

Rothschild Leadership Academy

Student and Family
Handbook
2023-2024



“We Believe... We Rise”

Rothschild Learning Academy
1136 Hunt Ave
Columbus, GA 31907
706-569-3709

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Principal's Welcome

Dear Rothschild Family:

On behalf of the teachers and staff, I would like to welcome you to Rothschild Leadership Academy! I am honored to serve as the principal of Rothschild. Having the opportunity to serve the students, staff, and families for over five years, I am grateful for our continued partnership, academic achievement, and commitment to excellence.

The faculty and staff of Rothschild Leadership Academy are dedicated to preparing students to become college and career ready. The Rothschild Leadership Academy staff is committed to instructional strategies that support student learning. Each student is expected to engage in reading, writing, collaboration, mathematics and science exploration, understanding of social studies, and real-world application of learning.

Your student's presence matters! With parents, students, and staff working together, our students will be able to reach their unlimited potential. Please monitor grades, attendance, and academic growth through platforms such as Infinite Campus and Canvas.

We look forward to having a successful school year. We believe...We RISE!

Sincerely,
Janele Deloatch, Ed.S.
Principal
Rothschild Leadership Academy

Rothschild Leadership Academy Mission

Rothschild Leadership Academy mission is to inspire and equip students to achieve unlimited potential so that they can be leaders in a global society.

Rothschild Leadership Academy Vision

Rothschild Leadership Academy is committed to providing educational experiences that will enable each student to become a lifelong learner, enter the work force with necessary skills and achieve academic and personal potential.

Falcon's Creed

Falcons "Rise" to the Occasion:

R- Respect for self and others!

I – Integrity displays in all we do!

S- Success and Sportsmanship are our trademarks!

E- Enthusiasm for Education!

MCSD Mission

Our mission is to inspire and equip all students to achieve unlimited potential.

MCSD Vision

The MCSD is a beacon of educational excellence where all are known, valued, and inspired.

GENERAL INFORMATION

People You Will Get to Know

Principal	<u>Mrs. Deloatch</u>
Assistant Principal	<u>Mr. Hughes</u>
School Secretary	<u>Ms. Byrd</u>
Academic Dean	<u>Mrs. Sheffield</u>
Academic Coach	<u>Mrs. Broadwater</u>
Academic Coach	<u>Mrs. Chadwick</u>
Counselor	<u>Mrs. Clay</u>
Counselor	<u>Ms. Givens</u>
Counselor	<u>Mrs. Sicklebaugh</u>
Media Center Specialist	<u>Mr. Straughter</u>

Guide for Students

IF YOU NEED...

Tardy Pass
Announcements
Bus Pass or Information
Attendance Information
Personal Guidance
To Be Listened To
To Report Theft or Vandalism
Lost and Found

GO TO...

Front Office Personnel
Front Office Personnel
Front Office Personnel
Front Office/Counselor
Counselor
Teachers, Counselor, & Admin
Teachers, Counselor, & Admin
Front Office Personnel

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3-31 Summer Break
4 Independence Day Observed

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1-4 Teacher Planning/Staff Development Days(PK-2)
1-7 Teacher Planning/Staff Development Days(Secondary)
2-7 System-wide Verification Days
7 In-person grades PK-2(Phase-In)
8 1st Day of School/1st Semester Begins

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4 Labor Day
7 Progress Report



2023-24
School Year Calendar

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

6 Virtual Learning Day(No school PK-2)
9 Teacher Planning/Staff Development Day
11 End of 1st Nine Weeks
13 Report Cards

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

10 Veterans Day
13 Progress Reports
20-24 Thanksgiving Break

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20 1st Semester Grading Period Ends
21-29 Winter Break

- Student/Teacher holiday
- Semester Start Dates
- Teacher Planning/Staff Development/Student Holiday
- Virtual Learning Day
- Progress Reports/ Report Cards
- In-person Phase-In for Students

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1-2 Winter Break
3 Teacher Planning/Staff Development
4 2nd Semester Begins
8 Report Cards
15 Martin Luther King Jr. Day

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

6 Progress Report
16 Teacher Planning/Staff Development
19 Presidents Day

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

11 End of 3rd Nine Weeks
13 Report Cards

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1-5 Spring Break
18 Progress Reports

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

15-18 Graduation
21 Last Day of School/Report Cards (Elementary)

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

3-28 Summer Break

2023-2024 Bell Schedule

TIME	Monday-Friday
8:10-8:40	ILT (30)
8:45-9:40	1ST Period (55)
9:46-10:41	2nd Period (55)
10:47-12:07	3rd Period (55*)
<u>Group A</u> <u>Group B</u> <u>Group C</u>	Lunch A – 6th Grade and Connections Lunch B – 7th Grade Lunch C- 8th Grade
12:13-1:08	4th Period (55)
1:14-2:09	5th Period (55)
2:15-3:10	6th Period (55)

Attendance

In order for students to succeed in school, regular attendance and punctuality are essential. Rothschild Leadership Academy will adhere to the definitions of “excused” and “unexcused” absences as stated in the Muscogee County School District Attendance Policy. An explanation of that policy can be found in the MCSD Behavior Code and Discipline Policy booklet. In order to document each student’s attendance properly, each excuse should include the following: student name, date(s) of absence, reason for absence, date of excuse, parent/guardian signature, and a phone number for verification. **All students should turn in written notification of each absence to the front office as they arrive following their absence. Parents and doctors may fax documentation to 706-569-3709.**

Attendance will be taken and recorded each period by the classroom teacher. Any student late to ILT will need a check-in slip from the office. Any student who is not present in class by 8:10 am will be marked tardy.

Absences:

Excused

In compliance with the state law of Georgia, all absences for students shall be classified as unexcused *except* for the following reasons:

1. Personal illness
2. Death or illness in the **immediate family**
3. State recognized religious holidays
4. Mandate by governmental agencies (HB 984, court order, etc.)
5. Principal’s approval of attendance at school related experiences

Students who are attending school related activities or previously approved educational activities are credited with being present. Students should make prior arrangements with their teachers for missed class time and assignments.

