



2026-2027

Code of Student Conduct

Dr. Scott Hebert
Superintendent of Schools

“Every journey begins here.”

Table of Contents

CODE OF STUDENT CONDUCT	2
CORE VALUES.....	3
SCHOOL SAFETY HOTLINES	3
STUDENTS' RIGHTS AND RESPONSIBILITIES	4
ATTENDANCE POLICY	7
SCHOOL ATTENDANCE.....	7
VIRTUAL SCHOOL.....	8
STUDENT ABSENCES	9
TARDIES & UNEXCUSED DISMISSALS.....	10
SCHOOL RESPONSIBILITY AND AUTHORITY	10
PROVISIONS AND DIRECTIONS FOR MAKE-UP WORK.....	11
ENFORCEMENT OF COMPULSORY SCHOOL ATTENDANCE.....	11
DRIVING PRIVILEGES.....	112
ATTENDANCE RECORDING	12
HEALTH INFORMATION	12
ZERO TOLERANCE FOR SCHOOL-RELATED VIOLENT CRIME.....	16
ZERO TOLERANCE FOR CONTROLLED SUBSTANCES AND ALCOHOL.....	19
ZERO TOLERANCE FOR STUDENT VICTIMIZATION	20
ZERO TOLERANCE FOR GANG-RELATED ACTIVITY.....	20
DISCIPLINE.....	21
DISCIPLINARY CONSEQUENCES	21
DEFINITIONS OF ACTS FOR DISCIPLINARY INTERVENTION	24
ADDITIONAL REASONS FOR DISCIPLINING STUDENTS.....	37
DUE PROCESS PROCEDURES FOR SUSPENSION AND EXPULSION.....	38
SEARCH & SEIZURE.....	40
TRESPASSING	41
ATHLETIC ELIGIBILITY STANDARDS.....	41
TRANSPORTATION.....	42
STUDENT DRESS CODE FOR CITRUS COUNTY SCHOOLS.....	45
VIOLATION OF THE STUDENT DRESS CODE	47
DRESS CODE GUIDELINE FOR STUDENTS AND PARENTS/GUARDIANS.....	47
PUBLIC NOTICE – STUDENT RECORDS	48
ANNUAL NOTICE OF RIGHT TO REVIEW STUDENT RECORDS	48
REQUEST FOR STUDENT EDUCATIONAL RECORDS	50
EVERY STUDENT SUCCEEDS ACT (ESSA)	50
NON-DISCRIMINATION INFORMATION	51

Please visit <http://www.flsenate.gov/statutes> for more information on the statutes referenced in this booklet.



CITRUS COUNTY SCHOOLS

CODE OF STUDENT CONDUCT

Students in our schools have rights. These rights are given to students by the Constitution and are protected by laws and regulations. Students also have the responsibility to obey these laws and regulations which include federal laws, state laws, and rules established by the Citrus County School Board and individual schools. Many of the laws, regulations, and rules are explained in this booklet. Zero tolerance is an important aspect of Citrus County School Board policy. It is important that everyone understands that our zero-tolerance policy applies to all students.

The law requires that each school district develop a Code of Student Conduct. Our Code of Student Conduct was developed through input from the school community and is made available to students, parents/guardians, and school personnel at the beginning of each school year. It is available on the district website at <http://www.citrusschools.org> - Parents & Students.

The Code of Student Conduct applies to all students, regardless of the location that educational services are being delivered. Students are required to follow the Code of Student Conduct whether attending school traditionally at a school site or attending school through the virtual environment. Students who attend school through the virtual environment consent to the recording of the virtual classroom.

Students in Citrus County schools will be able to participate in any educational program or activity without regard to race, color, national origin, religion, sex, marital status, or disability. If students feel that this policy is being violated, they should discuss it with school personnel. If students are not satisfied after discussing the problem with school personnel, they should contact the District Equity Contact at the address below for the procedures to follow for filing a complaint:

District Student Services
2575 S. Panther Pride Drive
Lecanto, FL 34461
(352) 527-0090

CITRUS COUNTY SCHOOL DISTRICT

CORE VALUES

- A safe and caring environment is essential for the learning and well-being of all individuals.
- Individuals and organizations are accountable for their behaviors and actions.
- High expectations and challenging standards promote continuous improvement and high achievement.
- All individuals can learn at different times, in different ways, and at different rates.
- Mutual respect is a keystone of learning.
- Recognition promotes higher accomplishment and self-esteem.
- Parent and Community involvement and teamwork are critical to a high-quality educational system.
- We embrace the diversity of individuals, ideas, talents, and learning styles.
- High quality education demands innovation and risk.
- The balance of academic and extracurricular activities is essential for a well-rounded education.
- Students require discipline and direction to be successful learners.
- Open and honest communication is essential to effective human interaction.
- Lifelong learning improves the quality of life.

SCHOOL SAFETY HOTLINES

You can anonymously report crime or safety concerns.

Crime Stoppers of Citrus County – 4 Ways to Submit a Tip

1. Click CrimeStoppersCitrus.com - “Submit a Tip”
2. Download the Citrus Crimestoppers app on your phone or mobile device
3. Call 888-ANY-TIPS (888-269-8477)
4. Click the app on student and staff district issued devices

FortifyFL

- Download the FortifyFL App on your phone or mobile device
- Online - <https://getfortifyfl.com/Tip.html>
- App on student and staff district issued devices

STUDENTS' RIGHTS AND RESPONSIBILITIES

By law, the Citrus County School Board provides a public education program. All students have the right to participate in public education. The Citrus County School Board understands this right and will ensure that all students, including exceptional, migratory, pregnant, and married students, are provided the opportunity for a quality education.

Students need to understand that with these rights come certain responsibilities. If students do not meet these responsibilities, then their individual rights may be limited to possible consequences. Below is a list of some students' rights and responsibilities.

1. Students have the right to attend school. Unless excused, they have a responsibility to be in school every day and on time. They also have the responsibility to do their best work and to obey all rules and regulations.
2. Students have the right, within the dress code, to choose the clothes they wear to school. However, they have the responsibility to wear clothes that do not disrupt the learning atmosphere of other students or affect their personal safety.
3. Students have the right to expect a safe school environment in which to learn. Students have a responsibility to follow safety rules and to report anything they consider unsafe to school staff.
4. Students have the right to expect courtesy, fairness, and respect from the school staff and other students. Students have the responsibility to treat school staff and other students in the same manner.
5. Students have the right to discuss their ideas and opinions in school. However, students have the responsibility to discuss these ideas and opinions in a way that is not hurtful or disruptive.
6. Students living two or more miles from school have the privilege of free bus transportation. Students have the responsibility to follow all school rules and bus rules while using this transportation.
7. Students have a right to disagree and inquire about the policies of the schools. If students feel that a policy is being violated, they should discuss the problem with the school administration. If students are not satisfied after discussing the problem with the school administration, they should contact the District Office at (352) 726-1931.
8. The pledge of allegiance to the flag shall be recited at the beginning of the day in each public elementary, middle, and high school in the state. Students must show full respect to the flag by standing at attention, men removing any headdress, except when such headdress is worn for religious purposes. Proper etiquette is when you stand and recite the Pledge of Allegiance, you place your right hand over your heart. Students have the right not to participate in reciting the pledge. Upon a written request by his or her parent/guardian, a student shall be excused from reciting the pledge, including standing and placing the right hand over his or her heart. (Pursuant to Florida Statute 1003.44)

9. When the National Anthem is played, students and all civilians shall stand at attention, men removing the headdress, except when such headdress is worn for religious purposes. (Pursuant to Florida Statute 1003.44)
10. Each school day students in first period shall recognize a personal moment of silence following the Pledge of Allegiance from one (1) to two (2) minutes in duration. Teachers and staff are not to suggest as to the nature of any reflection that a student may engage in during this personal moment of silence. Students are not to interfere with other students' participation in the personal moment of silence. (Pursuant to Florida Statute 1003.45)
11. Parents/guardians have the right to request his or her child to be transferred to another classroom teacher; however, parents/guardians do not have the right to choose a specific classroom teacher. Parents/guardians wishing to request to have his or her child transferred to another classroom must do so in writing to the school principal. The school principal must approve or deny the transfer within two (2) weeks of receiving the request. If denied, the school must notify the parents/guardians and specify the reason for the denial.
12. A parent/guardian whose student is assigned an out-of-field teacher may request that his or her child be transferred to an in-field classroom teacher within the school and grade in which the student is currently enrolled, however, the parent/guardian does not have the right to choose a specific classroom teacher. The parent/guardian wishing to request to have his or her child transferred must do so in writing to the school principal. The school district must approve or deny the parent/guardian's request and transfer the student to a different classroom teacher within a reasonable period of time, not to exceed 2 weeks, if an in-field teacher for that course or grade level is employed by the school and the transfer does not violate maximum class size pursuant to s. 1003.03 and s. 1, Art. IX of the State Constitution. If a request for transfer is denied, the school must notify the parent/guardian and specify the reasons for the denial.

13. Pursuant to Florida Statute § 1002.20, the following are the school grades and cost expended per student for the 2024-2025 school year (the most current information available):

SCHOOL	SCHOOL GRADE	COST PER STUDENT
ELEMENTARY		
CENTRAL RIDGE ELEMENTARY	C	\$10,556
CITRUS SPRINGS ELEMENTARY	C	\$9,933
CRYSTAL RIVER PRIMARY	B	\$13,614
FLORAL CITY ELEMENTARY	B	\$13,278
FOREST RIDGE ELEMENTARY	C	\$11,517
HERNANDO ELEMENTARY	C	\$10,885
HOMOSASSA ELEMENTARY	B	\$13,116
INVERNESS PRIMARY	B	\$12,638
LECANTO PRIMARY	B	\$10,228
PLEASANT GROVE ELEMENTARY	B	\$11,778
ROCK CRUSHER ELEMENTARY	B	\$11,138
SECONDARY		
CITRUS SPRINGS MIDDLE SCHOOL	B	\$11,475
CRYSTAL RIVER MIDDLE SCHOOL	C	\$11,890
INVERNESS MIDDLE SCHOOL	C	\$11,890
LECANTO MIDDLE SCHOOL	B	\$11,124
CITRUS HIGH SCHOOL	C	\$10,011
CRYSTAL RIVER HIGH SCHOOL	C	\$11,220
LECANTO HIGH SCHOOL	B	\$9,898
COMBINED		
CITRUS eSchool K-12	A	\$8,281

For more information regarding how the “money per student” is calculated, please go to the Citrus County School District webpage located at www.citruschools.org, located under the Parents & Students Tab, you can find School Financial Reports for each school.

ATTENDANCE POLICY

It is the position of the Citrus County School Board that students must attend school on a regular and timely basis to maximize educational opportunities offered in Citrus County Schools. Regular and timely student attendance can be successfully achieved through a strong partnership between the home and school representatives.

This policy is applicable for all PK-12 students in Citrus County, both in brick and mortar schools or online through virtual learning. The superintendent may approve exceptions to this policy for special programs, such as alternative education, magnet programs, and adult education programs for the purpose of enhancing the goals of these programs.

I. SCHOOL ATTENDANCE

The parents/guardians are responsible for their child(ren)'s attendance and to follow compulsory attendance laws.

Florida Statute 1003.21 requires: All children who have attained the age of 6 years or who will have attained the age of 6 years by February 1 of any school year or who are older than 6 years of age but who have not attained the age of 16 years, except as otherwise provided, are required to attend school regularly during the entire school term. Students are obligated to attend one hundred eighty (180) days of school each year. Regular attendance is a critical component for student success. Students between sixteen (16) and eighteen (18) years of age who plan to terminate their school enrollment must complete a formal Declaration of Intent signed by the student and the student's parent/guardian prior to the termination going into effect.

