval to expel a student is reserved for the School Board. Students may be expelled for sufficient cause. The principal will conduct a hearing and determine if policy was violated that would warrant a recommendation for expulsion. *Per School Board Policy and Regulation 9-21

IN-SCHOOL ALTERNATIVE - This option of discipline provides a student an opportunity to re-direct and correct behavior(s) in a defined location within the school as determined by administration.

IN-SCHOOL SUSPENSION (ISS) - The student will be assigned to a detention room and ISS students will not communicate with other students in any manner. During ISS, a student is not considered absent from classes. The student is responsible for requesting and completing, in a timely manner determined by his/her teacher, all work missed.

INSTRUCTIONAL SUPPORT SERVICES INTERVENTION - When a student experiences repeated problems in school, the school personnel may refer this student to instructional support services for intervention (e.g., child study committee, student assistance team, school counselor).

LAW ENFORCEMENT AGENCY REFERRAL - In cases of all violations of the Code of Virginia, the school resource officer or other representative of the Chesapeake Police Department, Child Protective Services, and/or Juvenile Probation departments may be notified of the violation.

LOSS OF PRIVILEGE TO RIDE A SCHOOL BUS - An administrator may suspend a student from the privilege of riding a school bus in order to correct inappropriate behavior. If bus privileges are denied, the parents are responsible for providing transportation to and from school.

PARENT/GUARDIAN CONTACT - The most effective persons in dealing with a discipline problem are the parents or guardians. Teachers, counselors, and administrators will contact the parents by phone, letter, email, or visit in an effort to keep parents informed of student conduct.

RESTORATIVE JUSTICE: The student may be assigned to attend mediation, provided behavior mediation, assigned instructional activities, and/or other restorative approaches designed to promote positive behaviors.

SUSPENSION*: Short-term Suspension: The principal is authorized to Short-Term Suspend a student for a period of no more than ten school days at a time from attendance at school. Long-Term Suspension: The superintendent or designee is authorized to Long-Term Suspend a student for more than ten school days but less than forty-six school days from attendance at school, including school activities.

Extended Long-Term Suspension: The superintendent or designee is authorized to Long-Term Suspend a student for more than forty-five school days but less than one-hundred-seventy-nine school days from attendance at school.

*Per School Board Policy and Regulation 9-21

During the period of suspension, the student’s absence is considered an excused absence from school. A suspended student must not return to school premises at any time during the term of suspension (including before and after-school activities) and is considered trespassing without the written permission of the principal. Students suspended will be able to access and complete grade work during and after suspension. The student is responsible for requesting and completing, in a timely manner determined by his/her teacher, all work missed.

When a student is suspended from school, the principal or assistant principal will notify the parent by telephone when possible and in writing of the reason for the suspension and the date(s) of the suspension. A suspension ordinarily will be for a definite number of days; however, in some instances, the terminal date will be indeterminate, dependent upon actions such as the completion of an investigation, attendance of a parent at a conference, or action by the Superintendent, his designee, or the School Board. Holidays and days when school is not in session, for any reason, including inclement weather do not count as suspension days. A suspended student is not permitted on any Chesapeake Public School’s property for any reason, including before and after-school activities, without the permission of the principal. Student disciplinary files (suspensions and expulsions) are part of the scholastic record and must be forwarded to any other school division to which the student transfers.

Please note that certain activities or offenses which do not occur while the student is under the jurisdiction of Chesapeake Public Schools, but which reasonably may be expected to pose a danger to the health or safety of students or school personnel, or disrupt the school environment, may be subject to disciplinary actions. Such misconduct may result in placement in an alternative education program or disciplinary action up to and including expulsion.

DUE PROCESS PROCEDURE

Principals know the importance of fairness in the administration of student discipline. Discipline is most effective when it is “firm and fair” and the administration strives to achieve that standard even when it is impossible to obtain consensus among teachers, students, and parents. Due Process requires that the student be given oral or written notice of the charges against him/her, an explanation of the evidence the administration has, and an opportunity to present his/her side of the story.

APPEALS

An appeal of a short-term suspension shall be to the principal of the school, in writing, from the parent or legal guardian, outlining the rationale for the appeal. The appeal must be received in the principal’s office within three school days of the first day of suspension. The appeal may be delivered by hand, U. S. Mail, or commercial delivery service. The principal will review the appeal, consider any additional relevant matters, and render a decision within three school days of receiving the appeal. Pending a decision by the principal, the suspension will remain in force for the number of days imposed. If the appeal is sustained, the days missed shall be treated as an excused absence. The principal’s decision may then be appealed to the Director of Student Services or designee; see School Board Policy and Regulation (R 9-21) for further information. This regulation also outlines the appeal procedures for a Long-term and Extended-Long-Term Suspension.

PLACEMENT OF CERTAIN STUDENTS IN ALTERNATIVE PROGRAMS

Students involved in violent behavior or other inappropriate behaviors within or outside the school may be identified to school officials. A student who has been charged with, or who has been found guilty or not innocent of identified crimes may be required to attend an alternative education program. These crimes and activities include, but are not limited to: weapons, alcohol or drugs, or intentional injury to others. The School Board has this authority, regardless of where the incident occurred.

EXPULSION

Expulsion terminates a student’s enrollment in the Chesapeake Public School System, normally for one calendar year. Chesapeake Public Schools will not provide instructional services to students who are expelled. A student who is expelled shall be denied attendance at any Chesapeake Public School facility or activity. A student who has been expelled may petition for readmission. Such a
petition shall be heard by the Superintendent or designee, normally as close as possible to the one-year anniversary of the date of expulsion. The Superintendent may elect to place certain conditions of probation for any student readmitted.

A student expelled or excluded from another public or private school within the Commonwealth of Virginia or another state will be denied admission during the period of expulsion and must petition for readmission.

STUDENTS WITH DISABILITIES DISCIPLINE
Students with disabilities, including students with 504 Plans, may be suspended on a short-term basis of ten (10) school days or less following the same procedures applicable to students without disabilities. Such suspension does not constitute a change in placement. The student is subject to normal disciplinary procedures whether or not the behavior is a manifestation of the student’s disability.

Additional procedural protections may need to be provided when a student with a disability is removed from class or school for more than ten (10) school days. A manifestation determination may be made to ascertain whether or not there is a direct relationship between the student’s disability and the misconduct.

DISCRIMINATION, HARASSMENT, AND SEXUAL HARASSMENT POLICY

All members of the Chesapeake Public Schools community are reminded that the Chesapeake City School Board and Chesapeake Public Schools are committed to avoiding discrimination and sexual harassment at all times. The School Division will comply with all applicable law, including Title VII regarding employment and Title IX regarding sexual discrimination and harassment of and by students. We will also observe the requirements of the Individuals with Disabilities Education Act, the Americans with Disabilities Act and the Rehabilitation Act, all regarding students with disabilities.

As School Board Policy P 9-23 indicates: Sexual harassment/discrimination committed by or against one or more students by either student or School District staff of the opposite or same sex constitutes inappropriate behavior and is prohibited. Such misconduct may be unlawful and if determined after investigation to have occurred will result in disciplinary action up to and including expulsion of students and/or discharge of employees.

School Board Policy 3-6 indicates: The School Board is committed to the principle of equal opportunity for all and shall not permit unfair discrimination on the basis of race, color, national origin, sex, gender, age, religion, or disability. This principle shall apply to students, employees, patrons, vendors, and all others who serve or are served by the school system.

These requirements extend to all aspects of the school program, including the educational and extracurricular programs. Procedures for seeking resolution of grievances resulting from alleged sexual harassment and/or discrimination are available through the School District website: www.cpschools.com. Furthermore, any person may report sexual discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sexual discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail. Such reports may be made to Mr. Wayne B. Martin, Director of Student Services, who serves as the Title IX Coordinator: 312 Cedar Road, Chesapeake, VA 23322, phone (757) 547-0585, or wayne.martin@cpschools.com. Reports may also be made to other school personnel and particularly to building principals and departmental supervisors.

EFLYER: PEACHJAR

CPS provides the service of electronic flyer (eflyer) dissemination via Peachjar, a free online service for our students to receive announcements from our schools, nonprofit 501©(3) organizations in the City of Chesapeake, and state supported organizations. Paper flyers from outside organizations are not distributed.

Parent and guardian email addresses that are collected annually during the online verification process will be automatically updated and enrolled in this service. To make changes to your Peachjar preferences, or to enroll using a new email address, visit the Chesapeake Public Schools website and click on the Peachjar logo, or visit www.peachjar.com.

Please note that receiving eflyers electronically by email is optional. All flyers will be posted to individual school’s homepages for easy access. This system is used exclusively for distribution of school-approved eflyers and email addresses will not be shared or used for any other purpose. Please feel free to notify your child’s school for assistance if you do not have access to the Internet or email. If you have any additional questions, please contact the Office of Communications at 547-1033.

ENROLLMENT POLICIES

ENROLLMENT ELIGIBILITY

In order to attend a public school in the City of Chesapeake, the following general requirements must be met: A student must (1) be residing with a natural parent, the court appointed legal guardian, or the court appointed legal custodian, who must provide satisfactory documentation of Chesapeake residency in the form of either a current electric, gas, or water bill; (2) satisfy the Code of Virginia requirements dealing with proof of birth, immunization, and a current physical completed by a licensed physician within the calendar year prior to enrollment (5th grade and below) or provide records establishing that the pupil furnished such a report upon prior admission to another school or school division; and (3) not be under expulsion, threat of expulsion, or exclusion from a public or private school at the time of enrollment.

SCHOOL ATTENDANCE AREAS

School attendance areas are legally established boundaries and can be located at http://www.cpschools.com/departments/newconstruction_planning/planning/mapcenter.php. Attendance zones are designated by the Chesapeake School Board. Students are required to attend the school which has been designated to serve their legal residence, where he or she physically resides. Chesapeake Public Schools will inform the Commonwealth’s Attorney of any violation of the Code of Virginia 22.1-264.1 or 22.1-264.1. It is a misdemeanor to make false statements as to school district or attendance zone residency.

MCKINNEY VENTO STUDENTS

Students who are homeless (lack fixed, regular, or adequate housing) will be enrolled immediately. The parent will be given time to present the normal required enrollment documents. Please contact the Office of Student Enrollment and Attendance, Homeless Liaison, for assistance at 547-0545.