Students with excused absences are given **three (3) days to arrange for make-up work**, unless the work was assigned when the student was present. **Make-up work should be completed within three (3) days of being assigned** with the exception of extenuating circumstances. Please remember to visit teacher Canvas pages or websites when absent.

Unexcused Tardy Policy (include but are not limited to the following)

- Oversleeping (student or family)
 - Missing the bus
 - Baby-sitting
 - Family vacations
 - Car Trouble
 - Skipping School / Cutting Class
 - Out of School Suspension
 - Failing to bring parent note for absence within 3 school days
 - Out of class for a discipline referral
- Any tardy after 8:10 AM that is not accompanied by a doctor's excuse or a written excuse from parent/guardian is considered to be unexcused.
 - After three unexcused tardies: Parents will receive an automated call
 - After five unexcused tardies: Student will be referred to the school counselor and parents will be notified via a letter of the situation.
 - After ten unexcused tardies: Student and parents will be referred to the social worker and support agencies outside of MCSD as the principal deems necessary.

***Please speak with a member of RLA's administrative team regarding any family emergency requiring a student to miss school.**

***Every parent and student must sign a notification that they have read and will comply with OCGA 20-2-690. This is the Georgia attendance law that was passed in 2004.**

Checking In/Out:

Checking In:

School begins at 8:10 AM and students must be seated in their assigned class by 8:10 AM to avoid being tardy. The school doors will be open at 7:40 a.m. Students are not to be dropped off before this time as there will not be adult supervision. Parents are encouraged to use before care if there is a need to drop students off prior to 7:40 am.

All bus students will be given the opportunity to eat breakfast regardless of the time that the bus arrives to school. Students will not be marked tardy due to late arriving school system buses. All student attendance records can be viewed in the Infinite Campus portal by parents and students using the student network log-in credentials. Students who are tardy excessively will be referred to the office. Consequences may include detention, ISS, OSS, referral to the social worker or DFCS and/or withdrawal from MMS for students attending on hardship or open seat transfer.

3 Unexcused Tardies to School/Class – 1 day administrative detention; phone notification to parent from an administrator

5 Unexcused Tardies to School/Class – Referred to Assistant Principal for mandatory parent conference and counselor referral. Consequences may include, after-

school detention, in-school suspension or other actions in accordance with local school system policy.

10+ Unexcused Tardies to School/Class – Referral to the School Social Worker and to support agencies outside the school system, as the Principal deems appropriate. Among these agencies is the Department of Family and Children Services (DFCS), law enforcement, Juvenile Court, Family Connection, or other external agencies.

Checking Out:

Students may receive an **Excused Check Out** for the following reasons:

- Family Emergency
- Medical/Dental/Legal
- Personal Illness
- Impending Severe Weather
- School Related Functions

*Per MCSD policy and for the safety of our students and families, only adults (21+ years of age) previously identified on the student's Emergency Contact Sheet AND with a valid state-issued form of identification are allowed to check a student out.

Book Bags

To help ensure that Chromebook computers assigned to each student remain undamaged, students are encouraged to use **clear or mesh** book bags. The use of clear or mesh book bags is **permitted** during the school day, including in classrooms, class changes, and travel to and from the dining room and the gym area.

Students are **not** permitted to carry non-clear/mesh book bags. **Any bag large enough to accommodate a book will be considered a book bag.**

Bringing Money or Valuables to School

Students are not to bring valuables or large sums of money to school. For students who bring valuables and money to the school, the student and his/her parents assume the risk. This is to include cell phones, air pods, and other electronic devices. If these items are misplaced, lost, or stolen, the school will not be held liable for the loss. **School personnel will not be responsible for searching for lost items.**

Bus Riders Policies

PLEASE REMEMBER THAT RIDING THE SCHOOL BUS IS A PRIVILEGE!

- Improper conduct on the bus will result in that privilege being denied.
- Students riding a bus will be expected to ride to their designated location.
- Each bus driver has complete charge of students riding the school bus.
- The Student Conduct Behavior Code rules apply.
- Students who refuse to obey the bus rules and comply with the bus driver will be disciplined and may forfeit their right to ride the bus.
- Student behavior on school buses is considered an extension of classroom behavior.
- Students who fail to respond to the directions of the bus driver shall be reported to the school principal, or another school designee, who may deny the student bus transportation.
- Fighting on the bus may result in permanent suspension from the bus regardless of the number of offenses.

If problems arise, parents are not to confront the bus driver at the bus stop. They should make an appointment with the Transportation Department (706-748-2000) to discuss the matter.

Car Rider Policies & Procedures

- Please be patient and courteous of all school personnel and volunteers. They are given instructions for car rider procedures and are trying to expedite traffic and ensure the safety of your child. You should follow any directions given by staff regarding pick up.
- Student Drop Off and Pick Up is located near the entrance to the cafeteria in the parking lot between RLA and Lonnie Jackson.
- Before and after school students are not to be dropped off/picked up at the school's main entrance.
- You are prohibited from dropping off or picking up your child in the bus loop area.
- Please do not smoke or play loud music during pick-up. Remember, all schools are Tobacco Free Zones.
- Car Tags are issued during the first week of school. Parents or guardians without a car tag will be asked to provide identification prior to picking the student up.
- Please display car tags on the passenger side.
- Cars displaying stickers/messaging with any inappropriate content are asked to have the stickers covered or removed before entering school grounds.