Pursuant to Florida Statute 1003.26(1)(b) If a student has had at least five unexcused absences, or absences for which the reasons are unknown, within a calendar month or ten (10) unexcused absences, or absences for which the reasons are unknown, within a 90-calendar-day period, the student's primary teacher shall report to the school principal or the designee that the student may be exhibiting a pattern of nonattendance. The principal shall, unless there is clear evidence that the absences are not a pattern of nonattendance, refer the case to the school's child study team to determine if early patterns of truancy are developing. If the child study team finds that a pattern of nonattendance is developing, whether the absences are excused or not, a meeting with the parent/guardian must be scheduled to identify potential remedies. The principal shall notify the district school superintendent to refer the student exhibiting a pattern of non-attendance to the school district contact for home education programs.

A. Parent Legal Responsibilities

1. Florida Statutes 1003.21 and 1003.24 clearly define the responsibility of parents for the attendance of their child(ren) at school. The school district expects parents to fulfill their responsibilities to ensure student attendance in school.
2. It is the responsibility of the parent(s) to be aware of all absences and the penalties associated with excessive absences and unexcused absences and tardies. Schools will

provide information to parents about attendance requirements, will make reasonable attempts to notify parents of student absences, and will work with parents to resolve attendance concerns. The principal or designee will contact the parent/guardian to determine the basis for unexcused absences or absences when the reason is unknown.

3. If a student has unexcused absences and it is determined that the student's parent/guardian is at fault for these absences, the appropriate school personnel will adhere to Florida Statutes 1003.24, 1003.26 (Enforcement of School Attendance), and 1003.27 (Court Procedures and Penalties).

B. Non-enrollment of Compulsory Attendance Age Students

When a student subject to compulsory attendance is not enrolled and no valid reason is found, a designated school representative shall provide written notice, in person or by return-receipt mail, requiring the student's enrollment or attendance within 3 days.

If the student is not enrolled or in attendance within 3 days, the case shall be reported to the superintendent and referred to the child study team at the assigned school for intervention. The district may also refer the case to the Department of Juvenile Justice for services.

If, after intervention, the student remains unenrolled or the parent refuses to cooperate, the superintendent shall refer the case to law enforcement and the Office of the State Attorney for possible criminal prosecution. Written notice shall be provided to the parent, if prosecution is pursued. The superintendent may also file a truancy petition as provided by law.

C. Notification of In Loco Parentis

In cases in which a student is not residing with his/her parent/guardian, the parent of the student must designate in writing the adult person(s) with whom the student resides who stands in loco parentis so that the student may be admitted to or continue in school. This statement must be notarized and presented to the principal or designee for acceptance.

II. VIRTUAL SCHOOL

Citrus eSchool monitors student attendance by measuring progress toward course completion. Students are expected to log in daily and submit work in each class weekly, according to pace expectations. Students who do not stay on pace are considered absent from class. Students must stay on pace in each course to remain enrolled in Citrus eSchool.

Truancy can impact enrollment in virtual classes. Students who do not maintain pace by working consistently and in proper sequence on required assignments may be withdrawn at any time from Citrus eSchool.

If a student is not successful in the virtual setting, it may be in the best interest of the student to attend a traditional school where daily monitoring and assistance in time management and task completion can occur.

Citrus eSchool students follow the same calendar as brick-and-mortar schools.

III. STUDENT ABSENCES

A. Excused Absences

1. Excused absences, tardies, and permission to leave school early will be allowed only for the following:
 - Illness of the student when provided medical documentation.
 - Medical appointments of the student seen by a medical provider. This does not apply to students with documented chronic conditions.
 - Treatment of autism spectrum disorder by a licensed health care practitioner or certified behavior analyst
 - Head lice, a maximum of two (2) days for each occurrence
 - Major illness in the immediate family of the student
 - Attendance at a funeral as approved by School Administration.
 - Death in the immediate family of the student
 - Religious holiday of a student must be documented by parent/guardian (3) days in advance
 - Subpoena or forced absence by any law enforcement agency to fulfill civic duties (A copy of the subpoena or court summons must be presented to the principal or designee.)
 - Major disaster that would justify absence in the judgment of the administration
 - Planned absences approved in advance by the principal or designee
2. It is the responsibility of the parent/guardian to provide a written statement indicating the reason for the absence within two (2) days of the student's return to school. If the written statement is not provided by the parent/guardian, the absence(s) will be unexcused. The written statement must include the following information for each absence:
 - Date the excuse is written
 - Date(s) of the absence(s)
 - Full name of the student
 - Reason for the absence
 - Day time telephone number of parent/guardian
 - Signature of the parent/guardian

Final determination of whether an absence, tardy, or early dismissal is excused or unexcused is the responsibility of the local school principal or designee. Any planned absences, other than medical appointments, must be approved in advance by the principal or designee.

IV. TARDIES & UNEXCUSED DISMISSALS

- A. A tardy is defined as an arrival to class or school after the designated starting time or the tardy signal has sounded. Reasons for excused tardies are the same as for excused absences. Three (3) unexcused tardies are equivalent to one (1) unexcused absence.
- B. Students may leave early for those reasons accepted for excused absences. To leave school early without an acceptable reason is an unexcused absence/early dismissal. Three (3) unexcused early dismissals are equivalent to one (1) unexcused absence.
- C. The parent/guardian are encouraged to maintain student attendance for the entire school day with minimal interruptions or unnecessary requests to leave school early.
- D. When tardies or early dismissals become excessive, the problem may be addressed through a required parent/guardian conference with the school principal or designee, and appropriate disciplinary action may be taken. The disciplinary actions may include, but are not limited to:
 - Detention
 - In-School Suspension
 - Saturday School

V. SCHOOL RESPONSIBILITY AND AUTHORITY

- A. After 10 days of excused or unexcused absences, a written statement of illness from a licensed health care practitioner will be required for subsequent absences due to illness indicating they are under the supervision of the physician. Absences previously documented by a licensed health care practitioner, a court official, a church official and out-of-school suspension are excluded from the 10-day absence count.

NOTE: For purposes of this policy, a licensed health care practitioner is defined as follows: medical doctors and people who are licensed to practice medicine in psychiatry, osteopathy, podiatry, optometry, dentistry, or chiropractic medicine. An Advanced Registered Nurse Practitioner (ARNP) or a Physician's Assistant (PA) practicing under the protocol of a supervising physician is also allowed to sign.

If no medical documentation is provided, further absences are considered unexcused. Failure to comply with these requirements, followed by continued absences of the student, may result in disciplinary action as defined in the Code of Student Conduct (i.e., detention, in-school suspension, Saturday school, etc.) and considered appropriate by the school principal.

A parent/guardian conference with the school's social worker may also be required to discuss compliance with the Florida Compulsory Attendance Statute (Florida Statute 1003.21).

- B. If a student has had at least five (5) unexcused absences, or absences for which the reason is unknown, within a calendar month or ten (10) unexcused absences, or absences for which the reason is unknown, within a 90 calendar day period, the student's primary teacher shall report to the school principal or designee that the student may be exhibiting a pattern of non-attendance. The principal shall, unless there is clear evidence that the absences are not a pattern of nonattendance, refer the case to the school's child study team to determine if early patterns of truancy are developing. If the child study team finds that a pattern of nonattendance is developing, whether the absences are excused or not, a meeting with the parent/guardian must be scheduled to identify potential remedies. (Florida Statute 1003.26)
- C. After fifteen (15) unexcused absences accumulate within any ninety (90) calendar days, District Student Services will determine the appropriate steps for the enforcement of the Florida Compulsory Attendance Statute (Florida Statute 984.151). The superintendent of schools or the designee may file a truancy petition.

VI. PROVISIONS AND DIRECTIONS FOR MAKE-UP WORK

A. Excused Absences

1. Students with excused absences are given the privilege of making up work for credit. Students are allowed the same number of days for make-up work as the number of days absent, not to exceed six (6) school days. The principal or designee may grant extensions to the make-up time limit for extenuating circumstances. It is the student's responsibility to obtain and complete all make-up work within the time specified.
2. All scheduled tests and assignments that were due on the first day of a student's absence will be taken or turned in on the day the student returns to school.
3. Planned absences, other than medical appointments, must have the prior approval of the principal or designee. At least three (3) school days prior to the absence, students are to prearrange for their test(s) and schoolwork to be completed. Tests are to be taken, and work will be due on the day the student returns to school.

B. Suspensions

The opportunity for students suspended out of school to make up work for credit shall be determined by the superintendent or designee and may be subject to reasonable conditions or limitations.

VII. ENFORCEMENT OF COMPULSORY SCHOOL ATTENDANCE

In cases of excessive absences, tardies, or early dismissals, a school social worker may visit or make other contact with the parent/guardian at the home or other places to discuss the attendance problem for the purpose of returning the student to regular attendance. Legal action against a student and parent/guardian may be taken for not complying with the Florida Compulsory School Attendance Statute (Florida Statute 1003.21).

VIII. DRIVING PRIVILEGES

Students who fail to comply with attendance requirements will lose their driving privileges. Pursuant to Section 322.091, Florida Statute requires schools to report to the Department of Highway Safety and Motor Vehicle (DHSMV) the names of minors who attain the age of 14 and above that have accumulated 15 unexcused absences in a period of 90 calendar days. The school principal or designee is the contact for additional information regarding these requirements.

IX. ATTENDANCE RECORDING

Student attendance records are to be maintained in accordance with the School Board Policy. Students who are on hospital/homebound or home placement instruction are counted as present.

HEALTH INFORMATION

School Health Services are provided per Florida Statutes and per the School Health Services Plan. Specific laws governing health related issues and medication in schools include Florida Statute 1006.062 and Florida Administrative Code 64F-6.0002. School Health Services are supervised by the Florida Department of Health and the Florida Department of Education, however, the principal at each school has immediate supervisory authority over the health personnel working for each school. The Supervisor of School Health Services has immediate supervisory authority over the itinerant nursing staff in the district. School Health Services include: health assessment, nursing assessment, preventative dental programs when available, vision screening, hearing screening, scoliosis screening, growth and development screening, health counseling, referral and follow up of suspected or confirmed health problems by local health department, meeting emergency health needs, referral of students to appropriate health treatment, consultation with parent/guardian regarding the need for health attention, review and maintenance of health records, and assisting ESE with placement and re-evaluation of ESE students.

Medication

Medications should be brought to school only if it is necessary to give the medication during school hours.

Students are not allowed to carry medications on their person. This includes prescription and over-the-counter medications, except for United States Food and Drug Administration regulated over-the-counter medication to treat only headaches. No other over-the-counter medications are allowed to be carried by students such as cough drops and eye drops. Over-the-counter medication does not include headache relief medications that are intended for other approved usages, for example, a cold or flu medication (see Policy 5.62G). The only legal exception to this rule is for students who carry a metered dose inhaler, epinephrine auto injector (i.e. epi-pen), diabetic supplies or pancreatic enzymes and have

a “Student Authorization to Carry Medication/Supplies/Equipment” form signed by their parent/guardian and a licensed health care practitioner (for definition, see “NOTE” on page 10).

Established protocols for medications are included in the Citrus County School Board Policy Manual and the School Health Procedures and Forms manual which are located at each school.

Key points include:

- Medication must be brought to school by an adult except for over-the-counter headache medication as defined above.
- Medication must be brought to school in its original container.
- All prescription medications require a “Authorization for Medication – Prescription/Over the Counter” form be completed and signed by the parent/guardian and a licensed healthcare practitioner.
- All over-the-counter medications require an “Authorization for Medication – Prescription/Over the Counter” form to be completed and signed by a parent/guardian and a licensed health care practitioner (for definition, see “NOTE” on page 10).
- Student medication authorization forms are available in each school clinic and on the Citrus County School’s website under the “Parents & Students/School Health Services” tabs.
- A separate form is needed for each medication.
- New student medication authorization forms are required at the beginning of each school year.
- Alternative medicines and treatments, such as herbal treatment for ADD/ADHD, caffeine pills, aloe for burns, meat tenderizer for bee stings, etc., require a note from a licensed health care practitioner, (for definition, see “NOTE” on page 10).
- Herbal medication prescriptions may be accepted by a Doctor of Oriental Medicine that has a valid license issued by the Florida Board of Acupuncture and require an “Authorization for Medication – Prescription/Over-the- Counter” form be completed and signed by a parent/guardian and the Doctor of Oriental Medicine.
- All medications will be dispensed in the school health room unless a specific individual need is addressed. Accommodations must be approved by the school administrator.
- The parent/guardian are encouraged to pick up student’s medications at the end of the school year. Leftover medications will be disposed of under the direction of the school nurse on the last day of school.