CHANGE OF ADDRESS

Any change of address and/or telephone number(s) must be reported immediately to the appropriate school(s). Proof of residence will be required in the form of either a current electric, gas, or water bill.
FIRE LANES

An Important Message from the Fire Department

Please do not leave vehicles parked or standing in fire lanes. Visitors and staff are prohibited from parking in areas marked as fire lanes at all school buildings. Parking or standing vehicles may prevent the timely arrival of first responders to the scene of a police, medical or fire emergency. Leaving a vehicle unattended in a fire lane may hamper emergency efforts.

In addition, simply parking the vehicle in fire lanes is against the law and may result in a $250.00 fine. We ask that all visitors please park in spots especially designated for visitors at our school buildings.

FREE AND REDUCED - PRICE MEALS

Parents interested in applying for free or reduced-price meals may obtain applications from the school office. Applications may be turned into the office or may be mailed directly to School Nutrition Services. The mailing address is on the application and also may be found on the school district web site https://fandronlineapp.cps.k12.va.us/.

MYPAYMENTSPLUS

Mypaymentsplus is the online payment system we use for school meals. MyPaymentsPlus has several great benefits:
- allows for quick payments towards your student’s account
- allows you to see what your child is purchasing
- eliminates the worry of forgotten lunch money
- mobile app to quickly check balances and make payments

When you create your free account at www.mypaymentsplus.com, you will have the option to put money on your student’s Meal Account or General Account. Money in the Meal Account will only allow your student to purchase a full meal. Money in the General Account can be used toward meals and a la carte/snack items.

For other questions regarding MyPaymentsPlus and payment of school meals, please contact the Office of School Nutrition at 547-1470.

HIGH SCHOOL AND MIDDLE SCHOOL STUDENT ACTIVITIES

Background

In June 1997, the Superintendent, recommended to the School Board that students be required to maintain a minimum 2.0 Grade Point Average (GPA) in order to be eligible to participate in Virginia High School League (VHSL) activities. Following two public hearings, the School Board, in October 1997, passed a motion to require a 2.0 GPA for students to be eligible to participate in VHSL activities.

In June 2008, the School Board passed a motion to require a 2.0 GPA for middle school students to be eligible to participate in Chesapeake Middle School League (CMSL) activities. The middle school program will be governed by the CMSL.

High School/Middle School Definition of 2.0

A 2.0 average is defined as a GPA of 2.0 or better on the following scale: “A” = 4 points, “A-” = 3.7 points, “B+” = 3.3 points, “B” = 3 points, “B-” = 2.7 points, “C+” = 2.3 points, “C” = 2 points, “C-” = 1.7 points, “D+” = 1.3 points, “D” = 1 point, and “E” = 0 points.

CPS 2.0 Initial Eligibility

In order to be eligible, a VHSL-activity participant must maintain at least a 2.0 GPA prior to initial participation, regardless of when initial participation begins. Under this provision, in order to be eligible for the first semester, a ninth-grade participant must have maintained a 2.0 GPA for either the second semester of the eighth grade or the entire eighth-grade year.

Any student entering a VHSL activity and establishing eligibility for the first time must have maintained a 2.0 GPA for the previous semester or have maintained a 2.0 cumulative GPA.

CPS 2.0 Probationary Semester

After meeting the 2.0 GPA requirement for initial participation, the student may have one probationary semester during the period of high school eligibility (grade 9-12). This means that, once participation has begun, the student must receive at least a 2.0 GPA for all except one semester of eligibility. That semester may be used as a probationary semester in which the student is allowed to continue participation in VHSL activities and attend mandatory study hall. Any student participating in a sport while in the probationary semester may not practice or participate unless the study hall is attended.

The probationary period is defined as the semester following a semester in which a participant falls below the 2.0 GPA requirement and meets the VHSL eligibility requirements. A student who does not comply with the VHSL Scholarship Rule or other VHSL eligibility rules as found in section 28 of the Virginia High School League Handbook will be ineligible to participate. In determining if a participant met the 2.0 requirements, grades from the previous semester will be evaluated first. If the participant did not maintain a 2.0 for the previous semester, the cumulative GPA of the student will be used to determine if the student maintained a 2.0 GPA.

VHSL Eligibility

As well as meeting the requirements established by the Chesapeake School Board, all participants in VHSL-sanctioned activities must also meet all eligibility requirements as set forth by the VHSL and found in Section 28 of the Virginia High School League Handbook (http://vhsl.org).

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Welcome to Chesapeake and thank you for all that you do for our country! We want you to know about the School Liaison Officer Program that is connecting military families, commands, and K-12 schools. The Military School Liaison Officer Program helps level the playing field for transitioning students, prepares schools and installations to respond confidently to the complexities of transition and deployment while providing families the assurance that their children’s academic well-being is a military priority.

What Services Do School Liaison Officers Provide? The School Liaison Officer (SLO) specializes in serving military families and offers a wide spectrum of services, enabling families to become more involved in their child’s educational experience. Services include: • School Transition Services • Deployment Support • Special Needs System Navigation • Installation, School and Community Communications • Partnerships in Education • Home School Linkage Support • Post-Secondary Preparation Opportunities.

For more information, contact your SLO: Terrilyn Williams NSA Hampton Roads (757) 805-2963 terrilyn.williams@navy.mil. You can also visit our school division’s website link for Military families at http://www.cpschools.com/military.php. This link provides information and resources for all of our military families.

HUMAN PAPILLOMAVIRUS (HPV) VACCINES

The 2007 Virginia General Assembly passed a law requiring the Virginia Department of Health to provide parents of rising 6th grade girls with information on HPV and the HPV vaccine to ensure the parents are well informed of the Centers for Disease Control and Prevention (CDC) recommendation that girls 11-12 years old, receive the vaccine. In 2011, the Centers for Disease Control and Prevention made an additional recommendation that boys of the same age also routinely receive HPV vaccine. After reviewing educational materials approved by the Virginia Board of Health, the parent/guardian, at the parent/guardian’s sole discretion, may elect for their Child not to receive the HPV vaccine.

Information can be found by asking your child’s school health advisor, healthcare provider or by calling 800-CDC-Info (800-232-4636). Information can also be found on the website http://www.cdc.gov/vaccines/WHO/teens/index.html.

MILITARY FAMILIES

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NON-CUSTODIAL PARENTS’ RIGHTS

The Code of Virginia § 22.1-4.3 explains participation by and notification of the noncustodial parent. Unless a court order has been issued to the contrary, the noncustodial parent of a student enrolled in a public school (i) shall not be denied the opportunity to participate in any of the student’s school activities in which such participation is supported or encouraged by the policies of the school solely on the basis of such noncustodial status and (ii) shall be included, upon the request of such noncustodial parent, as an emergency contact for the student.

School activities shall include, but shall not be limited to, lunch breaks, special in-school programs, parent-teacher conferences and meetings, and extracurricular activities. It is the responsibility of the custodial parent to provide the most up-to-date court order to the school.
Parent Alert System (SchoolMessenger)

Chesapeake Public Schools uses SchoolMessenger, a rapid alert/notification system, to send routine communications from our schools and the district. Often referred to as the Parent Alert System (PAS), it allows parents, guardians, and staff to receive information and notifications through three different communication methods: by telephone, SMS (text), and or email. Within the SchoolMessenger system, there are FIVE different types of notifications. Listed below are the different types and examples of how you can expect Chesapeake Public Schools to use each.

- **EMERGENCIES**
  - Communications will be sent to all contact methods on file (phone call, email, and SMS (text)) during emergencies, such as:
    - School Closures (outside school hours, e.g., snow days)
    - School Delays
    - School Emergency (during school hours, e.g., building evacuation, lockdown, fire)

- **GENERAL ANNOUNCEMENTS**
  - Communications can be sent via phone call, email or SMS (text)
    - District reminders & event notifications
    - Weekly parent communications (per building)

- **DRILLS**
  - Communications can be sent via phone call, email or SMS (text)
    - Planned or unplanned fire or lockdown drills

- **ATTENDANCE**
  - Communications can be sent via phone call, email or SMS (text)
    - Notifications sent by the attendance office when a student is absent

- **SURVEYS**
  - Communications can be sent via phone call or email
    - Surveys conducted throughout the year to allow for parent/family input on various topics

Families will be asked to select their preferred method of communication for each type of notification when they verify their child's emergency information at the start of each school year. Families who wish to change their communication preferences at another point in the year should contact their child’s school office for assistance.

**PARENTAL RESPONSIBILITY**

The Chesapeake School Board is required by law to provide parents notice of 16.1 - 241.2 & 22.1 - 279.3 of the Code of Virginia, relating to parental responsibility and involvement requirements. “Parent” or “parents” means any parent or guardian, legal custodian, or other person having control or charge of a child. Each parent or parents, if both parents have legal and physical custody, of a student enrolled in a public school has a duty to assist the school in enforcing the standards of student conduct and attendance in order that education may be conducted in an atmosphere free of disruption and threat to persons and property and supportive of individual rights.

Parents may, through appropriate channels, express disagreement with the manner in which the school’s code of conduct has been implemented. Further, parents may exercise their right to appeal a suspension or expulsion as provided in School Board Policy and the Code of Virginia. If parents willfully and unreasonably fail to meet, pursuant to the request of the principal, to review the School Board standards of student conduct and the parent’s/parents’ responsibility; to assist the school in disciplining the student and maintaining order; and to discuss improvement of the child’s behavior and educational progress, the School Board is authorized to petition the juvenile and domestic relations court.

The court, under 16.1 - 241.2 of the Code of Virginia, may, upon finding that parents have willfully and unreasonably failed to cooperate, order that parents do the following:

- Meet, to fulfill the request of the principal, to review the code of student conduct and discuss their responsibility in that process;
- Participate or have their child participate in programs or treatment, or be subject to other limitations and conditions as the court deems appropriate for failure to meet with school officials if their child is to be readmitted after a suspension, or is receiving a second suspension, or is being expelled; or
- Pay a $500 fine for failure to meet with school officials if their child is to be readmitted after a suspension, is receiving a second suspension, or is being expelled.

Parents have a responsibility to communicate with school officials concerning disagreement in a courteous and professional manner. Communication through electronic means can be appropriate as long as they do not become excessive, threatening, or harassing in their content or nature.