AM Drop off

- Students may enter the building at 7:40 am
- Students are required to remain in their vehicle until 7:40 am.
- Students are not allowed to be outside the school unsupervised prior to 7:40 am.
- As students enter the building at 7:40 am they should report to the cafeteria (if eating breakfast) or directly to their ILT class. Students must be in their ILT class by 8:10 am, when the tardy bell rings.
- **Please pull forward as far as possible in the car loop and have your child exit the car as quickly as possible from the passenger side.**
- **Students must dispose of all outside food and drinks prior to entering the school.**

PM PICK UP

- All vehicles should have their car rider tag displayed for pickup.
- Vehicles without a car tag will be asked to show identification prior to picking up students.
- Pull as far forward in the loop as possible, and your child will be sent around to you.
- You will be asked to park in the parking lot and wait on your child if your child is not present at the car rider area when you arrive.
- Students will not be allowed to check out after 2:40 pm so that the school can prepare for dismissal.
- Please be watchful of students crossing the road. Drive slowly.
- Remind your child to pay attention, be orderly, and look out for your arrival.
- Students will not be allowed to be picked up on Hunt Avenue. This is a safety concern for many reasons. All parents are required to come through the car loop to pick up students.
- Thank you for helping ensure that traffic runs smoothly and safely.
- Students should be picked up NO LATER than 3:35 pm. Parents who neglect securing transportation for their child may be referred to Social Services.
- Our school property is a cell phone free zone, and parents and guardians should not be on their devices while dropping off or picking up their child.

CHANGES IN STUDENT PICK UP

- **Changes in a student's mode of transportation need to be made to the front office staff by 2:00 pm. Please contact the front office at (706) 569-3709.**
- Students will not be allowed to change their way home without parent contact with the front office.

Clinic

Rothschild Leadership Academy has a **part-time** clinic worker who supervises the clinic. Students who are ill will report to the clinic. The school does not supply any medication. If a student is on daily medication, this medication must be supplied in the original container (no loose pills in a baggie). This prescription medication (including inhalers) must have a copy of the pharmacy label attached. This serves as the doctor's signature. These medications are to be delivered to the front office where the student will be responsible for returning during the day to take his/her medication. The parent must complete a special form/document before medication can be administered at school including over-the-counter medication. **Medication brought in by students must be taken to the front office immediately upon arrival at school. Only parents may pick up medications from the clinic. Students in possession of medication of any kind will be referred to the Discipline Tribunal.**

***All students will participate in Scoliosis screening unless parents notify the school before the screening.**

*Immunization Requirements

*See MCSD website for the latest information

Georgia's immunization requirements for children attending childcare and school facilities have been amended to include new immunizations for specific age groups of already enrolled students and for students entering Georgia schools for the first time. A new Certificate of Immunization (form 3231 revised) will be required for registration if the student requires any of the new immunizations.

Students will not be allowed to register without proper immunization records.

SUMMARY OF RULE CHANGES

New Vaccines Required:

- As of the 2014-15 school year, ALL incoming 7th-grade students will need to have PERTUSSIS (Whooping Cough) booster shot, and a Meningococcal shot.
- Hepatitis A Vaccine or proof of serologic immunity is required for all children born after January 1, 2006, and who are attending childcare facilities, programs, or schools.
- Addition of doses of existing vaccine requirements for children entering kindergarten or sixth grade or any new student entering any grade (K-12)
 - Mumps second dose required or proof of serologic immunity by laboratory
- (the Second dose of measles vaccine and one dose of rubella is already required.)
 - Varicella (chickenpox) the second dose required or healthcare provider documentation of disease history or proof of serologic immunity by a laboratory
- Also, all new students must provide a completed Vision, Hearing, and Dental Certificate (DHR Form 3300) from the health department or healthcare provider to register for school.
- See the MCSD website for more detailed information.

Conferences

In middle school, conferences with teachers are held upon request from parents or teachers. The conferences should be scheduled via a note or email to the teacher. Because a middle school student has several teachers, **it is necessary that the request for a conference date be made several days in advance to allow the various teachers to adjust their schedules and clear their calendars for a meeting date and time.**

ConnectED

It is critical that your email and phone number are updated in the front office. We use ConnectEd to send out important messages and reminders and to connect with parents. ConnectED is the school's main communication with parents for all information.

Counseling

RLA School Counseling Program

Mission: To effectively provide a comprehensive program that fosters development in academic, career, and personal/social domains. Cohesively provide students the opportunity to gain skills and develop their unique potential to become successful in all aspects of life.

Professional school counselors are:

- Advocates for all students, their families, and their education
- Ethical and professional
- Connections with resources
- Dedicated to creating a safe learning environment
- Knowledgeable in areas of prevention and intervention
- Promoters of equity and open-mindedness
- Capable of balancing their unique role in the lives of our youth
- Collaborators
- Caring, empathetic listeners
- Believers in self- change
- A supporter of strength-based program
- Fun and innovative with techniques to help meet the needs of all students and learning
- HERE TO HELP!

Roles of a middle school counselor:

- Classroom guidance sessions to educate students on life skills
- Consult and collaborate with teachers and parents to support the whole child.
- Meet the immediate needs and concerns of students through short, individual solution-focused counseling sessions
- Support in crisis situations
- Referrals to resources

- Small group education and support

Contact Information & Referral Process:

Charlotte Clay, Jalisa Givens, & Asia Sickelbaugh
Phone: 706-569-3709

Ways to make a referral:

- Email or call Mrs. Clay, Ms. Givens, or Mrs. Sickelbaugh directly to set up an appointment
- Students will complete a Request for Assistance form which is available on the Counselor Canvas Page.
- A counselor will call up the student at her earliest convenience.
- Contact the classroom teacher.

Statement of Confidentiality: To respect the rights and relationships of students, information shared with the counselor will remain confidential with the exception of student safety.

Detention

Discipline and Academic Detentions will be assigned by the teacher. Students will be given **written notice** from the assigning teacher/administrator of the assigned detention at least one day in advance. If you have any questions about detention, please email the teacher that scheduled your child's detention. Students missing the assigned detention will be assigned additional make-up detention in addition to the missed detention. **Students who do not stay for both detentions will be assigned In School Suspension (ISS) which will be recorded on the student's behavior record.** It is the student's responsibility to inform the parent about the detention and make arrangements with the parent for afternoon transportation. Students who stay for detention should be picked up by 4:15 pm. Failure to pick up students on time may result in a referral to the school social worker.

Dress Code and School Uniform

Rothschild Leadership Academy students are required to wear the appropriate uniform that pertains to his/her grade level. Below are the details for the uniform options for each grade level.