Administration of Opioid Antagonists

Citrus County Schools may administer doses of an opioid antagonist for emergency use to assist a student, staff member, or other individual believed or suspected to be experiencing an opioid overdose. An opiate antagonist means any similarly acting drug that is not a controlled substance and that is approved by the Federal Food and Drug Administration (FDA) for the treatment of a drug overdose.

The school nurse, health room attendant, trained back-up health room attendants, school level Guardians, district hired coaches, administrative staff, and/or other staff as deemed necessary shall be trained and responsible for building-level administration of opioid antagonists.

The opioid antagonist shall be maintained in a secure location on the school premises.

A school district employee who administers an approved emergency opioid antagonist to a student in compliance with ss. 381.887 and 768.13 is immune from civil liability under s. 768.13

Specialized Medical Equipment in Schools

Any equipment to be used by or for a student must have a written order within 72 hours from an authorized medical provider (physician, nurse practitioner, athletic trainer, physician's assistant). This order must be specific as to timing, dosage (if medication is involved), special usage, and length of time.

A note from the parent/guardian authorizing school personnel to operate or supervise usage of specialized equipment will be in force for the duration of the doctor's order. At the start of the new school year or whenever the equipment becomes necessary, a new note from the parent/guardian will be required.

- Examples of equipment: canes, crutches, glucometers, Holter heart monitors, nebulizers, suction machines, tube feedings, wheelchairs, etc.
- The parent/guardian must notify the school nurse if their student comes to school with a sling, cast, ace bandage, special dressings, or any other medical needs.

Allergies

Most allergies are minor annoyances which may cause sneezing, runny nose, watery eyes, or itching. Occasionally a student or staff member may have a severe allergy which causes respiratory distress, swelling, or an anaphylactic reaction as documented by a physician's statement. To accommodate these individuals, it may be necessary to request students or staff members to refrain from wearing perfume or cologne, having animals in class, or bringing in identified food products such as peanuts. It is our hope that in these cases everyone will respect the right of all individuals to work and learn in an environment that will not make them physically ill.

Care of Students with Epilepsy or Seizure Disorder

It is the parent/guardian's responsibility to collaborate with the approved medical provider to create a Seizure Action Plan for each student with a diagnosis of Epilepsy or Seizure Disorder and to be signed by both the licensed medical provider and the parent/guardian. It should contain specified information such as recommended care, symptoms, accommodations, prescribed rescue medication, and contact information for medical assistance. It is also the responsibility of the parent/guardian to provide the Seizure Action Plan to the student's principal or school nurse for their student at the beginning of the school year and any time that the plan changes. These documents can be found under "Health Services" on the Citrus County Schools district website.

Health Screening

School-based screenings are conducted at Citrus County Schools as required by Florida Statute 381.0056. This is a cooperative program of the Citrus County School Board and the Citrus County Florida Department of Health. The Homosassa and Inverness Lion's Club assists with vision screenings as necessary in the schedule. The parent/guardian will be notified of School Health Services available for their child each school year. Written consent will be obtained from a student's parent/guardian prior to providing any School Health Services including clinic services, vision screenings, hearing screenings, scoliosis screenings, growth and development screenings, health counseling, and mental health services by a school counselor, school social worker, or school psychologist.

ZERO TOLERANCE FOR SCHOOL-RELATED VIOLENT CRIME

It is essential that schools be safe and orderly to provide environments that foster learning and high academic achievement. The Citrus County School Board and administration support the state education goals to provide an environment that is drug-free and protects students' health, safety, and civil rights. This goal emphasizes the personal responsibility of students and the necessity of involving all stakeholders, including parents/guardians, in achieving this goal through education and prevention. However, there must be a clear statement that violence in schools will not be permitted. Zero Tolerance shall be the rule in Citrus County School District for acts of school related violence, crime, and the use of weapons on school property, school-sponsored transportation or during school-sponsored activities.

Students who are determined by the school board to have committed one of the following violations as defined by Florida Law or this code while on school board owned, operated or maintained property (including a school bus or other school or school board vehicle) or while at a school/school board sponsored activity (whether on or off a school site, or school board owned, operated or maintained property) will be subject to expulsion, consistent with Florida law and based on the specific circumstances of the incident.

- (a) Bringing a firearm or weapon, as defined in Florida Statute 790, to school, to any school function, or onto any school-sponsored transportation, or possessing a firearm at school.

NOTE: For the purposes of zero tolerance, a "firearm" means any weapon (including a starter gun) which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; any destructive device; or any machine gun. The term "firearm" does not include an antique firearm unless the antique firearm is used in the commission of a crime. "Weapon" means any dirk, knife, metallic knuckles, slungshot, billie, tear gas gun, chemical weapon or device, or other deadly weapon except a firearm or a common pocketknife, plastic knife, or blunt-bladed table knife.

It is the policy of the Citrus County School District that no student shall possess a firearm in a vehicle on a school campus. This policy is in conjunction with Florida State Statute 790.115(2)(a)3.

Students will be referred to mental health services identified by the school district pursuant to Florida Statute 1012.584(4) and the criminal justice or juvenile justice system.

- (b) Making a threat or false report, as defined by Florida Statute 790.162 (threatening to throw, project, place or discharge a destructive device with intent to do bodily harm to any person or

with intent to do damage to any property of any person) and Florida Statute 790.163 (making a false report, with intent to deceive, or otherwise misinform any person, concerning the placing or planting of a bomb, dynamite, other deadly explosive, or weapon of mass destruction; or concerning the use of firearms in a violent manner against a person or persons) respectively, involving school or school personnel's property, school transportation, or a school- sponsored activity.

NOTE: If a student poses a threat of violence or physical harm to himself/herself or others, it shall be reported to the School's Threat Management Team for evaluation. The Threat Management Team evaluation becomes part of the student's educational record and is transferred to any school the student attends within 5 days pursuant to Florida Statute 1003.25.

The Citrus County School Board takes school threats seriously and any threat will result in the most serious of disciplinary consequences. Threats and false reports will be addressed on a case-by-case basis. A threat management team may use alternatives to expulsion or referral to law enforcement agencies unless the use of such alternatives will pose a threat to school safety Florida Statute 1006.13(8).

Students will be referred for criminal prosecution and mental health services identified by the school district pursuant to Florida Statute 1012.584(4), for evaluation or treatment, when appropriate.

District school boards may assign the student to a disciplinary program for the purpose of continuing educational services during the period of expulsion. District school superintendents may consider the 1-year expulsion requirement on a case-by-case basis and request the district school board to modify the requirement by assigning the student to a disciplinary program or second chance school if the request for modification is in writing and it is determined to be in the best interest of the student and the school system. If a student committing any of the offenses in this subsection is a student who has a disability, the district school board shall comply with applicable State Board of Education rules. Any disciplinary or prosecutorial action taken against a student who violates a zero-tolerance policy must be based on the particular circumstances of the student's misconduct pursuant to Florida Statute 1006.13(7).

Any student found to have committed a violation of Florida Statute 784.081(1), (2), or (3) (assault or battery on specified officials or employees) shall be expelled or placed in the district alternative school or other alternative program as deemed appropriate. Upon being charged with an offense under Florida Statute 784.081(1), (2), or (3), the student shall be immediately removed from his or her school of regular attendance and placed in the district

alternative school, or other alternative program as deemed appropriate and as required by Florida Statute 1006.13(5).

The school district will invoke the most severe consequences provided for in the Code of Student Conduct in dealing with students who engage in violent criminal acts on school property, on school-sponsored transportation, at school bus stops, on school buses, or during school-sponsored activities. **Violent or disruptive students WILL be assigned to an alternative educational program or be referred to mental health services identified by the school district pursuant to Florida Statute 1012.584(4).**

Violent criminal acts include, but are not limited to, the following offenses:

- a) Homicide (murder, manslaughter)
- b) Sexual Battery
- c) Armed Robbery
- d) Aggravated Battery
- e) Battery or Aggravated Battery on a teacher or other school personnel (Any student found to have committed a Battery or Aggravated Battery shall be expelled or placed in an alternative school setting or other program, as appropriate. Upon being charged with the offense, the student shall be removed from the classroom immediately and placed in an alternative school setting pending disposition - Florida Statute 784.081.)
- f) Kidnapping or Abduction
- g) Arson
- h) Lewdness and indecent exposure
- i) Possession or Use of a Firearm or other Weapon, as defined on page 33
- j) Possession or Use of any Explosive Device
- k) Bomb Threat

Petty Act of Misconduct Defined: Petty acts of misconduct that are not a threat to school safety do not require consultation with law enforcement. The following are typically considered petty acts of misconduct, although each act must be examined on a case-by-case basis to determine whether the act constitutes a threat to school safety requiring consultation with law enforcement:

- a) disorderly conduct
- b) simple assault or battery
- c) verbal abuse or use of profanity
- d) cheating
- e) theft of less than \$750
- f) destruction of school property (less than \$1,000)
- g) possession or use of tobacco
- h) any other act deemed as petty misconduct by the superintendent or the designee

ZERO TOLERANCE FOR CONTROLLED SUBSTANCES AND ALCOHOL

It is the intent of the Citrus County School Board and administration to make very clear that there is a zero-tolerance relating to drugs and alcohol. There will be disciplinary action taken in matters involving possession, usage, delivery, sale, or the intent to sell or distribute drugs or alcohol on school property, on school-sponsored transportation, at school bus stops, on school buses or during school-sponsored activities. The law enforcement agency that has jurisdiction shall be notified as soon as possible of all violations involving drugs and alcohol.

The Citrus County School Board does not consider the individual use of the following to be violations of this section if used according to the manufacturer's recommendations:

- a. Non-medicated lip balm, i.e. chap stick
- b. Sunscreen protection in liquid or lotion form. No aerosol sunscreen protection is allowed.
- c. Hand sanitizer is an exception to the zero-tolerance policy provided it is used to sanitize hands and is not taken internally.

Controlled drugs and narcotic substances will include those listed in Chapter 893 of the Florida Statutes and any prescription drug in the possession of anyone other than the individual for whom the drug or narcotic was prescribed. The delivery of a prescribed drug to someone other than the person for whom it was prescribed will also violate school policy and subject the student to disciplinary action.

Possession of controlled substances or alcohol by a student with or without consumption or usage will result in suspension not to exceed 10 days pending further investigation for possible expulsion or referral to a community drug and alcohol diversion program. If expulsion is determined to be warranted, the expulsion will be for a minimum of **one academic quarter** with or without continuing education services.

Possession of controlled substances or alcohol by a student and the giving, sharing, delivery, or the intent to distribute the controlled substance or alcohol to another person will result in expulsion from the school district for a minimum of **two academic quarters** with or without continuing education services.

Possession of controlled substances or alcohol by a student and the sale or delivery, or the intent to deliver for compensation to another person will result in expulsion from the school district for a minimum of **one academic year** or four continuous quarters with or without continuing education services.

Consequences of zero tolerance relating to controlled substances and alcohol may be modified through the recommendation of the principal and the approval of the Superintendent or designee.

The Citrus County School Board always retains the right to review each case on its merits and circumstances and determine the appropriate penalty notwithstanding the minimum set forth herein. Modification can be based upon the amount and type of alcohol and/or controlled substance.