**STUDENT PICTURES, NAMES, AND WORKS**

At the start of each school year parent/guardians are required to indicate if they DO NOT want their child’s information released via media (including publications, social media, websites, television programs, radio shows, and video production), yearbook, student work, and/or directory information using the online verification process. Through this process, permission to use school district-related student photos, video, and audio on the official Chesapeake Public Schools website is tacitly granted, unless the parent/guardian indicates otherwise. Please note, this process DOES NOT grant permission for individual employees to post student pictures, student names, and/or student works on personal sites (websites or social media accounts). In addition, parents, guardians, and school volunteers or visitors are not permitted to take photos of another parent’s child while visiting a school or on a field trip for any reason without written consent of affected parents and students.

The principal/department head or designee is responsible for maintaining records of permission granted for the release of information.

**PHYSICIAN PRESCRIBED AND OVER-THE-COUNTER MEDICATION**

Because of the dangers of misuse of drugs, we attempt to discourage administration of medication during school hours and, whenever possible, request that doses of medication be scheduled at times other than school hours. We recognize that this is not always possible and will cooperate in the administration of medication that must be given during school hours. In order to undertake this, these regulations are required:

1. A physician’s written order and parent/guardian authorization are required for all prescription medications and oral non-prescription medications.
2. A medication order form completed by the physician and parent is required for a student to be administered medication at school. The parent can obtain the form from the school principal, health advisor or on the health services webpage under health forms. The physician provides information detailing the name of the medication, dosage, time interval, possible side effects, duration of order, and the medical condition for which medication is prescribed.
3. Requests for changes in the dosage must be authorized by the physician.
4. Each school year a new medication order form has to be provided for the current year.
5. For the safety and welfare of all students, medication cannot be brought to school by the student. The medication must be delivered in a container appropriately labeled by the pharmacy or physician to the principal or school nurse by the parent/guardian or another adult designated by the parent.
6. The medication will be kept in a locked area of the school clinic and dispensed as prescribed by the physician.
7. Additional information regarding students needing inhaled medication for asthma and for self-administered auto-injectable epinephrine is available through the school nurse.
8. Oral over-the-counter medication will be given only if prescribed by a physician. Insect repellent and ointments can be provided by the parent with a completed “Permission Form For Non-Prescription Agents,” that can be obtained at the school and valid for no more than one month. Over-the-counter medication has the potential for adverse side effects; therefore, the same regulations as for prescription medication must be met. In addition, over-the-counter medication must be delivered to the school in an unopened container.
9. Prescribed medication that has been discontinued by the student’s physician must be picked up by the parent within two (2) weeks. All medication that has not been given at the end of the school year shall be picked up by the parent by the last day of school, or that medication will be destroyed.

Incidents resulting from possession or failure to use medications as indicated by instructions given by the physician or packaging, which could endanger student safety, may subject the student to disciplinary actions which may include suspension and/or a recommendation for expulsion.

Medications for After School Activities/Events: It is extremely important that parents/guardians notify the school nurse and individual(s) in charge of an activity/event their child will be participating in if their child needs to have available any emergency medication such as, an Epi-pen, Insulin, Glucagon, etc. The school clinic is closed and there is no nurse available after regular school hours. Please note that a student may carry inhaled asthma medication, auto-injectable epinephrine, or other emergency medications as long as the proper procedure is followed as stated in the medication policy. Please develop a plan with the nurse.

POLICE INTERROGATION

Except in cases of suspected child abuse or neglect, or in an emergency involving imminent threat to the safety of the public, student body or school staff, or when investigating a crime involving drugs, weapons, or bodily harm, or otherwise when determined by the School Resource Officer (SRO) that timely access to a student is needed for the prevention of a crime or apprehension of a suspect, law enforcement officers shall not be allowed to question students while they are under the school’s authority unless the parents or legal guardian of the child are contacted and have given permission for such questioning.

PRIVATELY OWNED ELECTRONIC DEVICES

Below is School Board Policy P 9-20.2 and Regulation R 9-20.2 which can be found on the District’s website, www.cpschools.com. A privately-owned electronic device (device[s]) is permitted on school property for the purpose of supporting and promoting the educational objectives of the Chesapeake Public Schools at the discretion of the Superintendent and building administration and consistent with the terms of this policy. This policy and its accompanying regulation explain the terms under which a device will be allowed on school property. However, no devices will be allowed on school property unless and until the Superintendent or his designee separately authorizes the presence of such devices, and only within the grade levels authorized by the Superintendent or his designee. In the absence of such guidance from the Superintendent, students will comply with Policy P9-20.1. The Superintendent will develop appropriate regulations to ensure compliance with the objectives of this policy. These regulations will identify conditions under which students can use devices while on school property, including school buses, and/or off school property at school-sponsored events. Such procedures shall be established in accordance with local, state, and federal requirements.

Students – Policy on Electronic Devices

A. Possession and Use of Devices

Upon authorization of the Superintendent or his designee, students may possess devices on school premises for specific educational purposes and may use these devices under the direct supervision of a professional staff member. The following stipulations apply:

1. Student use of a device requires consent of the student and the parent/guardian by signing an appropriate form indicating that the student and parent/guardian have received, read, understand, and agree to abide by all applicable policies and guidelines (see page ii).
2. All devices are to be used only for supporting research and education as well as promoting the educational objectives of Chesapeake Public Schools and are not to be used for other purposes unrelated to curricular goals. This would include making or receiving calls or texting.
3. The use of a device during state or standardized testing is strictly prohibited.
4. The use of a device on school property, including school buses, and/or off school property at school-sponsored events, carries no right or expectation of privacy. CPS reserves the right to monitor, review, and restrict the use of any device. The contents of the equipment are subject to review at any time, for any lawful reason, consistent with the policies of the School District and applicable law.
5. Devices used on school property, including school buses, and/or off school property at school-sponsored events, are also subject to Policy 6-36, Acceptable Telecommunications and Internet Use.
6. All material on the device and accessed on school property, including school buses, and/or off school property at school-sponsored events, must comply with the educational objectives of Chesapeake Public Schools.
7. All use of devices must otherwise comply with all School District policies.
8. All devices must have cellular and network capabilities disabled (turned off) during the instructional day.
9. All devices must be used at appropriate times in accordance with teacher instruction. A device must not be a distraction or disruption for the student or others.
10. If a device is a distraction or disruption on a school bus, the bus driver may require the device be put away.
11. Students are responsible for knowing how to properly and effectively use their devices. The School District will not provide any means of support for any device.
12. Students are responsible for appropriate use and non-use of their devices at all times.
13. Use of any device in the classroom is up to the discretion of the teacher. Use of any device is a privilege, not a right. The teacher may request at any time that the device be turned off and put away. Failure to do so may result in disciplinary action.
14. Sound should be muted unless the teacher grants permission for use of sound associated with the instructional activities.
15. Building level administration will determine when, where, and how devices may be used on school property, including school buses, and/or off school property at school-sponsored events.
16. Building level administration reserve the right to determine the appropriateness of a device itself or a student’s use of a device.

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17. Unauthorized audio or video recording is prohibited. Voice, video, and image capture applications may only be used with prior teacher permission and for a specific instructional purpose.

18. Establishment of a wireless ad-hoc or peer-to-peer network using a device or any other wireless device while on school property, including school buses is prohibited. This includes but is not limited to using a privately-owned electronic device as a cabled or wireless hotspot.

B. Fiscal Responsibility
Cheapeake Public Schools assumes no responsibility in any circumstance for loss, destruction, damage, theft, or charges made on monthly statements for any device. Students will be responsible for locating any lost/stolen items and for other expenses accrued to their device accounts.

C. Data Responsibility
Cheapeake Public Schools assumes no responsibility for any data contained on any device.

D. Misuse of the Device
1. Any action that is disruptive of the educational process will be subject to disciplinary action, up to and including suspension and/or expulsion, and/or legal action.
2. Any action that includes the initiation and/or passing on of threats against persons or property will be subject to disciplinary action, up to and including suspension and/or expulsion, and/or legal action.
3. Violations of these Guidelines may result in confiscation of the device, suspension, and/or termination of the privilege to bring a device to school.
4. Violations may also result in appropriate school disciplinary action, up to and including suspension and/or expulsion, and/or legal action.

PROSECUTION OF JUVENILES AS ADULTS FOR CERTAIN CRIMES

22.1-279.4 - CODE OF VIRGINIA

The following information has been developed by the Office of the Attorney General regarding the prosecution of juveniles as adults:

School Boards shall provide information developed by the office of the Attorney General to students regarding laws governing the prosecution of juveniles as adults for the commission of certain crimes. Methods of providing such information may include, but not be limited to, public announcements in the schools, written notification to parents, publication in the student conduct manual, and inclusion in those materials distributed to parents pursuant to § 22.1-279.3.

The following information in question and answer format provides the notice required by this section of the Code:

Who is a juvenile? Section 16.1-228 of the Code of Virginia defines a juvenile as “a person less than 18 years of age.” Section 16.1-269.1 of the Code permits juveniles, 14 years of age or older at the time of an alleged offense, to be prosecuted as adults for specific crimes under certain circumstances. This process is called a transfer to the appropriate circuit court for trial as an adult.

How is the age of the juvenile calculated? Section 16.1-241 of the Code of Virginia provides that for the purpose of transferring a juvenile to circuit court for trial as an adult, the child must have been age 14 or older at the time of the offense.

Under what circumstances does the law permit the transfer of juveniles for trial as adults? The Code of Virginia permits the transfer of juveniles for trial as adults under three specific circumstances. Following is a description of each circumstance and the procedure that is followed in order to determine whether the student is transferred to circuit court.