Boys – 6th Grade: White or Grey Shirts

- Black, Grey, or Khaki pants with belt

Grey or White

- long-sleeve or short sleeve
Polo style shirt or button down shirt

No hoodies, Crocs, Joggers, or slides



Girls – 6th Grade: White or Grey Shirts

- Black, Grey or Khaki pants with belt
- Black, Grey, or Khaki shorts with belt
- skirt/ skort (Length appropriate)

- White or Grey long-sleeve or short sleeve
Polo style shirt or button down shirt

No hoodies, Crocs, Joggers, or slides



- **Girls & Boys- 7th Grade: Black Shirts**



- Black, Grey, or Khaki pants or skirts with belt
 - Black, Grey, or Khaki shorts with belt
 - Black long-sleeve or short sleeve
 - Polo style shirt or button down shirt
- No hoodies, Crocs, Joggers, or slides**



- **Girls & Boys- 8th Grade: Red Shirts**



- Black, Grey, or Khaki pants or skirts with belt
- Black, Grey, or Khaki shorts with belt
- Red long-sleeve or short sleeve
- Red Polo style shirt or button down shirt



No hoodies, Crocs, Joggers, or slides



RLA Dress Down Days

At the discretion of school administration, students may be provided the opportunity for a one-day exemption to the uniform policy as part of the PBIS Rewards System. During the school year, school administration will communicate to students the specific PBIS expectations and the day dress down will be permitted. Below details the dress policy for those students participating in Dress Down days.

Shirts

- ALL SHIRTS MUST BE TUCKED IN (Boys and Girls)
- No undergarments are to be worn as outer garments (ex. plain, white t-shirts)
- No midriffs should be exposed
- No see-through shirts/blouses
- No shirts that expose parts of undergarments
- No tank tops, spaghetti straps, tube tops, or razor back tops
- Nothing that advocates drugs, sex, alcohol, violence, gangs, hate, or profanity
- Shirts that are made for females that cover the midriff but move when the student sits may not be worn

- No jackets or shirts should be tied around the waist.
- No oversized clothing is allowed.

Shoes

- No shower shoes, flip flops, slides, crocs, or bedroom shoes
- No heels higher than two (2) inches

Pants

- Pants are to be worn on or above the waist
- No see-through pants
- If pants can be worn properly on or above the waist, no belt is required **Sweat pants and wind pants are not to be worn**
- No pants are to be worn bound at the ankle.
- **Pants cannot have rips, runs, holes, or tears that are more than 3 inches above the top of the knee.**

Dresses, Skirts, Shorts

- Dresses, skirts, or shorts may be worn with a length to be no higher than three (3) inches above the top of the kneecap.

Coats

- **Hooded garments (hoodies)** may be worn to school, but the hood must be removed immediately upon entering the building. If wearing hoods in the building become a problem, hoodies will no longer be allowed to be worn in the school. All jackets with zippers or buttons must remain unzipped and unbuttoned at all times while inside the building as a safety precaution.

Hats

- No head coverings i.e., bandanas, do rags, sweat bands.

Jewelry

- No jewelry with reference to gangs, drugs, hate, violence, or sex is allowed. Items such as chains on a belt, wallet, etc. and items with spikes are not permitted. No metal picks or rat tail combs are allowed on campus.

***RLA Administration will use their discretion when addressing dress code violations. If a child is not in proper dress code the parent will be called to bring a change of clothing. If the parent is unavailable to bring appropriate clothing the student will be placed in ISS.**

Electronic Communication Devices (Cell Phones)

It shall be the policy of the Muscogee County School District-Board of Education that possession of an electronic device by a student in school shall be permitted as specifically prescribed by this policy.

The rules below apply whether a personal electronic communication device is owned by a student or parent/guardian.

Personal use of electronic devices by students during classroom instructional time is **not** permitted.

Rothschild Leadership Academy is an electronic device-free zone. All electronic devices should be kept out of sight and turned off during the school day. Electronic devices include cell phones, tablets, personal computers, air pods, headphones, speakers, or any other device that is distracting from the educational environment.

First and Second Offense- The device will be turned in to the administration and placed in the vault until a parent or guardian comes to the school to pick up the device. **The school will not notify the parent that the device has been taken up and turned in.** Devices must be picked up prior to 2:30 pm.

Third Offense and all following offenses: The device will be turned in to the administration and securely kept for **5** days. The parent or guardian will be required to pick up the device following the **5** days. If a parent or guardian would prefer to not allow the school to keep the device the student will be assigned 3 days of ISS and have it placed on their behavioral record. Devices must be picked up prior to 2:30 pm.

Continuing offenses will result in disciplinary action deemed necessary by the administration.

MCSD may confiscate a cell phone or other technology device in accordance with its policies and procedures. MCSD personnel will act reasonably to maintain the security of a phone or device once confiscated; however, MCSD will not be responsible for the value of the electronic device in the event of unintentional damage, loss, or theft of the phone or device. Parents should consider this carefully when sending electronic devices to school with their student.

District-Issued Devices for School Use: use of school computers or tablets is a privilege that is earned by abiding by the rules described in MCSD Student Behavior Code of Conduct. Expectations and Procedures. Failure to use the computer or tablet properly and respectfully can result in the privilege being revoked and possible disciplinary action. The parent will be notified.

The Muscogee County School District will provide parents, guardians, and children access to a telephone line for communication in the front office. It is the sense of the Board of Education that every effort is made to support and facilitate such parent/child communication.

Extracurricular Activities/Sports

See the Rothschild Leadership Academy Website for a comprehensive list of activities and events

Pick-up Time for Extracurricular Events/Sports

After any extracurricular activity held after school, it is the responsibility of the parents to make sure their child is picked up after the event in a reasonable amount of time (**15 minutes**). If the child has not been picked up after **15 minutes**, school security/ law enforcement will be called.

*Note: The parents of habitual offenders not following the above school policy for pick-up following extracurricular activities will be reported to the Department of Family and Children Services for neglect and may be banned from participating in any afterschool activities.