ZERO TOLERANCE FOR STUDENT VICTIMIZATION

Any student who is found to have committed or pleads guilty or nolo contendere to a felony violation of any of the crimes identified in Florida Statute 1006.13(6) shall be subject to transfer from the student's home school if said student is attending a school attended by the victim or sibling of the victim of the offense. The student may be transferred from said school and shall not attend any school attended by the victim or victim's sibling or ride on the school bus on which the victim or sibling of the victim is riding. The offending student or the parents/guardians of the offending student shall be responsible for arranging and paying for transportation associated with the transfer of schools.

ZERO TOLERANCE FOR GANG-RELATED ACTIVITY

No student shall participate in a gang or secret society or engage in gang-related activity that is in violation of the Florida School Law; including, but not limited to, any action that promotes gang participation, the advertising of gangs, or gang-related activities.

DISCIPLINE

Students, both individually and in groups, are expected to follow all laws, regulations, and school rules. School personnel shall have the authority to enforce all school district rules on school property, on school-sponsored transportation, at school bus stops, on school buses and at school-sponsored activities. Any student or group of students not following the instructions of teachers or others in authority (i.e., teacher aides, bus drivers, etc.) will be reported to the principal or designee and disciplined appropriately.

It is impossible to list all the ways that a student could misbehave. The following are a few examples of acts that would be a reason for some type of discipline:

1. Refusing to follow instructions given by school personnel
2. Hitting any person
3. Damaging property
4. Breaking any bus rules or doing anything on the bus or at bus stops to cause an unsafe condition
5. Not following the dress code described in the Code of Student Conduct
6. Excessive hugging, kissing, or other acts not proper in a school setting
7. Skipping classes or school
8. Buying or selling items on school property unless permission is granted by school personnel
9. Breaking classroom or school rules
10. Parking on campus without a permit or parking in an undesignated area

NOTE: More serious violations are addressed elsewhere in this code (i.e., tobacco, alcohol, and other controlled/over-the-counter drugs, weapons, false accusations, etc.)

DISCIPLINARY CONSEQUENCES

Everyone in society must follow rules and regulations in their daily lives. School rules and regulations are necessary to promote learning and provide for health and safety. There are consequences for those who break the rules. It is vital that parents/guardians support our actions when rules are broken.

TYPES OF DISCIPLINARY CONSEQUENCES

Every school must use the options that best meet the agreement of their school:

1. REVIEW OF RULES & POSSIBLE CONSEQUENCES

Students who break a rule may participate in a discussion with administrators, teachers, certified school counselors, school resource officers, or others in the school system. This discussion may include suggestions as to how the rule can be followed in the future and consequences if the rule is broken.

2. VERBAL CORRECTION

Any member of the school staff may verbally correct a student at the time of the misconduct.

3. TIME OUT

Time out (removal from class activities) may be utilized to help students gain control over inappropriate or disruptive behaviors in accordance with local school guidelines. Time out includes in-class and out-of-class options.

4. IN-SCHOOL SUSPENSION

Students may be removed from their regular classes and be given other supervised activities. These activities may include work details. (See item #10)

5. DETENTION OR SATURDAY SCHOOL

Students may be required to stay after school, come to school early, or attend school on Saturday. Reasonable attempts will be made in advance to notify parents/guardians when this alternative is assigned. Transportation is not provided by the school.

6. SUSPENSIONS OF BUS PRIVILEGES

A student who misbehaves on the bus may be kept from riding the bus for a determined amount of time. The student is still required to attend school, but it is the parent/guardian's or student's responsibility to find other transportation.

7. PARENT CONFERENCES

A conference between the parent/guardian and school personnel may be required. During this conference, ways to change behavior will be discussed.

8. WRITTEN ASSIGNMENTS

Students may be given extra written work as a consequence for misconduct. This work will be of an educational nature and not repetitive writing.

9. ALTERNATIVE PROGRAMS

Schools may establish special programs. These programs may require a student to attend special classes in an attempt to change behavior.

10. WORK DETAILS

Students may be required to serve on supervised work details. These details may include cleaning, washing, picking up litter or other appropriate work.

11. PAYMENTS FOR DAMAGES

Parents/guardians may be required to pay for damages when students have stolen or destroyed property.

12. REMOVAL FROM LEADERSHIP POSITIONS

A student may be removed from a leadership position (i.e., class officer, club president, team captain, safety patrol, etc.).

13. RESTRICTED FROM ACTIVITIES

A student may be prohibited from attending or participating in any school-sponsored activities (i.e. athletic events, band concerts, plays, field trips, dances, prom, etc.) and driving privileges for serious and/or zero tolerance offenses including but not limited to tobacco, alcohol, and drug offenses

14. STUDENT BEHAVIORAL AGREEMENT

After discussions among school officials, parents/guardians, and the student, a written agreement may be developed. This agreement is designed to improve student behavior.

15. DELINQUENCY CITATIONS

Students may be referred to law enforcement for delinquency citations. Delinquency citations may be issued for misdemeanors, including possession of tobacco products, within 1,000 ft. of school.

16. DIVERSION (COMMUNITY DRUG AND ALCOHOL PROGRAM)

A recommendation may be made to a community drug and alcohol program for first time drug and/or alcohol possession offenses.

17. DIVERSION (LAW ENFORCEMENT)

A recommendation may be made to law enforcement that a student who commits a criminal offense be allowed to participate in a delinquency citation or similar pre-arrest diversion program as an alternative to expulsion or arrest. Whether to arrest or not is at the discretion of the law enforcement officer.

18. REMOVAL FROM CLASS

Teachers may recommend that students be removed from class for repeated disruptive behavior or a violent incident (Florida Statute 1003.32).

19. ALTERNATIVE EDUCATION CENTER

Students may be assigned to an alternative education center in an attempt to change their behavior. Students will be excluded from participating in all sports and extra-curricular activities for the duration of their enrollment at the alternative education center.

20. SUSPENSION FROM SCHOOL

Students may be suspended by the principal for up to ten days. Students will be remanded to the custody of their parents/guardians during the specified suspension. The superintendent may extend the suspension through the next regularly scheduled school board meeting in the event a recommendation for expulsion is received by the superintendent. Students on suspension are prohibited from being on any school property, on school-sponsored transportation, at school bus stops, on a school bus, or attending school-sponsored activities during their suspension. Suspensions are considered unexcused absences. Students on first-time suspensions are allowed to make up graded work only if they make a request to the principal or designee no later than two (2) days after their return to school. All made-up work must be submitted for grading within three (3) days of receiving the assignments or within three (3) days following the conclusion of their suspension. Students with multiple suspensions, extended suspensions, or suspensions

resulting from misbehavior related to in-school suspension, detention or Saturday school may be ineligible for this consideration.

21. **EXPULSION**

Expulsion is the removal of the right to attend school in Citrus County, be on any school property, on school-sponsored transportation, at school bus stops, on school buses or to attend any school-sponsored activities. Students may be expelled for the remainder of the school year and one additional year with or without continuing education services. The School Board of Citrus County has the exclusive authority to expel a student from school upon recommendation of the superintendent.

DEFINITIONS OF ACTS FOR DISCIPLINARY INTERVENTION

The following definitions describe conduct that may result in disciplinary action, including suspension or expulsion, and may also result in referral to law enforcement. This list is not all-inclusive.

Certain offenses are designated as School Environmental Safety Incident Reporting (SESIR) incidents pursuant to Rule 6A-1.0017, Florida Administrative Code. These incidents involve conduct that may violate state law or represent serious breaches of the Code of Student Conduct and are required by law to be reported to the Florida Department of Education, local law enforcement, or both. Each such offense is identified by its SESIR code.

Florida law requires that some SESIR incidents also be reported to law enforcement. The district will comply with all applicable legal reporting requirements. In addition, the district may refer other incidents to law enforcement based on the specific facts and circumstances.

SESIR incidents must be reported to law enforcement when they involve one or more of the following elements: alcohol, drugs, gangs, hate-related conduct, hazing, serious injury, or weapons. SESIR incidents required to be reported to law enforcement are marked with an asterisk (*).

DISCIPLINARY OFFENSES

a. **AGGRAVATED BATTERY*** [SESIR (BAT) – Level I]

(intentional great bodily harm) A battery where the attacker intentionally or knowingly causes more serious injury as defined in paragraph 6A-1.0017(8)(g), such as: great bodily harm, permanent disability, or permanent disfigurement; uses a deadly weapon; or, where the attacker knew or should have known the victim was pregnant.

WARNING: Battery on a school district employee is considered a felony pursuant to Florida Statute 784.081(2).

b. ALCOHOL* [SESIR (ALC) – Level IV]

Possession, sale, purchase, distribution, or use of alcoholic beverages. Use means the person is caught in the act of using, admits to use, or is discovered to have used during an investigation. Alcohol incidents cannot be drug-related.

c. ARSON* [SESIR (ARS) – Level I]

To intentionally damage or cause to be damaged, by fire or explosion, any dwelling, structure, or conveyance, whether occupied or not, or its contents. (Intentionally setting a fire on school property.)

d. BULLYING [SESIR (BUL) – Level IV]

Systematically and chronically inflicting physical hurt or psychological distress on one or more students or employees. Bullying includes instances of cyberbullying, as defined in Section 1006.147(3)(b), F.S. Bullying may include, but is not limited to, repetitive instances of teasing, social exclusion, threats, intimidation, stalking, physical violence, theft, harassment, public or private humiliation, or destruction of property. If the physical harm or psychological distress is not the result of systematic or chronic behavior, evaluate for Harassment. Intimidating behaviors that are repeated, intentional, and involve a power imbalance.

Cyberbullying is a means of bullying using technology, digital devices, or other electronic means of communication which includes the creation and/or distribution of hurtful/harmful messages, texts, pictures, social media posts, content, or videos. Cyberbullying may also include impersonation (including creating a fake page, profile, or account) or the mass sharing of electronic content when such actions create any of the conditions identified in the definition of bullying.

If you are the victim, witness, or have knowledge of alleged bullying, it is your responsibility to report the bullying to a teacher, certified school counselor, or other adult.

There will be consequences for a student found to have wrongfully and/or intentionally accused another as a means of bullying.

Offenses that do not meet the definition of bullying may result in disciplinary action.

ANY ACT OF BULLYING/HARASSMENT IS NOT TOLERATED IN CITRUS COUNTY SCHOOLS. FOR FURTHER INFORMATION ON OUR BULLYING/HARASSMENT POLICY, (5.321), PLEASE REFER TO THE FOLLOWING LINK: [click to access bullying policy](#)

e. BURGLARY* [SESIR (BRK) – Level II]

The unlawful entry into or remaining in a dwelling, structure, or conveyance with the intent to commit a crime therein. (illegal entry into a facility)

f. CRIMINAL MISCHIEF* (\$1,000 threshold) [SESIR (VAN) – Level III]

Willfully and maliciously injuring or damaging by any means any real or personal property belonging to another, including, but not limited to, the placement of graffiti thereon or other acts of vandalism thereto. Incidents that fall below the \$1,000 threshold are not reportable in SESIR but instead should be reported as locally defined incidents according to district policies.

g. CYBERSTALKING

Cyber stalking as defined in s. 784.048(1)(d), F.S., means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at a specific person(s), causing substantial emotional distress to that person(s), and serving no legitimate purpose.

h. DIRECT DEFIANCE OF AUTHORITY

To refuse or fail to obey, to show lack of respect, to be rude, or to refuse to do what someone in authority has said to do.

i. DISORDERLY CONDUCT

Any act which substantially disrupts the orderly conduct of a school function, behavior which substantially disrupts the orderly learning environment or poses a threat to the health, safety, and/or welfare of students, staff/others, or repeated misconduct.

j. DISRUPTION ON CAMPUS-MAJOR* [SESIR (DOC) – Level III]

Disruptive behavior that poses a serious threat to the learning environment, health, safety, or welfare of others. Examples of major disruptions include bomb threats, inciting a riot, or initiating a false fire alarm. (major disruption of all or a significant portion of campus activities, school-sponsored events, and school bus transportation)

k. DISRUPTIVE BEHAVIOR

Any behavior that tends or is likely to throw into confusion the normal learning processes or procedures, including a boycott, walkout, sit-in, or any similar disruptive action.

l. DRUG VIOLATIONS* (SESIR Codes Below)

Any act of unlawful use, possession, cultivation, manufacturing, distribution, sale, intent to distribute or sell, purchase, possess, transport or being under the influence of any controlled drug, narcotic substance, counterfeit controlled substance, alcohol, inhalant, over the counter drugs, or paraphernalia (equipment and devices used for preparing or taking narcotics or drugs).