Circumstance #1
A transfer can occur when a juvenile, who is age 14 or older at the time of the offense, is charged with a crime which would be a felony if committed by an adult (§ 16.1-269.1 A. of the Code of Virginia). Offenses are either felonies or misdemeanors. Those offenses that are punishable by confinement in a state correctional facility or death are felonies; all other offenses are misdemeanors. Felonies are classified for the purposes of punishment and sentencing into six classes. The authorized punishments for conviction of a felony are as follows:

- Class 1 felony — death if the person convicted was 18 years of age or older at the time of the offense and is not determined to be mentally retarded and a fine of not more than $100,000. If the person was under 18 years of age at the time of the offense or is determined to be mentally retarded, the punishment shall be imprisonment for life or imprisonment for life and a fine of not more than $100,000.
- Class 2 felony — imprisonment for life or for any term not less than twenty years or imprisonment for life or for any term not less than twenty years and a fine of not more than $100,000.
- Class 3 felony — a term of imprisonment of not less than five years nor more than twenty years or a term of imprisonment of not less than five years nor more than twenty years and a fine of not more than $100,000.
- Class 4 felony — a term of imprisonment of not less than two years nor more than ten years or a term of imprisonment of not less than two years nor more than ten years and a fine of not more than $100,000.
- Class 5 felony — a term of imprisonment of not less than one year nor more than ten years, or in the discretion of the jury or the court trying the case without a jury, confinement in jail for not more than twelve months and a fine of not more than $2,500, either or both.
- Class 6 felony — a term of imprisonment of not less than one year nor more than five years, or in the discretion of the jury or the court trying the case without a jury, confinement in jail for not more than twelve months and a fine of not more than $2,500, either or both. (§§ 18.2-9 and 18.2-10 of the Code of Virginia)

In this circumstance, the Commonwealth’s Attorney’s office makes a formal request to the judge of the juvenile court for the juvenile to be transferred to the circuit court. The juvenile court holds a transfer hearing and may retain jurisdiction or transfer the juvenile to the appropriate circuit court for criminal proceedings. Any transfer to the circuit court is subject to the following conditions: (1) notice; (2) probable cause to believe that the juvenile committed the alleged delinquent act or a lesser included delinquent act; (3) the juvenile is competent to stand trial; and, (4) the juvenile is not a proper person to remain within the jurisdiction of the juvenile court.

The decision regarding whether the juvenile is not a proper person to remain within the jurisdiction of the juvenile court is based upon, but not limited to, the following factors:

- The juvenile’s age
- The seriousness and number of alleged offenses
- Whether the juvenile can be retained in the juvenile justice system long enough for effective treatment and rehabilitation
- The appropriateness and availability of the services and dispositional alternatives in both the criminal justice and juvenile justice systems needed by the juvenile
- The record and previous history of the juvenile in the jurisdiction where the alleged crime occurred or in other jurisdictions
- Whether the juvenile has escaped from a juvenile correctional entity in the past
- The extent, if any, of the juvenile’s degree of mental retardation or mental illness
- The juvenile’s school record and education
- The juvenile’s mental and emotional maturity
- The juvenile’s physical condition and maturity
Circumstance #2
A transfer can occur when a juvenile 14 years of age or older is charged with an offense which would be a felony if committed by an adult. (§ 16.1-269.1 C of the Code of Virginia)

In this circumstance, transfer is requested at the discretion of the Commonwealth’s Attorney. If the Commonwealth’s Attorney wishes to transfer the juvenile for trial as an adult, the juvenile court holds a preliminary hearing to determine whether there is probable cause to believe the juvenile committed the alleged delinquent act. Upon a finding of probable cause, the juvenile is transferred for prosecution as an adult. (§16.1–269.1 C of the Code of Virginia)

Circumstance #3
A transfer occurs when a juvenile 14 years of age or older at the time of the alleged offense is charged with capital murder, first or second degree murder, lynching or aggravated malicious wounding. (§ 16.1-269.1 B of the Code of Virginia)

Transfer under this circumstance is automatic. Whenever a juvenile 14 years of age or older is charged with capital murder, first or second degree murder, lynching or aggravated malicious wounding, he or she must be tried as an adult. The juvenile court holds a preliminary hearing to determine whether there is probable cause to believe the juvenile committed the alleged delinquent act. Upon a finding of probable cause, the juvenile is transferred for prosecution as an adult. (§ 16.1-269.1 B of the Code of Virginia)

If a juvenile is transferred for prosecution as an adult on one offense, what happens if he or she has also been charged with other offenses? If any one charge is transferred, all other charges of delinquency arising out of the same act will be transferred. (§ 16.1-269.6 of the Code of Virginia)

Does the transfer impact subsequent alleged criminal offenses? Yes. Once a juvenile is convicted of a crime as an adult in circuit court, all subsequent alleged criminal offenses of whatever nature, will be treated as adult offenses and no transfer hearing will be required. (§ 16.1-269.6 of the Code of Virginia)

What happens when an adult is sentenced for a crime he or she committed as a juvenile? When the juvenile court sentences an adult who has committed, before attaining the age of 18, an offense which would be a crime if committed by an adult, the court may impose a penalty up to a maximum of 12 months in jail and/or a fine up to $2,500. (§ 16.1-284 of the Code of Virginia)

What can happen if a juvenile is tried as an adult? There are significant differences between a juvenile being tried as a juvenile and a juvenile being tried in the circuit court as an adult. In the juvenile system, a juvenile is given added protections because of his or her youth. First, records pertaining to the charge and adjudication of delinquency are confidential and may not be available to the public unless the crime was a felony. Second, if the adjudication is for a misdemeanor, the juvenile court record is expunged when the juvenile reaches the age of majority and is considered an adult. Third, a juvenile who is adjudicated delinquent remains in the juvenile system where a judge has discretion in the determination of the punishment or consequences to be imposed. In the juvenile system, the emphasis is on treatment and education.

In contrast, if a juvenile is prosecuted as an adult the issues and information related to the charge and the conviction of a crime are part of the public record. Because the information becomes an adult criminal record, it is not expunged when the juvenile reaches the age of 18. Additionally, the judge does not have the same discretion in sentencing. The judge in circuit court must impose at least the mandatory minimum sentence that is prescribed in sentencing guidelines. The circuit court does have the discretionary power to commit the juvenile to the juvenile system even if prosecuted as an adult.

PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA) NOTIFICATION

PPRA affords parents and students who are under 18 or emancipated minors (“eligible students”) certain rights regarding the conducting of surveys, the collection and use of information for marketing purposes, and the administration of certain physical exams. These include the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education —
  1. Political affiliations or beliefs of the student or student’s parent;
  2. Mental or psychological problems of the student or student’s family;
  3. Sex behavior or attitudes;
  4. Illegal, anti-social, self-incriminating, or demeaning behavior;
  5. Critical appraisals of others with whom respondents have close family relationships;
  6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
  7. Religious practices, affiliations, or beliefs of the student or parents; or
  8. Income, other than as required by law to determine program eligibility.

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

- Inspect, upon request and before administration or use —
  1. Protected information surveys of students;
  2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  3. Instructional material used as part of the educational curriculum.

Chesapeake Public Schools has developed and adopted a policy and regulations, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Chesapeake Public Schools will directly notify parents and eligible students of these policies at least annually at the start of each school year and after any substantive changes. Chesapeake Public Schools will also directly notify parents and eligible students, at least annually at the start of each school year of the specific or approximate dates of the following activities and provide an opportunity to opt a student out of participating in:

- Collection, disclosure, or use of personal information for marketing, sales, or other distribution;
- Administration of any protected information survey not funded in whole or in part by U.S. Department of Education; and
- Any non-emergency, invasive physical examination, or screening as described above.
Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

RECORD DESTRUCTION

Chesapeake Public Schools will be destroying short-term retention documentation from official student records of students who graduated or left Chesapeake Public Schools in 2015-2016. Documents (including special services, special education, health files) may be removed and shredded. If you would like copies of these records from your child’s file, please call the school from which your child left by June 1, 2021. If we do not hear from you by this date, the records will be destroyed. Long-term documents will be retained as required by the Library of Virginia.

The Library of Virginia’s record retention and disposition schedule can be found at: http://www.lva.virginia.gov/agencies/records/sched_local/index.htm

RESIDENCY

Any person who knowingly makes a false statement concerning the residency of a child, as determined by §22.1-3, in a particular school division or school attendance zone, for the purposes of (i) avoiding the tuition charges authorized by §22.1-3 or (ii) enrollment in a school outside the attendance zone in which the student resides, shall be guilty of a Class 4 misdemeanor and shall be liable to the school division in which the child was enrolled as a result of such false statements for tuition charges, pursuant to §22.1-3, for the time the student was enrolled in such school division.

SCHOOL-BASED SCREENING PROGRAMS

Chesapeake Public Schools will, in accordance with state and local regulations conduct speech-language, hearing, vision, and motor development screening programs. The speech, language, motor development, hearing, and vision are all vital in ensuring school success. All newly enrolled students who have not previously been screened will have hearing and vision screenings. Also, speech-language and motor screening will be completed on all newly enrolled students through grade three. To complete this requirement, Chesapeake Public Schools will these aforementioned screenings during the first few months of school. In addition, vision and hearing screenings will be assessed on all students in grades K, 3, 7, and 10. Vision will also be screened for those in grade 5.

The speech pathologist, school nurse, clinic assistant, and other appropriate school personnel will complete these screenings. The screenings for grades K, 3, and 5 will be supported through the services of the local branch of the Lion’s Club International. It is through this screening process that potential problems can be identified and addressed prior to any adverse effect on school performance.

Parents/Guardians will be notified of the screening process results only if the need for further evaluation is indicated. Students may be exempt if parents object on religious grounds and the student shows no evidence of any defect or disease of the eyes or ears (Code of Virginia 22.1-273). Parents/Guardians may request a vision and/or hearing screening at any time. If teachers request a vision and/or hearing screening and the student is not in a screening year, written parental permission must be obtained. If you have any specific questions related to this information, you may contact the school nurse assigned to your child’s school.

SCHOOL COUNSELING PROGRAM ANNUAL NOTIFICATION

The Chesapeake School Board affirms that parents are the student’s first teachers and that the public schools should serve to strengthen family and parental support. Pursuant to the Standards of Quality, school counseling services will be made available to all students enrolled in Chesapeake Public Schools. For the purposes of this policy, the following descriptions apply:

a) Academic Development - Academic school counseling assists students and their parents to acquire knowledge of the curricula choices available to students, to plan a program of studies, to arrange and interpret academic testing, and to seek post-secondary academic opportunities.

b) Career - Career school counseling assists students and their parents to acquire information and plan action about work, jobs, apprenticeships, and post-secondary educational and career opportunities.

c) Personal/Social Counseling - Personal/Social school counseling assists students to develop an understanding of themselves, the rights and needs of others, and how to resolve conflict and to define individual goals, reflecting their interests, abilities, and aptitudes.

Parents may review materials to be used in school counseling programs at their child’s school by making a request to the school principal or their child’s school counselor. The principal or school counselor will schedule an appointment for the parent to review the materials. In addition to this annual notification, information concerning school counseling activities will be provided to parents by such means as parent bulletins, school calendars, or school newsletters. Parents may elect in writing to have their child not participate in structured individual or small group multi-session school counseling in the personal/social domain. Parents who consent to their child’s participation in school counseling may withdraw consent by providing written notification to the school principal or designee. Parental permission is not required for short duration personal/social school counseling which is needed to maintain order, discipline, or a productive work environment, or to assist a child in crisis. Parents are encouraged to contact the school principal or school counselor regarding the school counseling program offered at their child’s school.