Teachers will inform students of the ending times for all extracurricular activities.

SIXTH, SEVENTH, AND EIGHTH-GRADE ELIGIBLE STUDENTS MAY TRY OUT FOR MIDDLE SCHOOL SPORTS

TRYOUTS: Each team will schedule tryouts as directed by the Director of System-Wide Athletics. The Director of System-Wide Athletics, within the parameters of Georgia State Standards, Georgia Department of Education Rules, local school board policy, and the GHSA, will oversee the generating and approving of schedules.

STUDENT ELIGIBILITY -- A student is eligible to represent his/her school in the interscholastic competition which meets the requirements listed below unless otherwise noted.

1. A student has three (3) years of eligibility beginning when they enter the sixth grade.
2. The student has not attained his/her 15th birthday before Aug 1st of the current school year.
3. A student passing 70% at the end of each semester will be eligible.
4. Must have a current "**Up-to-date**" physical (physicals good for one calendar year) signed by the doctor, parent/guardian, and student.
5. Must have **PROOF OF INSURANCE FORM** signed by parent/guardian and student. A photocopy of insurance provider must be on file. If a participant cannot prove private insurance coverage, the offer of school insurance must be documented.
6. Must have a **PERMISSION TO PLAY / PERMISSION TO TREAT FORM** for each participant, signed by a parent or legal guardian.

7. Meet all **Athletic**, **Academic**, and **Behavior** Guidelines set forth by MCSD and RLA.

YOU WILL BE INELIGIBLE FOR PARTICIPATION IF:

1. Have been in middle school **more** than **three consecutive years** after entry into the sixth grade.
2. Have **attained** your **15th** birthday before **August 1st** preceding the year of participation.
3. Do **not** have a standard GHSA physical exam during the past 12 months.
4. Have **not** completed a **Parent Permission** form, **Waiver** form, and turned in a **photocopy** of the **insurance provider** to the **Athletic Office**.
5. If you are **currently** on **Out-of-School Suspension, In-School Suspension, or** in Alternative School for disciplinary reasons, or have been **expelled** by your previous school.
6. If the student fails 2 or more classes in a semester, he/she loses eligibility for the next semester.

Note: Good conduct and grades are mandatory requirements for team membership. Poor academic standing or poor conduct could result in a player not being allowed to play or being removed from the team. If a student plans to tryout, then he/she must have a physical and all eligibility forms turned in before the tryout date, which will be announced well in advance. High standards for grades and conduct must be maintained to participate in all extracurricular activities and sports.

***TO BE ELIGIBLE TO TRYOUT, PARTICIPATE, PRACTICE, AND COMPETE YOU MUST MEET THE ABOVE MCSD ELIGIBILITY REQUIREMENTS. IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CONTACT THE RLA ATHLETIC DEPARTMENT.**

ATHLETIC EVENT GUIDELINES

Rothschild Leadership Academy is proud to welcome RLA students to the exciting athletic events that RLA offers. The games are enjoyable for students, players, coaches, parents, and the community. RLA students (band, cheerleaders, and athletes) practice numerous hours so they are prepared for our extracurricular events. In an effort to make Rothschild Leadership Academy games safe and enjoyable for all spectators, the following guidelines for students in attendance are used at all home games:

1. RLA students are to have parental permission to attend events.
2. NO LOITERING around certain areas such as restrooms, gym hallway, or outside the gym.
3. NO OUTSIDE FOOD OR DRINK IS ALLOWED. Concessions are available inside the school.
4. Parents will PREARRANGE TRANSPORTATION and communication related to any event.

5. SCHOOL RULES APPLY and cooperation is expected with all game workers and school personnel. Failure to follow rules or lack of cooperation will result in removal from the event and/or further disciplinary actions determined by the administration.

STUDENTS ARE TO REMAIN AT THE EVENT FROM THE BEGINNING UNTIL THE PARENT ARRIVES OR THE EVENT IS OVER. (STUDENTS ARE NOT ALLOWED TO GO OUTSIDE AT ANYTIME UNLESS BEING PICKED UP). PARENTS ARE ASKED TO PICK UP THEIR CHILD/CHILDREN PROMPTLY AFTER THE EVENT.

If parents choose to attend the events with their child, they will be expected to model behavior that supports a positive, safe experience. If concerns arise during any event, parents are expected to appropriately address those concerns only with supervising adults or building administration. At NO TIME are parents to confront other students before, during or after an event about issues or concerns at Rothschild Leadership Academy or any other school site where our events occur. IF THIS BEHAVIOR IS SEEN, THE PARENT, AND THEIR STUDENT(S) WILL BE BANNED FROM FUTURE EVENTS OF THIS NATURE.

SPECTATOR RULES OF CONDUCT

1. No insults or personal comments of any kind are to be directed towards event officials, referees, or workers;
2. Inappropriate language or profanity will not be tolerated and will result in immediate ejection from the event;
3. Taunting or ridiculing of either team or team members is not allowed;
4. Chants that taunt, ridicule, or insult either team or team members are not allowed;
5. SPECTATORS MAY NOT ENTER THE COURT/FIELD OF PLAY DURING A GAME.

During school events, supervision of the event is provided by the school, and students or their parents may communicate with staff members positive aspects of the event or share concerns. At the same time, supervisory staff is expected to address any inappropriate behavior for which they are aware, and can ask, if necessary, those involved in such behavior to leave the activity.

Spectators further understand that failure to comply with the above rules will result in the offending spectator being ejected from the game. Game officials and school personnel are authorized to eject spectators from the event. Spectators who violate the outlined policy are subject to being ejected from the game or banned from future events.

THANK YOU FOR YOUR SUPPORT!!! GO FALCONS!!!!