Additionally, items that promote and/or advertise drugs or alcohol are prohibited. Controlled drugs and narcotic substances will include any prescription drug in the possession of anyone other than the individual for whom the drug or narcotic was prescribed. The delivery of a prescribed drug to someone other than the person for whom it was prescribed will also violate school policy and subject the student to disciplinary action.

Students are prohibited from possessing, using, or distributing by sale or otherwise, any substance that is represented to be, represented to contain, mimics, or that looks like a narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcoholic beverage, stimulant, depressant, intoxicant, or controlled substance of any kind under the law of Florida or federal law.

Substance includes, but is not limited to, any substance that contains or is represented to contain chemicals or any substance that produces the same effect as or is represented to produce the same effect as a controlled substance or any analogue of a controlled substance including, but not limited to, K-2, also known as "Spice" or "legal weed", or any substance containing THC.

Drug Sale or Distribution Excluding Alcohol [SESIR (DRD) – Level II]:

The manufacture, cultivation, purchase, sale, or distribution of any drug, narcotic, controlled substance, or substance represented to be a drug, narcotic, or controlled substance.

Drug Use or Possession Excluding Alcohol [SESIR (DRU) – Level III]:

The use or possession of any drug, narcotic, controlled substance, or any substance when used for chemical intoxication. Use means the person is caught in the act of using, admits to use, or is discovered to have used in the course of an investigation.

m. EXTORTION

To obtain or attempt to obtain any property including money by intimidation.

n. FALSE ACCUSATIONS AGAINST STAFF MEMBER OR STUDENT

The intentional publication (oral, written, or digital creation) of untrue, injurious allegations against a staff member, school volunteer, or student, or knowingly bringing false charges against a staff member, school volunteer, or student.

A recommendation of expulsion or assignment to a second chance school may also be made for any student found to have intentionally made false accusations that jeopardize the professional reputation, employment, or professional certification of a teacher or other member of the school staff. (Florida Statute 1006.09)

o. FALSE ACCUSATIONS OR OTHER MISLEADING ACTIONS

To make bomb threats, false fire alarms, false 911 calls, false accusations or other misleading actions including any false reporting of biological or chemical agents. (bomb threat – mandatory 1 year expulsion)

p. FIGHTING* [SESIR (FIT) – Level III]

When two or more people mutually participate in use of force or physical violence that requires either physical intervention or results in injury requiring first aid or medical attention. (mutual combat, mutual altercation)

q. GRAND THEFT* (\$750 threshold) [SESIR (STL) – Level III]

The unauthorized taking of the property of another person or organization, including motor vehicles, valued at \$750 or more, without threat, violence, or bodily harm. Incidents that fall below the \$750 threshold are not reportable in SESIR but instead should be reported as locally defined incidents according to district policies. Thefts of property of any value that involve a use of force, violence, assault, or putting the victim in fear must be reported as Robbery.

r. HARASSMENT (S) [SESIR (HAR) – Level IV]

Any threatening, insulting, or dehumanizing gesture, use of data or computer software, or written, verbal, or physical conduct that places a student or school employee in reasonable fear of harm to his or her person or damage to his or her property; has the effect of substantially interfering with a student's educational performance, opportunities, or benefits, or has the effect of substantially disrupting the orderly operation of a school, including any course of conduct directed at a specific person that causes substantial emotional distress in such a person and serves no legitimate purpose. Instances of Harassment that are chronic or repeated in nature should be evaluated for Bullying or Bullying-related.

Malicious Harassment/Hate Crimes: intentionally intimidating or harassing another person because of that person's race, religion, color, sexual orientation, ancestry, disability, marital status, or national origin.

s. HAZING* [SESIR (HAZ) – Level III]

Any action or situation that endangers the mental or physical health or safety of a student grades 6 through 12 at a school for purposes of initiation or admission into or affiliation with any school-sanctioned organization. Hazing includes, but is not limited to:

- a. Pressuring, coercing, or forcing a student to participate in illegal or dangerous behavior, or,
- b. Any brutality of a physical nature, such as whipping, beating, branding, or exposure to the elements.

t. HOMICIDE* [SESIR (HOM) – Level I]

The unjustified killing of one human being by another. (murder, manslaughter)

u. INAPPROPRIATE BEHAVIOR

Inappropriate behavior includes but is not limited to lying; engaging in unsuitable or improper behavior, gestures, or language; leaving school grounds or class without permission; and participating in gambling.

v. INAPPROPRIATE LANGUAGE

Use of either oral or written language, gestures, objects, or pictures which are socially unacceptable, or which may tend to disrupt the orderly school environment, a school function, or extra-curricular activity. Sexual, vulgar or lewd gestures or motions, making sexual, vulgar or lewd remarks, profanity, racial slurs, or hate speech (prejudice based on race, religion, ethnicity, color, ancestry, sexual orientation, or national origin).

w. INAPPROPRIATE USE OF THE INTERNET

The use of the Internet, either through the school district's portal or by access through a cellular network on school property, on schools sponsored transportation, at school bus stops, on school buses or during school- sponsored activities is a privilege granted to students at the Citrus County School District. Students shall only use their assigned username and password to access the district internet or electronic resources, and access shall be for instructional purposes only. Students are prohibited from accessing the Internet, either through the school district's portal or through a cellular network on school property, on school sponsored transportation, at school bus stops, on school buses or during school- sponsored activities for prohibited activities. Prohibited activities include, but are not limited to, the following: accessing the school district's protected files or programs; sites of pornography; sites that use profanity, obscenities, and/or promote hate crimes; sites that do not support the appropriate classroom lessons or curriculum; and/or sharing inappropriate or intentionally false information. This also includes any computer activity that would harm or disrupt the school district's computer systems and network. Any violation or inappropriate use of the Internet may cause this privilege to be revoked by the principal, bus driver or their designees, in their sole discretion. Additionally, inappropriate use of the Internet shall result in disciplinary action, including expulsion.

x. KIDNAPPING* [SESIR (KID) – Level I]

Forcibly, secretly, or by threat, confining, abducting, or imprisoning another person against his or her will and without lawful authority (abduction of an individual).

y. ONLINE COURSEWORK VIOLATION

It is unlawful for any person to knowingly and willfully take an online course or examination on behalf of another person for compensation. Any person who violates this subsection commits a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083. Any student who uses another person to complete coursework, or any student who completes

course work for another student, is subject to disciplinary action, which may include loss of credit.

z. OTHER MAJOR INCIDENTS* [SESIR (OMC) – Level III]

Any serious, harmful incident resulting in the need for law enforcement consultation not previously classified. This includes any drug or weapon found unattended and not linked to any individual; such incidents must be coded with the appropriate related element (such as drug-related or weapon-related) and incident involvement must be reported as unknown. (major incidents that do not fit within the other definitions)

Examples: Producing or knowingly using counterfeit money, participating in gambling activities, possession of pornographic materials that depict persons under the age of 18, or possessing drug paraphernalia.

aa. PHYSICAL ALTERCATION

Intentionally making physical contact between two or more students through pushing, hitting, shoving, or slapping which causes a disruption to the environment.

bb. PLAGIARISM AND CHEATING

Plagiarism

According to Merriam-Webster's online dictionary, plagiarism is to steal and pass off (the ideas or words of another) as one's own: use (another's production) without crediting the source.

Some examples are, but are not limited to the following:

- Copying and pasting a report from the Internet and representing it as your own work
- Copying any other work and not properly citing authorship

Cheating

According to Merriam-Webster's online dictionary, cheating is defined in multiple ways. To influence or lead by deceit, trick, or artifice a: To practice fraud or trickery b: To violate rules dishonestly.

Some examples are, but are not limited to the following:

- Providing questions/answers/ or work to another student.
- Receiving questions/answers/ or work from another student.
- The use of Artificial Intelligence (AI) tools (e.g., ChatGPT, Grammarly, image generators, etc.) is permitted only when specifically authorized by the teacher or allowed by the assignment guidelines.

Artificial Intelligence (AI) tools may be used for instructional purposes expressly authorized by the teacher. Instructional purposes may include, but are not limited to, research, brainstorming, drafting, proofreading, editing, feedback, revision, and the development of AI literacy skills.

Unless expressly authorized, students may not use AI tools to generate responses, complete assignments, or otherwise substitute for or substantially assist in work that is expected to reflect the student's own knowledge, understanding, and effort.

Disclosure: When permitted, students may be required to disclose or appropriately attribute their use of AI in accordance with assignment expectations.

Unauthorized Use: Use of AI that replaces or misrepresents student work, or that circumvents the instructional purpose of an assignment, is prohibited and will be treated as cheating.

Note: Teachers may incorporate AI tools as part of instruction to support student learning and are encouraged to incorporate AI tools to develop responsible, ethical, and effective use of artificial intelligence.

A variety of consequences may be administered when a student is caught cheating or plagiarizing in any course, whether online or in the classroom. These consequences range from resubmission of an assignment to expulsion from any online coursework for up to one year or a grade of zero in the classroom setting. Additionally, final grades may be rescinded if a student is found to have cheated or plagiarized after the grade has been posted to the transcript.

cc. POSSESSION/USE OF CELLPHONES

The possession of cell phones, wireless communication devices, or smart watches by students are a privilege granted to students by the Citrus County School District. Students may possess these devices on school property, on school- sponsored transportation, at school bus stops, on school buses or during school-sponsored activities. Elementary and middle school students may not use a wireless device during the school day. A high school teacher shall designate an area for wireless communication devices during instructional time or cell phones/wireless communication devices must be silenced and stored out of sight. School administration has the discretion to allow the use of these devices during non-instructional and/or non-class scheduled periods in designated locations. Instructional staff or school administration may authorize the use of cell phones and/or wireless communications devices during the school day in accordance with the student's individualized education plan, 504 accommodation plan, or a doctor's note certifying in writing the use of a wireless communication device based upon valid clinical reasoning or evidence. It is the responsibility of the student and parent/guardian to ensure cell phones/wireless communications devices are used properly. Any use of these devices for access to the school district's protected files or programs, criminal intent or other inappropriate use may cause this privilege to be revoked by the principal, bus driver or their designees, in their sole discretion, confiscation of the device, and additional discipline upon further investigation. The Citrus County School District is not responsible for theft, loss, unauthorized use, or damage to cell phones or other wireless devices.

Pursuant to testing regulations as outlined in the Test Administration Manual, “cell phones and/or any electronic devices are not permitted during standardized testing. If a student is found to be in possession of a cell phone or any electronic device during standardized testing, his or her test must be invalidated”.

dd. POSSESSION/USE OF A DANGEROUS INSTRUMENT

To possess/use any instrument or object that is able or likely to cause harm including but not limited to pocket knives with a blade less than 4 inches, fireworks, explosive devices, mace, common pocket knives, straight blade knives, chains, pointed instruments, razor blades, box cutters, sharp cutting instruments, ice picks, pipes, nunchakus, Chinese stars, chemical irritants, mace, tear gas, pepper spray, poisonous gases, electrical weapons or devices, “look-alike” weapons, starter pistol, stun gun, b-b or pellet gun, air soft gun, paint ball gun, toy gun, or replica or facsimile of a firearm; whether operable or inoperable, loaded or unloaded.

ee. POSSESSION/USE OF ELECTRONIC DEVICES

Non-School Board Issued Electronic Devices

The possession of non-school board issued electronic devices, including but not limited to cellular telephones, smartwatches, smart glasses, tablet devices, laptop computers, cameras, audio or video recording devices, gaming devices, and any other personal electronic or wireless communication devices by students is a privilege granted to students by the Citrus County School District. Students may possess these devices on school property, on school-sponsored transportation, at school bus stops, on school buses or during school-sponsored activities.