SCHOOL INSURANCE

The student accident insurance information including the application and prices can be found online at http://markel.sevencorners.com. You may also call 1-877-444-5014 to enroll or if you have any questions.

SCHOOL PRANKS

A school prank is considered a “practical joke” pulled at school or a school event by a student or group of students against another student, teacher, or school property; usually with the intent to produce a humorous outcome or suffering at the expense of another student, teacher, or the school. A school prank includes the willful and malicious act to deface, damage, or destroy school property. Since the set-up or deception usually reveals a victim, the school prank is; therefore, considered an intent to make the other student, teacher, or school appear inferior or victimized. If a prank produces sufficient emotional or physical injury, the act may be legally treated as assault. Such assault may include sexual harassment or a violent crime.

Any student found to be involved in any school prank will be subjected to disciplinary action, including expulsion, criminal prosecution, and banishment from school property. Students may also

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be financially liable to the fullest extent of the laws of the Commonwealth of Virginia and School Board policy for any damage incurred.

Seniors are reminded that, in addition to the above possible disciplinary sanctions, eligibility for graduation may be revoked or delayed and participation in senior activities and graduation ceremonies may be denied.

SCHOOL RESOURCE OFFICER PROGRAM

The goal of the School Resource Officer (SRO) Program is to improve cooperation between the police and schools in preventing delinquency and crime. The duties of a SRO are to: act as an advisor to students apart from or in conjunction with school personnel; maintain contact with parents/guardians of students exhibiting antisocial behavioral patterns; solicit assistance from parents/guardians in maintaining avenues of communication; act as an instructor before various schools, groups, and classes, explaining the reasons for pertinent laws, their meaning, consequences of violations, and the police function; make appearances before various community organizations to demonstrate police concern with the prevention of delinquency; and work with school personnel and the law enforcement agencies of the community in bridging the gap that often impedes the efforts of all organizations in effectively carrying out mutual responsibilities to the youth of the area. Written guidelines indicate that the SRO does not assume authority in matters of student discipline when it involves school policies governing behavior. In matters which constitute both a violation of school rules and regulations as well as law violations, however, the SRO may investigate and charge for the law violations.

SCHOOL QUALITY PROFILES

What are School Quality Profiles?

According to the Virginia Department of Education, School Quality Profiles are a new way to look at the performance of Virginia’s public schools and factors that can impact student learning and achievement. School Quality Profiles were developed by the state Board of Education in response to the 2015 Virginia General Assembly, which directed the board to redesign online reports for schools and school divisions to more effectively communicate to parents and the public about the status and achievements of Virginia’s public schools. School Quality Profiles are available for all schools, school divisions, and for the state. To find your child’s School Quality Profile and the Profile for Chesapeake Public Schools use the following link: http://schoolquality.virginia.gov/

SCHOOL SAFETY AND EMERGENCY PREPAREDNESS

With more and more school violence happening throughout the country, we realize that our parents, staff, and school community as a whole are thinking about the school safety precautions in our schools. We want to reassure you that our number one priority is the safety and security of our students and employees. The safety efforts that are in place at each of our schools are developed in conjunction with the Chesapeake Police and Fire Department. Together, we have been very proactive in our approach to school safety for students and staff throughout the school district. While it is important not to expose to the public every safety measure that is set in place, we feel it is important that you understand some of the relevant safety plans that are continually reviewed and updated throughout the school year. For example, each school is required to draft a Safe Schools and Crisis Plan. This plan addresses a variety of crisis situations such as lockdowns, fire drills, bomb threats, etc. While we certainly hope that initiating our emergency measures will never be necessary, we continue to review our safety practices and procedures, and communicate the importance of safety to our students and staff. Students and staff are required by the State to practice mandatory lockdown drills four times a year with two drills taking place during the first 20 days of school. The third drill is conducted anytime during the first semester, and the fourth is conducted anytime during the second semester. One of the three drills conducted in the fall is a level-three lockdown drill that is completed in partnership with the Chesapeake Police and Fire Department. After the drill, a debriefing session is held to allow members of each organization the opportunity to provide feedback, citing any areas in need of improvement.

During the 2017-18 SY, we began requiring all school doors to be locked during the instructional day. To gain access visitors must ring the door buzzer and present identification that is processed by the school and school divisions. All visitors are required to present identification that can be verified at the office before being allowed into the school. A visitor access application must also be completed to gain access to the school.

Additionally all of our schools have security cameras and school security monitors. These security monitors participate in table-top training through the Department of Criminal Justice Services. Our Supervisor of Safety along with members from the Office of Student Conduct and Support also participate in reunification training through the Department of Criminal Justice Services. In addition, we have 18 School Resource Officers assigned by the Chesapeake Police Department on site each day specifically to monitor and provide support to our schools.

Lastly, we ask parents to take time to remind your children that it is important that students, staff, and parents work together in keeping our schools safe. If they “hear something” or “see something” of concern, they should “say something” either to their parent, teacher, counselor, administrator, or another adult. We realize that many people use social media to communicate; however, postings on social media sites have not been vetted as factual and oftentimes incites rumors, panic and hinders serious attempts to decipher fact from fiction. Contacting a school administrator directly or utilizing the tipline that can be found on the CPS website and all school websites or the 24-hour hotline for the Chesapeake Police Department at 757-382-6161 are the best methods for relaying information regarding school safety.

Again, please know that the commitment to the safety of our students, employees, and visitors is always our top priority. We appreciate your continued support.

SCHOOL ZONING

Students are expected to attend the schools zoned for their parents’ or guardians’ address. School Board Policy P9-10 paragraph E states, “...nonresident students may not attend Chesapeake Public Schools.”

Chesapeake Public Schools will inform the Commonwealth’s Attorney of any violation of the Code of Virginia 22.1-264.1. 22.1-264.1.

Misdemeanor to make false statements as to school district or attendance zone residency; penalty;

Any person who knowingly makes a false statement concerning the residency of a child, as determined by §22.1-3 in a particular school district or school attendance zone, for the purposes of (i) avoiding the tuition charges authorized by 22.1-5 or (ii) enrollment in a school outside the attendance zone in which the student resides, shall be guilty of a Class 4 misdemeanor.

Punishment for conviction of a misdemeanor: The authorized punishment for conviction of a Class 4 misdemeanor is a fine of not more than $250.00.

SCOLIOSIS SCREENINGS

Just What is Scoliosis?

Everyone’s spine has natural curves. These curves round our shoulders and make our lower back curve slightly inward. Some people have spines that also curve from side to side. These curves cannot be corrected simply by learning to stand up straight. This condition of side-to-side spinal curves is called scoliosis. Scoliosis affects a small percentage of the population. The cause is virtually
unknown, usually developing in middle or late childhood. Warning signs such as uneven shoulders, prominent shoulder blades, uneven waist, elevated hips, or leaning to one side for example. **Early detection** is important so a student’s pediatrician or physician can monitor curve progression. **Only a physician** can accurately diagnose scoliosis. Early detection is most important for successful treatment. The goal of the treatment is to stop the deformity. If left untreated scoliosis can cause problems with heart and lung functions. Treatment of scoliosis, once diagnosed, depends upon the cause and severity of the deformity. Treatment may include close observations, exercise, bracing, electrical stimulation, surgery, or a combination of these. Additional information on scoliosis can be obtained from your family physician and the school nurse.

**SEARCH AND SEIZURES**

School administrators have the authority to search a student, a student’s personal property, a student’s vehicle, and/or a student’s locker when a reasonable suspicion exists that prohibited, illegal, stolen, or dangerous articles are contained on a student, in a student’s property, or in the locker assigned to a student. School officials may seize any illegal or unauthorized articles discovered in the search. Unauthorized articles may be defined as any items dangerous to the health or safety of students or school personnel, disruptive of any lawful function, mission, or process of school, or any items described as unauthorized by individual schools. If illegal substances or objects are found in a search, law enforcement officers shall be notified.

Students, parents, and visitors entering a school may be subject to periodic, unannounced metal detector screening. Student lockers, school parking lots, and classrooms, once students are removed, may be subject to periodic, unannounced searches by trained drug-detection canines.

Strip searches are discouraged except in cases where there is an imminent threat of death or great bodily injury to the student or another person or persons.

**SECTION 504**

Should you have any questions concerning the application of Section 504, please direct them to the school district’s Section 504 Coordinator at: 2107 Liberty Street, Chesapeake, VA 23324 • 757-494-7600.

**SECURITY AND SURVEILLANCE CAMERAS**

Security/Surveillance cameras are installed in each Chesapeake public school and on school buses to promote safety and monitor student behavior. While the cameras record activity in certain areas of the school building and grounds, these cameras do not cover all areas and are not constantly monitored.

Video and audio recordings are retained for a limited period of time and are normally viewed only by school personnel who have a specific need to do so. The School District will consider request from parents and/or guardians to view and/or hear recordings on a case by case basis in compliance with applicable law.

In a circumstance where a recording becomes part of the educational record of a student, it would normally be a violation of that student’s FERPA rights (see “Student Records Rights”) for the parents of a different student to view or listen to the recording. In circumstances where an incident involves more than one student’s educational record consideration will be given to sharing the recording with the parents of each student who is involved.

**SEIZURE MANAGEMENT GUIDELINES**

Information on seizures can be found at the following website: [http://www.doe.virginia.gov/support/health_medical/seizure_management.pdf](http://www.doe.virginia.gov/support/health_medical/seizure_management.pdf).

**SEX OFFENDER AND CRIMES AGAINST MINORS REGISTRY**

During the 2006 session of the General Assembly, the Code of Virginia was amended to require that “Local school boards shall develop and implement policies to advise the parent of each student enrolled in the school district of the availability of information in the Sex Offender and Crimes Against Minors Registry and the location of the Internet website.” Every volunteer who comes into contact with our students will be screened in the registry. This will include parent volunteers as well as volunteers from outside groups.

Parents can access the Sex Offender and Crimes Against Minors Registry at [http://sex-offender.vsp.virginia.gov](http://sex-offender.vsp.virginia.gov)

**STUDENT RECORDS – RIGHTS**

In compliance with the Family Educational Rights and Privacy Act (FERPA), Chesapeake Public Schools (CPS) provides annual notification to parent(s)/guardian(s) or eligible student concerning their rights in the maintenance and disclosure of student records. Copies of the CPS policy on student records may be obtained from the principal of the school the student attends or on the District’s website: [www.cpschools.com](http://www.cpschools.com).