Grading and Academic Recognitions

Rothschild Leadership Academy operates on a nine weeks academic grading period system. At the midterm of a nine weeks period, each student will receive a midterm progress report. Report cards are issued to students at the end of each nine weeks period. **Students and parents have 24/7 access to the child's grades via INFINITE CAMPUS (p. 19).** The grading scale approved by the Muscogee County School District is as follows:

A = 100-90	(excellent progress)	C = 79-70	(average progress)
B = 89-80	(above average progress)	F = 69-0	(unsatisfactory progress/failure)

Academic Recognitions

Principal's List: Students who maintain an "A" average, 90 or above in all classes for the school year.

Honor Roll: Students who maintain a minimum of a "B" average, 80 or above in all classes for the school year.

Homework Policy

Smart Study Strategies:

- Set aside a quiet area for homework
- Designate hours for study and monitor Time Management Assignments (TMAs)
- Establish study routine and keep notebooks organized
- Learn to use your personal device calendar and to-do list for critical assignments
- Access Clever, Canvas, Office 365, and Google Drive for teacher websites, study guides, blogs, and technology tools.
- Email teachers for further clarification or ask the following day in class.
- Access KHAN Academy and YouTube for tutorials of hard-to-understand assignments
- See RLA website for additional homework supports

Make-Up Work (for an Excused Absence):

When absent, it is **the student's responsibility** to ask for assignments missed. The student must also return the work to each teacher **within three school days of the absence**. Any pre-assigned work/assignment should be turned in on the day the student returns from the absence. If there is an extenuating circumstance, contact the teacher to discuss your concerns. Late work will be accepted for partial or full credit at the teacher's discretion.

Lunchroom

Rothschild Leadership Academy students do not eat meals in the cafeteria (lunchroom). Breakfast and Lunch are eaten in the classroom. However, at the discretion of the Administration, students can be given the opportunity to eat lunch in the cafeteria as a reward for meeting and exceeding behavior expectations.

Middle school students are expected to act properly in the lunchroom. Students are escorted to and from the cafeteria by their assigned lunch period teacher.

- Students are to walk to and from the lunchroom quietly.
- Students will be directed to a specific serving line and assigned a class table.
- There is NO going back to the line to purchase anything additional.
- There is NO cutting in line or saving places.
- Students are expected to keep their voices and behavior at a level that will not disrupt others during lunch
- Students are required to clean up their lunch area prior to leaving the lunchroom.
- **No outside food is allowed unless it is in a plain bag and plain cup or a lunch box (example: No McDonald's or Burger King Bags allowed). All lunches must be dropped off by 8:30 am. Items after 8:30 am with the exception of medicine will not be delivered to students in an effort to protect instructional time from disruptions.**
- **No carbonated beverages are allowed.**
- **No energy drinks which contain high levels of caffeine are allowed.**
- **In the event a student forgets their lunch at home, lunches must be brought to the office by 8:30 am. Any lunches brought in after this point in time will not be accepted. This is an effort to maximize instructional time and limit disruptions to the classroom environment.**
- **Food items should be kept in a student's book bag or lunch box until their lunch period. Students are not allowed to eat items in the hallways, classrooms, bus, restrooms, or outside unless there is a documented medical condition. Students who are found eating or drinking during non-lunch periods will have the item confiscated.**

Breakfast and Lunch Program

RLA is a **Free Breakfast and Lunch location.**

Menus

Monthly menus can be found on the MCSD website. Menus may change on very short notice due to market conditions, deliveries, or special school activities.

Special Dietary Needs

School Nutrition will accommodate food allergies and special dietary needs when documentation from a doctor is provided. MCSD SNP will make modifications and substitutions to the regular school meals for a student with a disability that restricts their diet. Special Dietary Needs Prescription Form must be completed and signed by a physician for a student with a disability before the school cafeteria can provide any modifications or substitutions.

The completed form must be provided to the school cafeteria Manager, the clinic worker, and the special needs dietitian. A form and instructions can be found on the School Nutrition page of the MCSD website, or at the school clinic or cafeteria. The nutrition analysis chart for menu items is available on the website.

Water Bottles

- **All water bottles must be 100% clear and contain only water.**
- In the event that a student does have a water bottle that is not 100% clear or a fluid besides water is in the water bottle, it will be confiscated. Students will be given the bottle back at the end of the school day for the first offense. All following offenses will require a parent or guardian to collect the bottle from the front office.

Lost and Found

RLA keeps all lost items for approximately three months. To claim lost articles, students notify front office personnel who will allow them access to the lost and found items.

Media Center

Sign In: All students must have a pass to enter the Media Center.

Checking Out a Book:

Each student is responsible for any books checked out from the media center. Any lost or damaged books will result in the student having to pay for the book before being able to check out another book.

Student Issued Chromebooks:

Students are expected to bring their Chromebooks fully charged to school each day. Students should bring their Chromebooks and charger daily. Rothschild Leadership Academy will issue and check out loaner computers in the event that a device is not working properly. Students will not be issued loaner computers for uncharged or missing Chromebooks. Please contact the administration for any questions or concerns.

All students have been issued a Chromebook (to include Case and Charger) to use during the school day. Students must be responsible for their Chromebook/Case/Charger at all times. In an effort to be good stewards of taxpayer dollars, students must be responsible for the care of their Chromebook and not damage it in any way. Chromebooks are to be carried in a case at all times when not in use. Students who damage Chromebooks and/or accessories can be assessed a replacement fee as per Board (see MCSD Board Policy JS: Student Fees, Fines, and Charges).

Care and Use of School Property - Chromebooks, Textbooks, and Media Center Checkouts: *Students will be held responsible for the proper care of all books, supplies, Chromebooks, and accessories or equipment furnished to them by the school. A student who defaces, damages, or loses school property shall be required to pay for the damage or loss(see MCSD Board Policy JS: Student Fees, Fines, and Charges).*

A Parent/Student must pay all fees and fines owed to the school in a timely fashion. Parent/Student must clear all fines or fees during the year the fines are assessed. Fines must be paid/cleared where they were assessed and before moving to the next level in school.

Overdue Books:

A book is due two weeks from the day it is checked out, excluding holidays. Students may have up to two books checked out at a time. No fines are charged for overdue books. Students may not check out another book until the overdue book is returned or paid for.