Non-school board issued devices are not permitted to be visible or used during instructional time, except as authorized by school personnel or as required by an IEP, Section 504 Plan, or documented medical need. A teacher shall designate an area for wireless communications devices during instructional time per Florida Statute 1006.07. Use of non-school board issued devices during non-instructional and/or non-class scheduled periods shall be at the discretion of the school administration. These devices may not be used for transmitting, retrieving, sharing, or storing any communication of obscene, discriminatory, or graphically violent material. The use of any of these devices for access to the school district’s protected files or programs, criminal intent or other inappropriate uses may cause this privilege to be revoked by the principal, bus driver or their designees, in their sole discretion, confiscation of the device, and disciplinary action upon investigation of the infraction. The Citrus County School District shall not be responsible for theft, loss, unauthorized use, and/or damaged devices.

School Board Issued Electronic Devices

Students who receive any electronic device from the school district (i.e. iPad, Chromebook) shall only use the electronic device for school-related educational purposes. Any personal use of the electronic device may be a violation of the Code of

Student Conduct and lead to disciplinary action. Additionally, students and parents/guardians are responsible for the safety and maintenance of the electronic device and will be responsible for all damages and/or replacement value of the electronic device.

The possession of school board issued electronic devices is a privilege granted to students by the Citrus County School District. Students may possess and use these devices on school property, on school-sponsored transportation, at school bus stops, on school buses or during school-sponsored activities when expressly directed by a teacher solely for educational purposes. A teacher shall designate an area for wireless communication devices during instructional time (FS 1006.07). These devices may not be used for transmitting, retrieving, sharing, or storing any communication of obscene, discriminatory, or graphically violent material. The use of any of these devices for access to the school district's protected files or programs, criminal intent or other inappropriate uses may cause this privilege to be revoked by the principal, bus driver or their designees, in their sole discretion, confiscation of the device, and disciplinary action upon investigation of the infraction. The Citrus County School District shall not be responsible for theft, loss, unauthorized use, and/or damaged devices.

WARNING: Students shall not knowingly create, possess, access, view, transmit, request, or distribute any nude, obscene, or sexually explicit image or material through any means, including but not limited to text message, email, social media, or other electronic or digital transmission. This prohibition applies regardless of whether the image depicts the student or another person. This prohibition includes images or materials that are digitally created, altered, manipulated, or generated using artificial intelligence (AI) or similar technology, including “deepfake” or synthetic content that depicts a person in a nude or sexually explicit manner. Conduct prohibited by this section may violate Florida law, including laws related to obscene materials and the electronic transmission of harmful content involving minors. Any violation shall subject the student to disciplinary action in accordance with this Code of Student Conduct and may be referred to law enforcement and/or other appropriate state or federal agencies, which may result in arrest and prosecution.

ff. POSSESSION/USE OF A FIREARM* [SESIR (WPO) – Level II]

Firearms per Florida Statutes Section 790, which mandates a minimum one year expulsion with or without services per Florida Statute Section 1006.13: Possession of a firearm or any instrument or object as defined by Section 790.001(6) F.S., that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm. Firearm means any weapon (including a starter gun), which will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of such weapon, any firearm muffler or firearm silencer; any destructive device (as defined in Florida Statutes Section 790); or any machine gun. The term “firearm” does not include an antique firearm unless the antique firearm is used in the commission of a crime.

gg. POSSESSION/USE OF TOBACCO [SESIR (TBC) – Level IV]

The possession, sale, purchase, distribution, or use, of tobacco or nicotine products on school grounds, at school-sponsored events, or on school transportation by any person under the age of 21. (cigarettes or other forms of tobacco/nicotine)

To possess/use cigarettes, vapes/vaping devices (electronic cigarettes, e-Cig, electronic vaporizers), cigars, smokeless or spit-less tobacco, chewing tobacco, dip, or any other tobacco product including lighters and matches. Vapes, or vaping devices are battery-operated devices that deliver vapor (sometimes called aerosol) made up of nicotine, flavorings, and other chemicals.

Students who violate this section of the Code of Student Conduct are subject to the following disciplinary actions:

First Offense – One (1) day of out of school suspension and completion of a Citrus County Schools assigned tobacco/drug course. Law enforcement may also issue a citation which may include a tobacco, drug, and alcohol course.

Second Offense – Three (3) days of out of school suspension and completion of a Citrus County Schools assigned tobacco/drug course. Law enforcement may also issue a citation which may include a tobacco, drug, and alcohol course.

Third Offense – Five (5) days of out of school suspension and completion of a Citrus County Schools assigned tobacco/drug course. Law enforcement may also issue a citation which may include a tobacco, drug, and alcohol course.

Fourth or Subsequent Offense – Suspension, alternative placement and/or expulsion from school and completion of a Citrus County Schools assigned tobacco/drug course. Law enforcement may also issue a citation which may include a tobacco, drug, and alcohol course.

hh. POSSESSION/USE OF A VAPING DEVICE (Non-tobacco or drug)

The possession, sale, purchase, distribution, or use of a battery-operated vape or vaping device that delivers vapor made up flavorings. Vaping devices containing tobacco or drugs must be coded under Tobacco or Drug violation.

ii. POSSESSION/USE OF A WEAPON* [SESIR (WPO) – Level II]

Bringing a firearm or weapon, as defined in Florida Statute Section 790, to school, to any school function, or onto any school-sponsored transportation or possessing a firearm at school mandate a minimum one-year expulsion with or without services per Florida Statute Section 1006.13: (possession of firearms and other instruments which can cause harm) Possession of a firearm or any instrument or object that can inflict serious harm on another person or that can place a person in reasonable fear of serious harm.

The possession of any instrument or object as defined in Section 790.001(13) that can inflict serious harm on another person, or that can place a person in reasonable fear of serious harm, including any dirk, knife, metallic knuckles, slungshot, billie, tear gas gun, chemical weapon or device, or other deadly weapon except a firearm or a common pocketknife, plastic knife, or blunt-bladed table knife.

jj. ROBBERY* [SESIR (ROB) – Level II]

The taking or attempted taking money or other property from the person or custody of another, with the intent to permanently or temporarily deprive the person or owner of the money or other property under the confrontational circumstance of force, or threat of force or violence, and/or by putting the victim in fear. A key difference in Grand Theft and Robbery is that Robbery involves violence, a threat of violence or assault, and putting the victim in fear. (using force to take something from another)

kk. SEXUAL ASSAULT* [SESIR (SXA) – Level II]

Sexual assault includes unwanted sexual contact or conduct, such as inappropriate touching, as well as threats of sexual violence. This offense is categorized in accordance with the Florida Department of Education's School Environmental Safety Incident Reporting (SESIR) guidelines.

ll. SEXUAL BATTERY* (RAPE) [SESIR (SXB) – Level I]

Sexual battery is defined as non-consensual sexual contact or conduct as prohibited by section 794.011, Florida Statutes. This includes both attempted and completed acts.

This offense is categorized in accordance with the Florida Department of Education's School Environmental Safety Incident Reporting (SESIR) guidelines.

Any conduct constituting sexual battery is a serious violation of this Code of Student Conduct. Students who engage in such behavior are subject to the most severe disciplinary consequences and shall be referred to law enforcement.

mm. SEXUAL HARRASSMENT [SESIR (SXH) – Level III]

Unwelcome conduct of a sexual nature, such as sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Harassing conduct can include verbal or nonverbal actions, including graphic and written statements, and may include statements made through computers, cellphones, and other devices connected to the Internet. The conduct can be carried out by school employees, other students, and non-employee third parties. (undesired sexual behavior)

nn. SEXUAL OFFENSES* (OTHER) [SESIR (SXO) – Level III]

Other sexual contact, including intercourse, without force or threat of force. Includes subjecting an individual to lewd sexual gestures, sexual activity, or exposing private body parts in a lewd manner. (lewdness, indecent exposure)

oo. SIMPLE BATTERY* [SESIR (PHA) – Level II]

An actual and intentional touching or striking of another person against his or her will, or the intentional causing of bodily harm to an individual.

pp. TEEN DATING VIOLENCE AND ABUSE

Teen dating violence is a pattern of emotional, verbal, sexual, or physical abuse used by one person in a current or past intimate relationship to exert power and control over another when one or both partners is a teenager.

Abuse is mistreatment, which may include insults, coercion, social sabotage, sexual harassment, threats and/or acts of physical or sexual abuse. The abusive partner uses this pattern of violent and coercive behavior to gain power and maintain control over the dating partner.

qq. THREAT OR CONCERNING BEHAVIOR

- A threat may be expressed or communicated behaviorally, orally, visually, in writing, electronically, or through any other means. A threat is communication indicating that an individual poses a potential danger to the safety of school staff or students through acts of violence or other behavior that could cause harm to self or others if acted upon. This type of threat does not rise to the level of Threat/Intimidation as defined by Rule 6A-1.0017.
- Concerning behavior is an observable behavior that elicits concern in others regarding the safety of an individual or those around them. This includes unusual interest in violent topics, conflicts or grievances between classmates, increased anger, increased substance use, or other noteworthy changes in behavior such as depression or withdrawal from social activities.

rr. THREATS/INTIMIDATION* [SESIR (TRE) – Level III]

An incident where there was no physical contact between the offender and victim, but the victim reasonably believed that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats and verbal threats of physical harm which are made in person, electronically or through any other means. (Instilling fear in others)

A threat to cause physical harm to another person with or without the use of a weapon that includes all of the following elements:

- (1) intent: an intention that the threat is heard or seen by the person who is the object of the threat;
- (2) fear: a reasonable fear or apprehension by the person who is the object of the threat that the threat could be carried out; and
- (3) capability: the ability of the offender to actually carry out the threat directly or by a weapon or other instrument that can easily be obtained.

ss. TRESPASSING* [SESIR (TRS) – Level III]

To enter or remain on school grounds, school transportation, or at a school-sponsored event, without authorization or invitation and with no lawful purpose for entry. Only incidents involving a student currently under suspension or expulsion, or incidents where any offender (student or non-student) was previously issued an official trespass warning by school officials, or where any offender was arrested for trespass are required to be reported in SESIR. Trespass incidents that did not have a prior official warning, did not result in arrest, or did not involve students under suspension or expulsion should be reported as locally defined incidents according to district policies. (Illegal entry onto campus)

tt. UNAUTHORIZED ACCESS TO ANY SCHOOL EQUIPMENT, COMPUTERS, OR RECORDS

Unauthorized access to any school equipment, computers, or records.

uu. VIOLATION OF RULES

To disregard or break school, bus, or cafeteria safety rules and/or driving privileges. According to 553.865(6) FS, students may not willfully enter a restroom or changing facility designated for the opposite sex on school property for a purpose other than those listed below:

- To accompany a person of the opposite sex for the purpose of assisting or chaperoning a child under the age of 12, an elderly person as defined in s. 825.101, or a person with a disability as defined in s. 760.22 or a developmental disability as defined in s. 393.063.
- To render emergency medical assistance or to intervene in any other emergency situation where the health or safety of another person is at risk.
- If the appropriate designated restroom or changing facility is out of order or under repair and the restroom or changing facility designated for the opposite sex contains no person of the opposite sex.

Students who violate this policy and refuse to depart from the restroom or changing facility when asked to do so are subject to disciplinary action up to and including expulsion.

ADDITIONAL REASONS FOR DISCIPLINING STUDENTS

1. Committing any act which disrupts or tends to disrupt the orderly, peaceful, normal, or efficient operation of any school activity.
2. Engaging in less serious but continuing misconduct that is detrimental to the educational function of the school.
3. Students making direct or indirect threats of violence against individuals and/or groups are subject to appropriate disciplinary consequences, up to and including suspension and/or expulsion. Any threat of such violence should be reported immediately to staff and/or school administrators and may be referred to law enforcement.