I. The policy provides that an educational record for each student be maintained. Each record may include:

A. Directory information, which FERPA defines as information contained in the education records of a student that would not generally be considered harmful or an invasion of privacy if disclosed. CPS has designated the following information as directory information:

   a. Student’s name
   b. Address
   c. Telephone listing
   d. Email address
   e. Photograph
   f. Participation in officially recognized activities and sports (points scored/school records)
   g. Weight and height of members of athletic teams
   h. Degrees, honors, and awards received
   i. The most recent educational agency or institution attended
   j. Grade level
   k. Dates of attendance

B. Cumulative records of significant factual information regarding the personal growth and educational progress of individual students.

C. Confidential and sensitive information written by CPS employees or received from the records of other schools or agencies.

II. The principal or designee is responsible for maintaining student records. The records are located primarily in the office of the local school. Copies of designated records for special education students are located in Central Files at Edwards-Wilson Center.
III. Parent(s)/guardian(s) or eligible student has the right to access and inspect the student’s record. Requests for access or copies should be made in writing to the student’s school principal. Requests will be granted as soon as possible, but within forty-five (45) calendar days after the receipt of the request. The parent(s)/guardian(s) or eligible student may request copies of items in the student’s scholastic records. A fee for copying scholastic record data may be charged, provided that the fee does not exceed the actual cost of reproduction.

IV. It is the policy of CPS to maintain the confidentiality of student records. Records will not be disclosed without written consent of the parent(s)/guardian(s) or eligible student, except as provided by law. Student records may be disclosed without consent to the following:
   A. Professional school personnel, as well as some contractors, consultants, and who have a legitimate educational interest in the records, shall have access to student records.
   B. A school to which a student is transferring.
   C. Specified officials, for audit, evaluation, financial aid, or accrediting purposes.
   D. Organizations conducting studies on behalf of the schools.
   E. Appropriate officials in case of a health or safety emergency.
   F. State and local authorities within the juvenile justice system, in accordance with state law.
   G. To comply with a judicial order or lawfully-issued subpoena.

V. From time to time, school districts receive requests for student directory information from outside persons and entities. Examples include legislators who want to send congratulatory letters, external organizations with whom CPS has contractual agreements (e.g., yearbook, class rings, senior photos), and scholarship opportunities.

VI. Under federal law, the name, address, and telephone listing of a student must be provided to military recruiters, upon request, unless parent(s)/guardian(s) or eligible student have advised CPS that they do not want the student’s information disclosed without prior consent. §20 U.S.C. 7908; §9528 ESEA (part of the Elementary and Secondary Education Act, also known as the No Child Left Behind Act of 2001).

VII. If the parent(s)/guardian(s) or eligible student believes that information found in the scholastic record of the student is inaccurate, misleading, or violates the privacy or other rights of the student, the parent(s)/guardian(s) or eligible student may challenge the questionable contents. The parent(s)/guardian(s) or eligible student may contact the school principal to receive a document describing the procedure for requesting an amendment to a student’s scholastic record. In addition, the parent(s)/guardian(s) or eligible student may file a complaint with the FERPA office concerning an alleged failure by the school system to comply with FERPA.

VIII. In compliance with §42.1-82, Code of Virginia, CPS follows the guidance of the Virginia State Library and Archives (VSLA) prior to destroying any public school records. The majority of a student record typically is maintained for five (5) years after a student graduates from a secondary school, completes a program adopted by the Board of Education, or leaves school.

### STUDENT RIGHTS AND RESPONSIBILITIES

Parents and guardians enrolling a student must provide the following:
- a sworn statement as to whether or not the student has been expelled or is under threat of expulsion for any offense including one involving drugs, weapons, or willful injury to someone else, and
- a sworn statement as to whether or not the student has been found guilty of or adjudicated delinquent for any offense listed in subsection G of the Code of Virginia 16.1-260 or any substantially similar offense under the laws of any state, the District of Columbia, or the United States or its territories.

### EDUCATION

Right - Students have the right to a free and appropriate public education unimpared because of gender, race, religion, national origin, disabling conditions, or intellectual ability. This public education right begins with kindergarten and extends through the twelfth grade and is guaranteed by the Constitution of Virginia. Students with disabilities who have an individualized education program are entitled to a free and appropriate education until the age of 21, inclusive, pursuant to Article 2 (§22.1-213 et seq.) of Chapter 13. General education students who have not reached 20 years of age on or before August 1st of the school year are entitled to a free and appropriate education, pursuant to Chapter 1 (§22.1-1 et seq.).

Responsibility - Students have the responsibility to attend school regularly, make a conscientious effort in classroom work, and conform to school rules and regulations. Students also have the responsibility to avoid actions or activities, individually or in groups, which interfere with the right of any other person to receive a public education.

### ENVIRONMENT

Right - Students have a right to a safe and orderly school and classroom environment which is conducive to learning.

Responsibility - Students have the responsibility to ensure that their actions do not disrupt the classroom or school activities and that they abide by the laws of the United States, Virginia, and the City of Chesapeake, as well as the regulations and policies of the Chesapeake School Board and the individual school.

### RESPECT

Right - Students have a right to expect and receive courtesy, fairness, and respect from members of the school staff and other students.

Responsibility - Students have the responsibility to respect the rights and authority of teachers, administrators, and all others included in the educational process. Students have a responsibility to respect each other.

### PROPERTY

Right - Students have a right to expect that other students and school personnel will respect their personal property.

Responsibility - Students have the responsibility to respect the personal property rights of other students, teachers, and administrators as well as the public’s property, including equipment, buses, and school buildings.

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PARTICIPATION

Right - Students who comply with all rules and regulations have a right to participate in school activities.
Responsibility - Students have a responsibility to comply with all rules and regulations for student behavior at all school functions.

EXPRESSION

Right - Students have the right to exercise freedom of expression, through appropriate channels, including the right to address policies publicly, privately, in writing, or orally. Students may advocate change in any law, policy, or regulation.
Responsibility - Students have a responsibility to see that their expressions do not interfere with the educational program. Students have a responsibility not to use profane, obscene, slanderous, ethnically derogatory, or libelous statements; not to use disruptive tactics; and not to advocate violation of the law or school regulations.

APPEAL

Right - Students and their parents have the right to appeal policies both publicly and privately, in writing and orally, through appropriate channels. Students may advocate change in a law, policy, or regulation that is considered not to be in their best interest.
Responsibility - Students and their parents who believe that conditions of the school or decisions made by school staff members are not in their best interest and wish to appeal have the responsibility of presenting these complaints to the teacher or school administrator, who shall make himself/herself available or schedule an appointment to hear these complaints. If a student or a parent is not satisfied that a complaint previously presented has been resolved satisfactorily, a meeting may be requested with the student, parent, and principal. The student or the parent who continues to feel that the matter has not been resolved satisfactorily may contact the Office of Student Conduct and Support.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance will be recited in the schools and at many school activities. Students have the right to refrain from participation in the Pledge of Allegiance but may not interfere with the rights of others to participate in the Pledge of Allegiance.

SCHOOL BOARD POLICY MANUAL

The Clerk of the Board maintains a printed copy of the School Board Policy Manual for public use. Please contact the Clerk at (757) 547-1047 or visit the office located at 312 Cedar Road. The School Board Policy Manual can also be accessed through the School District website: www.cpschools.com.

TARDIES

Parents of students who are excessively tardy to school are in violation of the Code of Virginia 22.1-265, “Inducing children to absent themselves” and may be referred to Court Services.

TDAP IMMUNIZATION REQUIREMENT FOR 7TH GRADERS

The Code of Virginia, 32.1-46, requires “a minimum of three or more properly spaced doses of acellular pertussis vaccine. One dose shall be administered on or after the fourth birthday. A booster dose shall be administered prior to entry into the seventh grade.” Documentation is required to be submitted before the first day of class or the student will not be permitted to attend. Please call Health Services at 757-494-7628, if you have any questions.

TEXTBOOKS

Textbooks are provided for student use free of charge. Students will be responsible for payment of recovery costs relative to the loss or damage of books. Parents who want to purchase additional textbooks for personal use are encouraged to utilize online retailers and used bookstores. Search engines such as Yahoo, Google, or websites such as Amazon.com or addall.com are among the many Internet resources used to locate new or used textbooks. Be sure to use the textbook’s ISBN number found in the front of the book to ensure you purchase the correct edition. For additional information, parents may call 547-1470.

TORNADO INFORMATION

SAFE SCHOOLS AND CRISIS MANAGEMENT PLAN

The purpose of this plan is to develop for the Chesapeake Public Schools a framework within which each school can prepare for the threat of a tornado strike. Tornados are quite a different weather threat where time of preparation can be very limited or nonexistent. Therefore, the thrust of preparation and training for a tornado strike will be within each local school unit. The decision-making responsibilities for tornado preparedness will have to come initially from within each local school. Timing is of essence in tornado preparedness; therefore, special weather alert radios have been purchased for each school to have available. The National Weather Service activates these radios when watches and/or warnings are issued due to impending weather threats. These radios will provide each school with access to the most up-to-date weather information during tornados, hurricanes, thunderstorms, winter storm watches, etc., or whenever current weather information is needed.

Each teacher is provided with a poster to be displayed in each classroom containing general information on tornados and directions to follow to prevent or reduce injury or loss of life. This tornado poster should be displayed adjacent to the Fire Drill Poster in each classroom.

TORNADO WATCH

Tornado Watches are not Tornado Warnings. Watches are issued to alert persons to the possibility of tornado development in a specified area, for a specified period of time. Until a tornado warning is issued, persons in watch areas should not interrupt their normal routines except to watch for threatening weather. When a watch is declared, all schools should be in an ALERT STATUS which means that all school personnel should be aware of the potential bad weather and be alert. Students and faculty should be prepared to take cover immediately if weather conditions become increasingly severe.
TORNADO WARNING
Tornado Warnings are issued when a tornado is imminent. Warnings indicate the location of the tornado at the time of detection, the area through which it is expected to move, and the time period during which the tornado will move through the affected area. Under a warning condition, it is recommended that all schools be prepared to move into the Drill Status. Drill Status means that all school personnel and students should move to the designated locations and assume the safety positions as called for in the local plan.

The principal of each school will exercise judgment in determining if present or anticipated weather conditions warrant movement to Drill Status.