Go Guardian

GoGuardian Parent is an application available on devices running iOS and Android designed to enable the school district to share user history collected via GoGuardian Teacher with verified parents and guardians.

The GoGuardian Parent app provides parents and guardians with the ability to pause their student's internet access, block specific websites, and schedule internet availability on school issued devices. During the school year, internet usage can be managed using the GoGuardian Parent application on school issued devices between 4pm and 7am, Monday through Friday. Additionally, GoGuardian Parent is accessible on weekends, Saturday and Sunday, with no specified time limitations.

As stated in the district student handbook: "The student will not alter or remove any MCSD software, programs or applications from the device, and will not load any

software, programs or applications on the device”. Students should not disable or circumvent the GoGuardian application while using an MCSD device. The school will follow their designated disciplinary policies for any infractions.

Parent Phone Calls to Students

For safety, parents need to create one **MAIN** plan before the school year starts for a child to get home from school and stick to that plan. Changing this plan can cause problems for everyone involved and will require a written note from the parent, signed by the administration. If the **MAIN** plan has to change, the parent or guardian needs to call the school by 2:00 pm to notify the front office. If the front office is not notified by 2:00 pm changes in how a student goes home can not be guaranteed. A note signed and dated by the parent or guardian is another option to use.

If a student is caught using their electronic device to contact parents, they will be subject to the consequences related to the electronic device policy. All communication needs to be directed through the front office staff.

Parent Portal: Infinite Campus

Sign up for access to student academic records using Infinite Campus Parent Portal. Contact the front office to get information on how to receive your activation code. You can access Infinite Campus through the school’s website, or there is an ‘App’ for that (instructions below).



Go Mobile.
Anytime, anywhere access. Get your Campus Portal information when you want it from your mobile device.

Step 1 Download the App

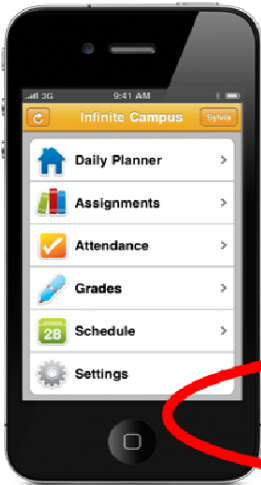
Download the **Infinite Campus Mobile Portal** application from any of the following app stores:



Step 2 Launch the App and Enter in the District ID

- Select Settings.
- Enter your District ID: **FDTVLB**
- Select Go.

One Touch. Tons of Info.



Public Displays of Affection (PDA)

Public displays of affection (PDA) are defined as kissing, touching inappropriately, groping, licking, nuzzling, or cuddling. PDA is NOT permitted at RLA. Students will refrain from PDA while on school premises. Failure to do so will result in disciplinary action.

Rituals and Routines

Morning Routine

- Upon arriving at school, students are to enter the building (once the building opens at 7:40 am) and report to the cafeteria for breakfast or directly to their ILT.
- **Rothschild Leadership Academy does not use hallway lockers.**
- **Students are ONLY allowed to carry one CLEAR or MESH backpack with them throughout the day.**
- At 8:10 am all students must be in their ILT period class.
- If students are in the hallway at 8:10 am they are considered tardy and should report to the front office for a pass.

Hallway Etiquette

- Students must walk on the right side of the hallway when transitioning to class.
- Students need to move quickly and quietly in the halls.
- Cell phones, headphones/earbuds, and other electronic devices are **NOT** allowed to be utilized by students in the building throughout the day. Before entering the building, students should power off their cell phone and put it in their book bag. If a teacher sees them with an electronic device, the electronic device policy WILL BE enforced (pg. 19).

Classroom Rituals and Routines

- Enter the classroom quickly and quietly.
- Go directly to your seat and begin working under the teacher's instructions.
- Answer clearly when the teacher calls the roll.
- Wait to be dismissed by the teacher at the end of the class period
- Cell phones, electronic devices, and headphones should be in a bookbag and not be visible. If visible, it will be confiscated and subject to the RLA Cell Phone and Electronic Policy.

Selling, Purchasing, Trading, or Giving Away Items at School

Students are not allowed to sell, purchase, trade or give away items of value at school. Violation of this policy may result in detention, ISS, or OSS. School approved fundraisers are exempt from this policy.

Items strictly prohibited at school include, but not limited to: weapons, tobacco/nicotine products or dispensers, over-the-counter or personal medications, illegal substances/related items, alcohol, beverages which include HIGH levels of caffeine, etc. will be subject to STRICT CONSEQUENCES to include ISS, OSS, and/or referral to ALTERNATIVE SCHOOL. Students having knowledge of the violation of this policy and DO NOT REPORT the violation to the school administration may be subject to consequences.

Any involvement of a student where a LAW is broken will be referred to the School Resource Officer through the Columbus Police Department and Social Services (DFACS).

School Safety

ID Badge

In compliance with the request from School Security for the Muscogee County School District, student identification badges (ID badges) are made for all students. These badges must be worn at all times in school and at school activities/functions to identify the students attending Rothschild Leadership Academy. The following procedures are used.

1. All students will be issued an ID badge and device to use for displaying the card.
2. The ID card must be worn and **visible** on the student from above the waist to the neck.
3. The ID card is QR-coded with the student information.
4. If an ID card is lost, it must be replaced at a cost of \$2.00 and \$2.00 for lanyard replacement fee. A replacement ID can be purchased in the Media Center.

Student Behavior and Discipline






Positive Behavioral Interventions and Supports (PBIS)

PBIS is intended to create a positive school climate by focusing on teaching good behavior in the same way that we teach math or science. Although consequences for unexpected behaviors still occur, being proactive and preventative through the use of proven behavioral strategies is the focus and more energy and time is spent recognizing students who exhibit positive behaviors. PBIS is consistent with the core principles of Response to Intervention (RtI) including multiple levels or “tiers” of interventions and supports.