4. When students use social media to threaten other students or school employees which has a direct effect on a school function, law enforcement may be requested to conduct a home visit and/or become involved, which could result in criminal prosecution, suspension, and/or expulsion.
5. Suspension proceedings may be initiated against any student enrolled who is formally charged with a felony or with a delinquent act which would be a felony if committed by an adult, by a proper prosecuting attorney for an incident which allegedly occurred on property other than public school property, if the incident is shown, in an administrative hearing with notice provided to the parents/guardians or custodians to have an adverse impact on the educational program, discipline, or welfare in the school in which the student is enrolled (Florida Statute 1006.09). Should circumstance warrant, the student may be prohibited from participating in future school-sponsored activities.

DUE PROCESS PROCEDURES FOR SUSPENSION AND EXPULSION

1. A student who is accused of misconduct which, in the opinion of the principal or designee, is serious enough to warrant suspension or expulsion from school or the school bus, must be given the following due process:
 - a. The student must be told by the principal or designee the reason(s) for the suspension or expulsion recommendation.
 - b. The student must be allowed to present his/her side of the matter verbally or in writing and the student may also have witnesses for his/her version of the incident.
 - c. The student and parent/guardian shall be provided a written notice of suspension using the district's official suspension form. The notice shall include the reason(s) for the suspension and shall be provided to the parent/guardian by U.S. mail within 24 hours. The suspension and its reasons shall also be reported to the Superintendent or designee within the same timeframe.
 - d. The student and the parent/guardian have the right to request a suspension conference with the principal to discuss the discipline imposed. Requests must be made within three (3) school days of the notice of suspension and will be scheduled within five (5) business days. The suspension conference is an informal meeting intended to review the incident and the disciplinary decision. It is not a formal legal proceeding and is not conducted in accordance with the procedures applicable to administrative hearings under FS 120.57, or court proceedings. Formal rules of evidence and procedure do not apply. If the conduct underlying the suspension results in a recommendation for expulsion, the student shall be afforded all applicable procedural safeguards associated with the expulsion process.
 - e. The parent/guardian may request an administrative review by the superintendent or designee after the principal conference described in Step (d.). The sole purpose of this

review is to decide if the student was given due process (as defined in this section) at the school. All such requests must be in writing and must be submitted within three (3) school days after the suspension conference described in Step (d.). A written determination will be issued within five (5) business days of receipt.

- f. When the behavior of a student with a disability documented with an IEP or Section 504 plan results in a change of placement (removal is for more than 10 consecutive days or a series of removals that constitute a pattern because the removals cumulate to more than 10 school days in a school year), an IEP (Individual Education Plan) or 504 meeting is held as soon as possible, but no later than 10 school days after the removal decision in order to conduct a manifestation determination. Suspension from the bus which results in the student being absent from school may count toward the student's cumulative suspensions for the school year if transportation is noted on the student's IEP.
2. Any expulsion recommendation from the principal to the superintendent shall include a documented report by the principal on the alternative or corrective measures taken prior to a recommendation of expulsion.
3. The superintendent has the authority to extend a principal's suspension of a student being recommended for expulsion. This suspension may be extended by the superintendent until the next regularly scheduled school board meeting. The superintendent may also assign any student suspended or being considered for expulsion to an individually designated program or other special placement.
4. A resolution meeting can be held to determine if a mutually acceptable resolution can be agreed upon. If a mutually acceptable resolution cannot be reached, then the student or parent/guardian has the right to have the recommended expulsion presented at the next regularly scheduled school board meeting for a due process hearing. The superintendent has the authority to extend a principal's suspension to the next regularly scheduled school board meeting if the school board declines to adopt the resolution agreed upon by the superintendent and the student.
5. If the superintendent recommends expulsion, the recommendation may include expulsion for the remainder of the school year, up to one additional school year, or a longer period as permitted by Florida law, based on the nature and circumstances of the offense.
6. When the behavior of a student with a disability, results in a pending expulsion, an IEP or 504 meeting will be held as soon as possible, but no later than 10 school days after the removal decision to conduct a manifestation determination. If the IEP or 504 team determines the student's behavior was related to the disability, the student's placement cannot be changed by school personnel as a disciplinary intervention. If the IEP or 504 team determines that the student's behavior was not related to the disability, the relevant disciplinary procedures applicable to students without disabilities may be applied to the student in the same way they

would be applied to students without disabilities. However, services are provided in accordance with Rule 6A-6.03312(5) FAC.

SEARCH & SEIZURE

To deter individuals from bringing contraband, weapons, and other potentially dangerous items or materials onto district property or to events sponsored by the district, to curtail the threat of violence or harm to those in the educational environment, and to foster a safe learning environment for students, staff, and visitors, administrative searches utilizing detection devices and methodologies, such as electronic detection devices and canines are authorized.

State and federal law recognizes that teachers and school administrators have a need to stand in the place of parents/guardians over children entrusted to them at school. This is a legal concept called in loco parentis. Section 1003.31(1) FS also recognizes that students are under the control and direction of the principal or teacher in charge of the school. This authorizes school personnel to search without a warrant based on reasonable suspicion and are not held to the higher standard of “probable cause” by which law enforcement is bound.

School officials have a responsibility for the health, safety, and welfare of their students. Lockers are school property, and any student who chooses to use a school locker should understand this. School lockers may be opened and searched by school authorities at any time upon reasonable suspicion, for prohibited or illegally possessed substances or objects.

Driving to school is a privilege for students. School officials have the legal right to inspect the interior, exterior or any compartment of any vehicle brought onto a school campus at any time upon reasonable suspicion that the vehicle may contain items that are illegal or prohibited.

School officials may conduct a warrantless search of a student's person, locker, or any other storage area (i.e., bookbags, purses, cell phone and/or electronic devices) on school property if they have reasonable suspicion to believe that illegal, prohibited, or harmful items or substances may be concealed on the student's person or in such areas. Any search of a student's belongings will be conducted discreetly to maintain the privacy of the student's personal items. Personal items that are not prohibited on school grounds must be immediately returned to the student.

Students who refuse, prevent, elude, or otherwise attempt to prevent search of their person, possession, vehicle, or similar search requests may receive up to a 10-day suspension, and may receive consequences up to and including expulsion.

TRESPASSING

Everyone except school staff and students must report to the school's main office when entering school property. The Citrus County School Board and Florida law give school administration the authority to direct any individual or group to leave any school district property, school-sponsored transportation, school bus stops, school buses, or from school-sponsored activities. If the individual or group does not leave, they are subject to arrest. Students currently on suspension or expulsion are prohibited from being on any school district property, school-sponsored transportation, school bus stops, school buses, or from attending school-sponsored activities.

ATHLETIC ELIGIBILITY STANDARDS

1. A student not currently suspended from interscholastic or intrascholastic extracurricular activities, or suspended or expelled from school, pursuant to a district school board's suspension or expulsion powers provided in law, including ss.1006.07, 1006.08, and 1006.09, is eligible to participate in interscholastic and intrascholastic extracurricular activities.
2. A student may not participate in a sport if the student participated in that same sport at another school during that school year, unless the student meets the following criteria in s. 1006.15(3)(h):
 - a. Dependent children of active military personnel whose move resulted from military orders.
 - b. Children who have been relocated due to a foster care placement in a different school zone.
 - c. Children who move due to a court-ordered change in custody due to separation or divorce, or the serious illness or death of a custodial parent.
 - d. Authorized for good cause in district or charter school policy.
 1. Move to a new residence - the student moves to a new home address due to a move by the student and a person(s) with whom he/she has been previously living that makes it necessary for the student to attend a different school.
 2. Move to a new residence following the marriage of the student.
 3. Reassignment by the district school board or charter school board.
 4. Transfer of school within the first twenty days - i.e. acceptance into a previously applied for program.
3. A student's eligibility to participate in any interscholastic or intrascholastic extracurricular activity may not be affected by any alleged recruiting violation until final disposition of the allegation pursuant to s. 1006.20(2)(b). ([see 2026-2027 Athletic Handbook](#)).

The following is a list of examples, such as, but not limited to, that could potentially affect the athletic eligibility of a student:

- Possession, use, distribution, sale or being under the influence of alcohol, tobacco, nicotine/vaping products, controlled substances, or illegal drugs in violation of school board policy or Florida law.

- A high school student-athlete must maintain a cumulative 2.0 GPA on a 4.0 scale at the conclusion of each semester to remain eligible for participation in accordance with Florida Statutes and FHSAA requirements.
- Repeated or serious school or classroom discipline violations.
- Unsportsmanlike interactions may result in the loss of a team leadership position for current and future athletic participation during the current school year.
- Inappropriate social media or electronic communication, including comments, photographs, videos, or posts that violate district policy or disrupt the educational environment.
- Bullying, cyberbullying, harassment, hazing, intimidation, or threats in violation of school board policy or Florida law.
- Sportsmanship/Ejections – students who are ejected from a contest will be ineligible to participate in events for the amount of time determined by the FHSAA or school administration
- Violation of dress code policy
- Eligibility Limit:
 - Middle school – three years
 - High school – four years
- Age Limit –19 years old on or before July 1st (High School) 15 years old on or before September 1st (Middle School)
- Failure to maintain required athletic documentation, including the (EL2) Physical Evaluation, (EL3) Consent and Release from Liability Certificate, and, when applicable, the Electrocardiogram (ECG) Screening Form (EL1). (see ECG for Athletic Packet).
- Violation of established team, school, district, or FHSAA rules and expectations.
- Any other violation of school board policy, Florida Statutes, or FHSAA bylaws that may result in suspension, removal, or ineligibility from extracurricular participation.

TRANSPORTATION

The Citrus County School Board provides transportation for any student living two miles or more from their zoned school. While students are riding the school bus, they are under the authority of the school principal or designee and the school bus driver. Students may be videotaped any time while on school buses. The video cameras contain audio components. Any student who misbehaves on the bus will be reported to the principal or designee and may be **suspended or expelled** from riding the bus. In such cases, it will be the parent/guardian's responsibility to provide transportation. Pre-kindergarten and Kindergarten students will not be released from the bus if a parent/guardian or approved adult is not at the bus stop. Any adult who is approved to receive students must be listed on the student's emergency form. If there is no parent/guardian or approved

adult at the bus stop when the bus arrives to receive a pre-kindergarten or kindergarten student, the student will be returned to the school.

Sprays and lotions are not permitted to be used or applied on the bus due to allergies, medical conditions, and limited air circulation.

INSTRUCTIONS FOR STUDENTS RIDING SCHOOL BUSES

1. Students are expected to arrive at bus stops five minutes ahead of the scheduled stop time to avoid missing the bus. Parents/guardians and students are responsible for their safe travel during the portions of each trip to and from school and home when the students are not under the custody and control of the school district, including, during each trip to and from home and the assigned bus stop when the school district provides bus transportation.
2. Students shall respect the driver and follow instructions.
3. Students shall remain seated, keep head and arms inside the bus and keep their hands, feet, and other objects to themselves.
4. Students shall keep the door and the aisle clear of all obstacles. No pets, glass, or large items, including large band instruments or skateboards will be allowed on the bus.
5. Students shall not throw anything at the bus, out of the bus, or on the bus.
6. Students shall be silent when the dome lights are on.
7. Students shall not eat, drink, or chew gum on the bus. All food, water and other items shall be securely stowed and put away.
8. Students shall keep conversations quiet.
9. Students shall not use profanity or obscene language or gestures.
10. At the bus stops, students shall cross the road in front of the bus after waiting for the driver's signal.
11. Students shall only ride their assigned school bus and get off only at their assigned bus stop, except when the district has approved alternative buses or arrangements. To ride an alternate bus, students must present a permission slip, signed by a parent/guardian and the principal or designee.
12. Students shall maintain complete silence at all railroad crossings.
13. Students shall comply with all regulations in the Code of Student Conduct while riding the bus, and when students are at the school bus stops. Parents/guardians shall provide necessary supervision during times when the bus is not present.