Once Drill Status is declared by the principal, all students should be moved to the area designated for their class and sit facing away from the ends of corridors or windows. Once danger appears eminent, it is recommended that students draw knees to chest, with head down, with the protection of hands, clothing or a book on the back of the head and neck as illustrated on the poster. Protect students nearest the external doors, from debris, with clothing or books if possible. Any extra wraps that they may have should be used to cover their arms and legs. In cases of limited shelter areas, two rows of students may be positioned against either wall in corridors, with a narrow, cleared aisle down the center (to maintain discipline).

BUS DISMISSAL DELAY PLAN
In the event of a tornado watch, buses will depart from each school and continue to operate in a normal fashion. In the event of a tornado warning, buses will not be permitted to depart. Should a bus delay occur, the Office of Student Transportation, as well as personnel in the School Administration Building will be notified at once.

The Chief Student Support Services Officer and/or the school principal/designee shall have the final-decision making authority regarding bus dismissal in the event of a tornado warning.

TRANSCRIPTS
School Transcript Request
The Family Educational Rights and Privacy Act of 1974 (FERPA) prohibits the dissemination of information from student records without the written consent of the student if he/she is 18 or older or the written consent of his/her parent if he/she is younger than 18. A transcript is the ONLY verification of educational/graduation that can be provided because diplomas are not kept as part of the permanent record. Current and former Chesapeake Public Schools students may obtain copies of their educational and/or health records using the following procedures for requesting records.

Current Students
Parents of students who are under 18 years of age (or eligible students) may obtain copies of education and/or health records directly from the school where the child is currently enrolled. There is a minimal fee to obtain student records. Current high school students who need a copy of their high school transcript for college applications shall use the district’s online service with Parchment, an academic records company. Student’s should use their Parchment.com account to request an electronic transcript to be sent to the participating institutions as requests by the student. Please allow up to fourteen day for this request.

TRUANCY
The Code of Virginia §22.1-254 requires all students to attend school regularly. Schools are required by §22.1-258 to refer students to truancy court after the student accumulates ten (10) unexcused absences. The court determines consequences on a case by case basis which could result in detaining the student or parent or removal of the child from the home. To ensure all excused absences enumerated in Chesapeake Public Schools Policy are properly documented, the parent/guardian should send a written note every time his/her student is absent from school within four (4) days of his/her return to school.

VALEDICTORIAN AND SALUTATORIAN
The determination of valedictorian and salutatorian will be based on the weighted grade point average at the end of the second semester of the senior year.

VIRGINIA INCOME STRATIFICATION
School Board Regulation R 4-8 and state code require uniformity of student fees across the district. Fees listed under “Level I” on the fee chart are the standard fee for the item listed. Families who seek a reduction in the Level I fee must make a written request to the principal and provide documentation of family income or other special circumstances related to the reduction request. The Income Stratification chart provides the parameters which will be used by the principal for requests for a reduction in the Level I fee.
### INCOME STRATIFICATION CHART

Effective July 1, 2020 — June 30, 2021

Based upon Child Nutrition Programs, Income Eligibility Guidelines — Department of Agriculture — Federal Register, May 20, 2019

<table>
<thead>
<tr>
<th>Household Size</th>
<th>Federal Poverty Guidelines Annual Income</th>
<th>Level II-Reduced Meal 185% Income Parameters</th>
<th>Level III-Free Meal 130% Income Parameters</th>
</tr>
</thead>
</table>

### Administrative

<table>
<thead>
<tr>
<th>Item</th>
<th>Level I</th>
<th>Level II</th>
<th>Level III</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calculator: Graphing</td>
<td>$88 - $125</td>
<td>$88 - $125</td>
<td>$88 - $125</td>
<td>FOIA and others - First 10 pages per request free; first copy IEP free</td>
</tr>
<tr>
<td>Calculator: Non-Graphing</td>
<td>$9 - $15</td>
<td>$9 - $15</td>
<td>$9 - $15</td>
<td>FOIA and others - First 10 pages per request free; first copy IEP free</td>
</tr>
<tr>
<td>Copies</td>
<td>$0.10</td>
<td>$0.05</td>
<td>$0.03</td>
<td>FOIA and others - First 10 pages per request free; first copy IEP free</td>
</tr>
<tr>
<td>Diplomas</td>
<td>Free</td>
<td>Free</td>
<td>Free</td>
<td>Graduating Student</td>
</tr>
<tr>
<td>Dual Enrollment</td>
<td>$45</td>
<td>$45</td>
<td>$45</td>
<td>Per Hour - Assistance available for students on Free and Reduced Meals</td>
</tr>
<tr>
<td>Goggles - Replacements</td>
<td>$10</td>
<td>$10</td>
<td>$10</td>
<td></td>
</tr>
<tr>
<td>NSF Fee</td>
<td>$25 Per Bank</td>
<td>$15 Per Bank</td>
<td>$10 Per Bank</td>
<td>Initial and replacements</td>
</tr>
<tr>
<td>Parking Permit/Decals High Schools</td>
<td>$25</td>
<td>$15</td>
<td>$10</td>
<td>Initial and replacements</td>
</tr>
<tr>
<td>Parking Fines</td>
<td>$25</td>
<td>$25</td>
<td>$25</td>
<td></td>
</tr>
<tr>
<td>Planners/Agendas Replacements</td>
<td>$5</td>
<td>$3</td>
<td>$2</td>
<td>Public Programs</td>
</tr>
<tr>
<td>Planetarium Fees</td>
<td>Free</td>
<td>Free</td>
<td>Free</td>
<td>Public Programs</td>
</tr>
<tr>
<td>Preschool - Reverse Mainstreaming</td>
<td>$600</td>
<td>$600</td>
<td>$600</td>
<td>Annually per child - $3.34 per day for 180 days</td>
</tr>
<tr>
<td>Transcripts - Official</td>
<td>$5</td>
<td>$5</td>
<td>$5</td>
<td>“Parchment” electronic copies</td>
</tr>
<tr>
<td>Transcripts - Unofficial</td>
<td>$2</td>
<td>$2</td>
<td>$2</td>
<td>“Parchment” electronic copies</td>
</tr>
<tr>
<td>Transportation - Field Trip - Limit 2 per School - 1st Trip Free</td>
<td>$65</td>
<td>$65</td>
<td>$65</td>
<td>Per Hour, Per Bus - Non-Title I Schools</td>
</tr>
</tbody>
</table>

### Adult Education

<table>
<thead>
<tr>
<th>Item</th>
<th>Level I</th>
<th>Level II</th>
<th>Level III</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABE/GED/ESOL</td>
<td>Free</td>
<td>Free</td>
<td>Free</td>
<td>Pre-Assessment Test - TABE/CASAS</td>
</tr>
<tr>
<td>ABE/GED/ESOL Courses</td>
<td>$20</td>
<td>$20</td>
<td>$20</td>
<td>Registration Fee - Per school year for all new and returning students</td>
</tr>
<tr>
<td>GED Test</td>
<td>$120</td>
<td>$120</td>
<td>$120</td>
<td>VA GED Test Fee (increase due to computer based assessment)</td>
</tr>
<tr>
<td>Networking A+ - Certification</td>
<td>$3.67</td>
<td>$3.67</td>
<td>$3.67</td>
<td>per instruction hour for Chesapeake resident</td>
</tr>
<tr>
<td>Special Interest Class</td>
<td>$7.35</td>
<td>$7.35</td>
<td>$7.35</td>
<td>per instruction hour for Non-Chesapeake resident</td>
</tr>
<tr>
<td>Gold Card Seniors</td>
<td>$15</td>
<td>$15</td>
<td>$15</td>
<td>Card for discounted class fee</td>
</tr>
</tbody>
</table>

2020-2021 Student Conduct Policy Guidelines - 23
### Chesapeake Career Center (CCC)

<table>
<thead>
<tr>
<th>Program</th>
<th>Cost 1</th>
<th>Cost 2</th>
<th>Cost 3</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auto Body</td>
<td>$90</td>
<td>$90</td>
<td>$90</td>
<td>Uniform and Boots</td>
</tr>
<tr>
<td>Automotive Tech</td>
<td>$90</td>
<td>$90</td>
<td>$90</td>
<td>Uniform and Boots</td>
</tr>
<tr>
<td>Certified Nursing Aide</td>
<td>$110</td>
<td>$110</td>
<td>$110</td>
<td>Uniforms (2), Stethoscope, Lab Jacket</td>
</tr>
<tr>
<td>CPR Fee</td>
<td>$10</td>
<td>$10</td>
<td>$10</td>
<td>CPR for Healthcare classes</td>
</tr>
<tr>
<td>Cosmetology I</td>
<td>$130</td>
<td>$130</td>
<td>$130</td>
<td>Uniforms and Mannequins</td>
</tr>
<tr>
<td>Cosmetology II</td>
<td>$130</td>
<td>$130</td>
<td>$130</td>
<td>Additional Mannequins for second year</td>
</tr>
<tr>
<td>Dental Assistant</td>
<td>$30</td>
<td>$30</td>
<td>$30</td>
<td>Uniform</td>
</tr>
<tr>
<td>Emergency Medical Tech</td>
<td>$170</td>
<td>$170</td>
<td>$170</td>
<td>Uniform, Boots, Watch</td>
</tr>
<tr>
<td>Firefighting</td>
<td>$120</td>
<td>$120</td>
<td>$120</td>
<td>Uniform, Boots, T-Shirt</td>
</tr>
<tr>
<td>HVAC</td>
<td>$100</td>
<td>$100</td>
<td>$100</td>
<td>OSHA Card, Uniform, Canvas Shoes</td>
</tr>
<tr>
<td>LPN I &amp; II - High Student</td>
<td>$280</td>
<td>$280</td>
<td>$280</td>
<td>ATI Test, Uniform</td>
</tr>
<tr>
<td>LPN I &amp; II - Post Graduate</td>
<td>$3,300</td>
<td>$3,300</td>
<td>$3,300</td>
<td>Tuition, ATI Test, Uniform, Supplies, Textbooks</td>
</tr>
<tr>
<td>LPN III - Post Graduate</td>
<td>$3,130</td>
<td>$3,130</td>
<td>$3,130</td>
<td>Tuition, ATI Test, Uniform, Uniforms, Graduation Fee &amp; Pin</td>
</tr>
<tr>
<td>Nail Technician</td>
<td>$115</td>
<td>$115</td>
<td>$115</td>
<td>Uniforms, Hand/Foot Mannequins, Practice Fingers</td>
</tr>
<tr>
<td>Parking Fee</td>
<td>$10</td>
<td>$10</td>
<td>$10</td>
<td>School Year</td>
</tr>
<tr>
<td>Pharmacy Tech</td>
<td>$30</td>
<td>$30</td>
<td>$30</td>
<td>Uniform</td>
</tr>
<tr>
<td>Photo ID</td>
<td>$3</td>
<td>$3</td>
<td>$3</td>
<td>Photo ID Card</td>
</tr>
<tr>
<td>Welding</td>
<td>$120</td>
<td>$120</td>
<td>$120</td>
<td>Uniform, Boots, Gloves</td>
</tr>
</tbody>
</table>