14. **Pre-kindergarten and kindergarten students will not be released from the bus if a parent/guardian, approved adult, or approved older sibling in grade 6 or higher, is not present at the bus stop. Any adult or older sibling in grade 6 or higher must be listed on the student's emergency form or transportation registration form. If there is no parent/guardian, approved adult, or older sibling in grade 6 or higher at the bus stop when the bus arrives to receive a pre- kindergarten or kindergarten student, the student will be returned to the school.**

REMEMBER, RIDING THE BUS IS A PRIVILEGE, NOT A RIGHT. GOOD BEHAVIOR IS THE ONLY WAY TO CONTINUE RIDING.

STUDENT DRESS CODE FOR CITRUS COUNTY SCHOOLS

The Citrus County School Board recognizes that clothing fashions change and that fads come and go, but distinctions still need to be made as to what is acceptable attire for educational purposes. Some clothing which might be appropriate in other settings would be completely inappropriate and disruptive for the learning atmosphere in a school setting.

The principal or designee is responsible for interpreting and clarifying the student dress code upon student or parent/guardian request. The principal or designee is the final authority for interpreting and applying the student dress code related to special events and activities conducted at the school.

Students will dress in attire which does not distract from the learning process or the educational environment. The Citrus County School guidelines specify the following:

- Clothing should not be sexually suggestive, and it should cover and conceal body parts, e.g. chest, midriff, back, legs (to mid-thigh or longer), shoulders (2" wide shoulder straps minimum).
- Clothing should cover all undergarments.
- Shorts, skirts, or pants should be worn at natural waistline.
- Attire should not illustrate, enhance, or depict tobacco/alcohol/drugs, nor have offensive, racial, gang-related, sexual or violent messages, or images.
- Attire should contribute to the health and safety of all students and staff. Jewelry, shoes, accessories, hair color and hair styles must be free of conditions that could be considered hazardous or disruptive.
- Accessories such as, but not limited to, spiked necklaces, spiked wristbands, spiked earrings, and wallet chains are not permissible.
- Blankets and/or sleepwear (i.e. pajamas, house slippers) are not allowed. Pants/shorts with a zipper or closed/sewn fly are permitted.
- Any accessory which attaches to your body or clothing causing disruption, distraction, or a safety hazard is not permissible, as determined by the principal or designee.



HEAD COVERS

Hats and head covers should not be worn in designated school areas at any time, except for recognized religious purposes. Sweatshirt hoodies and other head covers that block all or part of the face are considered a violation of the dress code and to school safety.

FOOTWEAR

Footwear should contribute to the health and safety of all students and staff. Roller shoes and house slippers are not permitted. Tennis shoes/sneakers may be required for physical activity.

CLOTHING

The following administrative guidelines must be followed by all students when wearing shorts, skirts, pants, and dresses:

1. The length of shorts, skirts, and dresses must be mid-thigh or longer (please refer to the diagram provided on page 47).
2. Clothing that is too tight, too baggy, causes disruption, distraction, or a safety hazard will not be permitted. Tight-fitting clothing is not permitted unless covered by other approved clothing.
3. Tears/holes in shorts/pants must be below the mid-thigh unless patches or leggings are worn underneath the shorts/pants. Skin must not be seen above the mid-thigh.

NOTE: It is the responsibility of each student to come to school in the appropriate dress, have respect for self and others, and understand the role that appropriate dress and respect for self and others has in an orderly learning environment. Therefore, students, while attending school during the regular school day, are prohibited from wearing clothes that expose underwear or body parts in an indecent or vulgar manner or that disrupts the orderly learning environment. Any student who violates this dress policy is subject to the following disciplinary actions as pursuant to 1006.07:

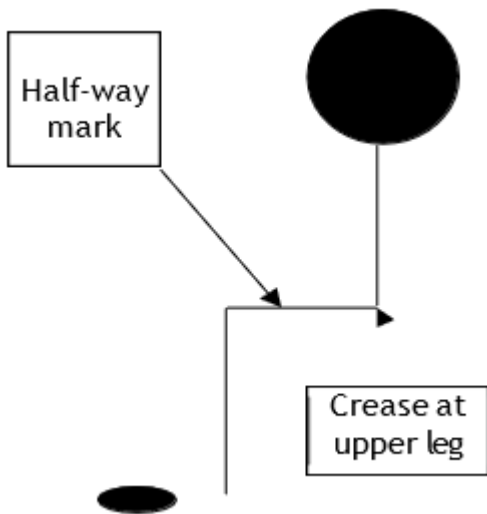
1. For a first offense, a student shall be given a verbal warning and the school principal or designee shall call the student's parent/guardian.
2. For a second offense, the student is ineligible to participate in any extracurricular activity for a period not to exceed five (5) days and the school principal or designee shall meet with the student's parent/guardian.
3. For a third or subsequent offense, a student shall receive an in-school suspension for a period not to exceed three (3) days, the student is ineligible to participate in any extracurricular activity for a period not to exceed 30 days, and the school principal or designee shall call the student's parent/guardian and send the parent/guardian a written letter regarding the student's in-school suspension and ineligibility to participate in extracurricular activities.

VIOLATION OF THE STUDENT DRESS CODE

Any student violating the student dress code may be sent home to change, or the parent/guardian may be asked to bring a change of clothes to the school for the student. Any absence caused by a student dress code violation will be an unexcused absence for each period or day missed.

Nothing in this section is intended to keep school principals from using their best judgment as to how to best implement this code.

DRESS CODE GUIDELINE FOR STUDENTS AND PARENTS/GUARDIANS



Use this quick technique to make sure your child(ren) is(are) in compliance with our Dress Code policy as to the appropriate length of shorts, skirts, and dresses.

The halfway mark is defined as: while in the seated position, measure halfway from the top of the leg (the crease your hip makes when seated) to the outside of the bent knee.

In a standing position, whatever students are wearing should be as long or longer than the half-way mark.

PUBLIC NOTICE – STUDENT RECORDS

PURPOSE

The Citrus County Public Schools maintain educational records on each student for the purpose of planning instructional programs, for guidance of students, for preparation of state and federal reports, and for research. Student records are for the educational benefit of the student, and the information recorded and maintained is in keeping with the best educational interest of the student.

ACCESS TO STUDENT RECORDS

Those people having access to student records are members of the school board, the superintendent and staff, professional staff of the school, the parent/guardian of the student, a court of competent jurisdiction, and other persons as the parent/guardian may authorize in writing. These records are maintained under the direction of the school principal in each school. The Citrus County School District recognizes further the rights afforded to parents/guardians and students in keeping with the Family Educational Rights and Privacy Act (FERPA).

CITRUS COUNTY REGISTRATION AND EMERGENCY INFORMATION FORM

A student's social security number is not required as part of the registration process and students will be assigned a student number identifier.

For additional information and details regarding student records contact your school's guidance department.

ANNUAL NOTICE OF RIGHT TO REVIEW STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) affords parents/guardians and students over 18 years of age certain rights with respect to the student's education records. These rights include:

1. The right to review the student's education records within a reasonable time period from the day the district receives a request for access. Parents/Guardians should submit to the school principal a written request identifying the records they wish to inspect. The principal will arrange for access and notify parents/guardians of the time and place that the records may be inspected.
2. The right to request the amendment of your child's education records that you believe are inaccurate or misleading.

Parents/Guardians should write the school principal; clearly identify the part of the record they want changed and specify why it is inaccurate or misleading. If there is agreement, the necessary steps to expunge or correct the information will be taken. If an agreement is not reached, parents/guardians will be notified and advised of their right to a hearing regarding their request.

3. The right to authorize disclosures of personally identifiable information contained in student records except to the extent that FERPA and Florida Statute 1002.22 authorizes disclosure without consent.

Exceptions include school district officials having a legitimate educational interest, a person or company with whom the district has contracted to perform a specific task, state or local authorities who are legally authorized to receive such information, or a person serving on a committee, such as a discipline or grievance committee.

4. Upon request, the district discloses education records without consent to officials of another school district or education institution in which the student seeks or intends to enroll.
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

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

The right pertaining to access and challenge described herein are transferable to your child upon attainment of his/her eighteenth birthday or admission to an institution of post-secondary education.

Directory Information may be released without your consent unless you make a request to the contrary, in writing, by September 15 or within 30 days of receiving this notice. Directory Information means information contained in an education record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. The Board designates student directory information: a student's name; photograph; address; telephone number, if it is a listed number; email address; date and place of birth; participation in officially recognized activities and sports; date of graduation or program completion; awards received; most recent educational agency or institution attended; and academic work intended for publication or display.

The request for non-disclosure shall only remain valid until the end of the school year in which the request was made. All requests for nondisclosure shall be in writing, addressed, and delivered to the principal of the school where the student attends and must be received by September 15 or 30 days after receipt of this notice.

Military recruiters and representatives of institutions of higher education are entitled, under existing federal law, to a listing of names, addresses, and telephone numbers of all high school students. This list will be provided, including the names of all students, upon request, unless the parent/guardian provides a written objection to the student's principal indicating a desire that a specific student's name, address, or telephone number not be included. The request for non-disclosure shall be valid for the school year in which it is received. The request must be re-instituted annually. Students and parents/guardians provided confidentiality protection and exemption under F.S. 119.07 must provide written notification or other required verification that these restrictions apply.

REQUEST FOR STUDENT EDUCATIONAL RECORDS

Copies of student educational records are available, within 30 days, to the parent/guardian or eligible student. A minimal fee is charged for these copies.

Please note: Both natural or adoptive parents' right of access will be honored by the school unless there is a legal document or court order on file at the school specifically denying the right to one or both parents.

If you have further questions, please contact your school's main office.

EVERY STUDENT SUCCEEDS ACT (ESSA)

Every Student Succeeds Act (ESSA) was signed into law in December 2015, amending the Elementary and Secondary Education Act of 1965 and replacing No Child Left Behind provisions. Florida's state plan continues to support the original Elementary and Secondary Education Act (ESEA) by committing to holding all students to high academic standards, preparing all students for success in college and career, and holding schools accountable for student outcomes. In support of these goals, Florida's state plan establishes ambitions, rigorous academic standards for all students; measures mastery of those standards and publicly reports results and informs parents/guardians of individual student performance. If you have any questions regarding ESSA, please contact the Federal Programs Department at the Citrus County School District office.

NON-DISCRIMINATION INFORMATION

- No person shall, on the basis of race (including anti-Semitism), color, religion, pregnancy, national or ethnic origin, gender/sex, age, disability, marital status, political beliefs, sexual orientation, or genetic information, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity, or in any employment conditions or practices conducted by Citrus County School Board (CCSB), except as provided by law.
- CCSB shall comply with all state and federal laws, which prohibit discrimination and are designed to protect the civil rights of applicants, employees, and/or students, or other people protected by applicable law.
- CCSB prohibits discrimination in the terms and conditions of employment, and in access to educational programs and activities, and prohibits harassment of any individual or group based on race (including anti-Semitism), color, religion, pregnancy, national or ethnic origin, gender/sex, age, disability, marital status, political beliefs, sexual orientation, or genetic information.
- Lack of English language skills will not be a barrier to admission and participation. CCSB may assess each student's ability to benefit from specific programs through placement tests and counseling, and if necessary, will provide services or referrals to better prepare students for successful participation.
- CCSB will comply with all federal requirements regarding discrimination and harassment including, but not limited to, 34C.F.R. Part 108.

District Equity Contact:

Todd Goolsby
Coordinator of District Student Services
2575 S. Panther Pride Drive Lecanto, FL 34461
Email: goolsbyt@citrussschools.org
Telephone: (352) 527-0090

District Section 504 Contact:

Jacquelyn Dillersberger
ESE Specialist
1007 W. Main Street
Inverness, FL 34450
Email: dillersbergerj@citrussschools.org
Telephone: (352) 726-1931 Ext. 2304