### Class Dues

<table>
<thead>
<tr>
<th>Grade</th>
<th>Cost 1</th>
<th>Cost 2</th>
<th>Cost 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>$5</td>
<td>$3</td>
<td>$2</td>
</tr>
<tr>
<td>Sophomore</td>
<td>$5</td>
<td>$3</td>
<td>$2</td>
</tr>
<tr>
<td>Junior</td>
<td>$5</td>
<td>$3</td>
<td>$2</td>
</tr>
<tr>
<td>Senior</td>
<td>$5</td>
<td>$3</td>
<td>$2</td>
</tr>
</tbody>
</table>

### Exam Fees (set by testing agency - subject to change)

<table>
<thead>
<tr>
<th>Exam Type</th>
<th>Cost 1</th>
<th>Cost 2</th>
<th>Cost 3</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance Placement (AP) Exams</td>
<td>$94</td>
<td>$94</td>
<td>$94</td>
<td>Assistance available for students on Free and Reduced Meals</td>
</tr>
<tr>
<td>International Baccalaureate (IB) Exams</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>2020-2021 Total exam cost $47,000; No Fee for Students</td>
</tr>
<tr>
<td>SAT Exams (Additional fee information is available on the College Board website)</td>
<td>$47.50</td>
<td>$47.50</td>
<td>$47.50</td>
<td>Standard SAT Test</td>
</tr>
<tr>
<td>PSAT Exams</td>
<td>$16</td>
<td>$16</td>
<td>$16</td>
<td>Assistance available for students on Free and Reduced Meals</td>
</tr>
</tbody>
</table>

### Fine Arts

### Middle School - Band, Orchestra, and Chorus

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost 1</th>
<th>Cost 2</th>
<th>Cost 3</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Polo Shirt &amp; T-Shirt</td>
<td>$15 - $30</td>
<td>$15 - $30</td>
<td>$15 - $30</td>
<td>Informal Performance Attire</td>
</tr>
<tr>
<td>Performance Formal Attire</td>
<td>Up to $80</td>
<td>Up to $80</td>
<td>Up to $80</td>
<td>Formal Performance Attire</td>
</tr>
<tr>
<td>Audition Fees - District, Regional, &amp; All State</td>
<td>$5 - $25</td>
<td>$5 - $25</td>
<td>$5 - $25</td>
<td>Determined and Set by VBODA, VCDA, and VMEA*</td>
</tr>
<tr>
<td>Audition Fee - Honor Choir</td>
<td>$10</td>
<td>$10</td>
<td>$10</td>
<td>Determined and Set by VCDA*</td>
</tr>
<tr>
<td>Participation Fees - District, Regional, &amp; All State</td>
<td>$30</td>
<td>$30</td>
<td>$30</td>
<td>Determined and Set by VBODA, VCDA, and VMEA*</td>
</tr>
<tr>
<td>Participation Fee - Honor Choir</td>
<td>$80 - $100</td>
<td>$80 - $100</td>
<td>$80 - $100</td>
<td>Determined and Set by VCDA*</td>
</tr>
</tbody>
</table>

### High School - Band, Orchestra, and Chorus

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost 1</th>
<th>Cost 2</th>
<th>Cost 3</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performance Formal Attire</td>
<td>Up to $150</td>
<td>Up to $150</td>
<td>Up to $150</td>
<td>Formal Performance Attire</td>
</tr>
<tr>
<td>Maintenance Fee - School Owned Instruments</td>
<td>$30</td>
<td>$30</td>
<td>$30</td>
<td>Maintain instruments loaned by the schools</td>
</tr>
<tr>
<td>Audition Fees - District, Regional, &amp; All State</td>
<td>$15 - $55</td>
<td>$15 - $55</td>
<td>$15 - $55</td>
<td>Determined and Set by VBODA, VCDA, and VMEA*</td>
</tr>
<tr>
<td>Participation Fees - District &amp; Regional</td>
<td>$30</td>
<td>$30</td>
<td>$30</td>
<td>Determined and Set by VBODA, VCDA, and VMEA*</td>
</tr>
<tr>
<td>Fees for Band &amp; Chorus Assessments</td>
<td>$400</td>
<td>$400</td>
<td>$400</td>
<td>Determined and Set by VBODA &amp; VCDA*</td>
</tr>
<tr>
<td>Marching Band Fee</td>
<td>Up to $600</td>
<td>Up to $600</td>
<td>Up to $600</td>
<td></td>
</tr>
<tr>
<td>Winter Guard Fee</td>
<td>$600</td>
<td>$600</td>
<td>$600</td>
<td></td>
</tr>
</tbody>
</table>

*Acronyms - VBODA = Virginia Band and Orchestra Directors Association; VCDA = Virginia Choral Directors Association; VMEA = Virginia Music Educators Association

### Library/Media

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost 1</th>
<th>Cost 2</th>
<th>Cost 3</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lost Book or Media</td>
<td></td>
<td></td>
<td></td>
<td>Through life of textbook use</td>
</tr>
<tr>
<td>Damaged Book or Media</td>
<td></td>
<td></td>
<td></td>
<td>25% - 75% of Cost</td>
</tr>
<tr>
<td>Overdue Fine (per day)</td>
<td>$0.05</td>
<td>$0.03</td>
<td>$0.02</td>
<td></td>
</tr>
</tbody>
</table>

2020-2021 Student Conduct Policy Guidelines - 24
### Meal Prices

<table>
<thead>
<tr>
<th></th>
<th>School Breakfast - Adult</th>
<th>School Breakfast - Student</th>
<th>School Lunch - Adult</th>
<th>School Lunch - Student</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$2.00</td>
<td>$2.00</td>
<td>$3.75</td>
<td>$3.75</td>
</tr>
<tr>
<td>Lunch</td>
<td>$2.75</td>
<td>$0.40</td>
<td>$0</td>
<td>$0.05 increase</td>
</tr>
</tbody>
</table>

### Physical Education

<table>
<thead>
<tr>
<th></th>
<th>Youth</th>
<th>Adult SM-XLG</th>
<th>Adult 2XL-5XL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shirts</td>
<td>$4</td>
<td>$5</td>
<td>$6</td>
</tr>
</tbody>
</table>

### Shorts Mini Mesh – 7 or 9 inch

<table>
<thead>
<tr>
<th></th>
<th>Youth</th>
<th>Adult SM-XLG</th>
<th>Adult 2XL-5XL (No 5XL)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$7</td>
<td>$8</td>
<td>$9</td>
</tr>
</tbody>
</table>

### Student Insurance (2019-2020 rates)

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Low Plan</th>
<th>Middle Plan</th>
<th>High Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Time Coverage: Low Plan</td>
<td>$15</td>
<td>$36</td>
<td>$66</td>
</tr>
<tr>
<td>School Time Coverage: Middle Plan</td>
<td>$435</td>
<td>$118</td>
<td>$174</td>
</tr>
<tr>
<td>24-hour Coverage: Low Plan</td>
<td>$144</td>
<td>$266</td>
<td>$66</td>
</tr>
<tr>
<td>24-hour Coverage: Middle Plan</td>
<td>$144</td>
<td>$266</td>
<td>$266</td>
</tr>
<tr>
<td>Interscholastic Football Annual: Low Plan</td>
<td>$109</td>
<td>$294</td>
<td>$294</td>
</tr>
<tr>
<td>Interscholastic Football Annual: Middle Plan</td>
<td>$435</td>
<td>$118</td>
<td>$118</td>
</tr>
<tr>
<td>Interscholastic Football Annual: High Plan</td>
<td>$38</td>
<td>$174</td>
<td>$174</td>
</tr>
<tr>
<td>Summer Day Camp/Off-Season Conditioning</td>
<td>$11</td>
<td>N/A</td>
<td>N/A</td>
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### Summer School Tuition

<table>
<thead>
<tr>
<th></th>
<th>Resident</th>
<th>Non-resident</th>
<th>Summer School Enrichment</th>
<th>Summer Parking Decals (HS only)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$300</td>
<td>$600</td>
<td>$150</td>
<td>$0</td>
</tr>
<tr>
<td></td>
<td>$150</td>
<td>$600</td>
<td>$75</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$0</td>
<td>$0</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Technology

<table>
<thead>
<tr>
<th>Item</th>
<th>Low Plan</th>
<th>Middle Plan</th>
<th>High Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technology Fee</td>
<td>$20</td>
<td>$15</td>
<td>$10</td>
</tr>
<tr>
<td>Chromebook Replacement</td>
<td>$250</td>
<td>$250</td>
<td>$250</td>
</tr>
<tr>
<td>Screen Replacement</td>
<td>$102</td>
<td>$102</td>
<td>$102</td>
</tr>
<tr>
<td>Keyboard Replacement</td>
<td>$44</td>
<td>$44</td>
<td>$44</td>
</tr>
<tr>
<td>Power Cord Adapter Replacement</td>
<td>$37</td>
<td>$37</td>
<td>$37</td>
</tr>
<tr>
<td>Case Replacement</td>
<td>$20</td>
<td>$20</td>
<td>$20</td>
</tr>
</tbody>
</table>

### Voluntary Student Activities/Clubs

<table>
<thead>
<tr>
<th>Club</th>
<th>Low Plan</th>
<th>Middle Plan</th>
<th>High Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honor Societies</td>
<td>$5 - $15</td>
<td>$5 - $15</td>
<td>$5 - $15</td>
</tr>
<tr>
<td>Community Service Groups</td>
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2020-2021 Student Conduct Policy Guidelines - 25
CHESAPEAKE SCHOOL BOARD

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Mrs. Colleen C. Leary, Vice Chairman
Mr. Samuel L. Boone, Jr.
Ms. Angie B. Swygert
Patricia Y. King, MD
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Mr. Harry A. Murphy
Mrs. Christie New Craig
Mr. Michael J. Woods

Dr. Jean A. Infantino, Clerk of the Board

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Superintendent

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