Every school has a unique “PBIS” framework, RLA’s is discussed in the following section. Parents are encouraged to contact the school administrator or PBIS coach to learn more. The District PBIS Coordinator (Dr. Kenya Gilmore) may also be contacted at PBIS@muscogee.k12.ga.us, call 706-748-3292 or visit our webpage @ <https://muscogee.k12.ga.us/p/Divisions/StudentServices/School-WidePBIS/Information>.

RLA has adopted the following PBIS Matrix

**ROTHSCHILD LEADERSHIP ACADEMY
PBIS BEHAVIOR MATRIX**

 Falcon Code	 Classroom	 Hallway	 Bus	 Cafeteria
We are Respectful	<ul style="list-style-type: none"> • Raise your hand to speak and to leave your seat • Keep hands, feet, and objects to yourself • Share positive comments only 	<ul style="list-style-type: none"> • Walk on the right side of the hallway • Walk in a single file line 	<ul style="list-style-type: none"> • Obey driver's instructions • Use appropriate language • Bully free zone 	<ul style="list-style-type: none"> • Keep hands, feet, objects, and negative comments to yourself
We are Leaders	<ul style="list-style-type: none"> • Strive for perfect attendance • Execute your role in class with an attitude of excellence • Obtain hall pass and sign out before leaving classroom 	<ul style="list-style-type: none"> • Keep it moving • Voices at level 1 	<ul style="list-style-type: none"> • Remain seated unless entering or exiting the bus • Enter and exit the bus in a single file line 	<ul style="list-style-type: none"> • Remain in a single-file line • Use courtesy words like "please" and "thank you"
We are Accountable	<ul style="list-style-type: none"> • Be on time, in your seat and prepared with all your supplies • Participate in class and complete your assignments on time • Keep desk and work area clean 	<ul style="list-style-type: none"> • Gather belongings and arrive on time 	<ul style="list-style-type: none"> • Have ID on board bus • Gather all personal items before entering and exiting the bus 	<ul style="list-style-type: none"> • Clean up your area • Push in your chair

Standards for Discipline and Behavior Limitations

No RLA student, faculty, or staff member has the right to the following:

1. Physically injure themselves or others or threaten injury.
2. Discriminate against others (to treat others as though they are not as good as you).
3. Damage or destroy materials.
4. Steal from others.
5. Impose on others (to force someone to see, do or hear something that they do not want).
6. Interfere with others (to make a sound or movement that keeps others from hearing, seeing or concentrating or from participating in class).
7. Misrepresent to others (to make a false report about yourself or others).

Local Discipline Procedures

1. The classroom teacher is the first line of student management. The philosophy of the school is to provide an optimum learning environment for all students. If a student continues inappropriate behavior and after several different teacher interventions are tried, an administrative discipline referral will be the next step. Teachers will use a Tier 1 intervention form to track minor discipline in the classroom. Tier 1 discipline is cumulative.
2. **In-School Suspension (ISS)** is another more serious form of discipline. Students may be placed in ISS for continuous disruptive behavior or serious infractions of rules. ISS is designed to allow students to remain in school so that their educational process is not interrupted.

Students in ISS are isolated from their peers and must remain in the ISS room for part of or the entire school day. Students are under the direct supervision of a classified employee of the school district during this period of time. Students are expected to complete their assignments in ISS. If a student fails to finish the assignments, he/she may receive additional time in ISS. If a student is disruptive while assigned to ISS, additional days of ISS or out of school suspension will be considered.

3. **Out of School Suspension (OSS)** from school is a disciplinary procedure used if the above procedures are ineffective. A student can be suspended for 10 days without appearing before the Muscogee County School District Discipline Tribunal. The principal may call a tribunal hearing, if he/she feels the situation warrants or suspension is beyond ten school days. A student may also be suspended from school for any serious infraction of rules and regulations. A suspended student must request make up school work. Work requested, by student, but not picked up, or incomplete upon return will receive a "0."
4. If rules are broken on days before holidays or summer break, students will receive consequences upon returning to school.

Minor Offenses (Level 1)

Level 1 offenses are behaviors that are considered distracting to another student's learning or to the teacher's teaching. When these minor offenses occur the teacher will handle them in the classroom or in detention. Each teacher will be responsible for his/her own detention. Detention notices will be sent home to give parents 24 hour notice prior to detention. This condition can be waived if parents can be contacted and agree to detention on that day. In addition to these forms, parent contacts will be made when repeated minor offenses occur. Minor offenses include, **but are not limited** to, the following:

- Talking without permission
- Inappropriate volume level
- Disruptive actions – clowning, not keeping hands/feet to self, arguing, yelling out, teasing
- Eating food without permission
- Name calling, insulting
- Minor damage to school property, technology or resources.
- Not following instructions, refusal to work
- Not having necessary supplies
- Minor pushing or tripping

RLA teachers and administrators will make every reasonable efforts to intervene before student misbehavior becomes serious. Reasonable efforts would include, **but not be limited** to, the following:

- Verbal reprimand
- Team meeting with student
- Referral to counselor
- Silent lunch

- Parent contact
- Parent conference
- Student behavior contract
- Detention
- Temporary removal (timeout) from classroom or school event.

When reasonable teacher and/or administrator efforts do not result in improved behavior, a referral to the office may result in, **but not be limited to**, the following:

- Detention (one or more days)
- Administrative conference with student and parents
- In School Suspension
- Out of School Suspension
- Banishment from after school activities (including athletics participation) for a specified period of time.

Cell Phones (or Other Electronic Devices) Used or Powered On During the School Day

Device taken up & sent to office to be held until parent picks up. **Parents can pick up between 8:30 AM and 3:30 PM the following day.**

Continuous issues with Cell Phone will result in parent conference, ISS, and OSS.

Students are expected to store their electronic devices in their backpacks upon arriving on campus. Devices must remain away and powered off for the duration of the school day until school releases.

Refusal to turn over device to RLA faculty/staff will result in 2 days of ISS.

If the parent/guardian is adamant that he or she cannot allow the phone to be held for the number of days listed in the procedures, then the parent/ guardian chooses for his or her son/daughter/ward to accept a two (2) day out of school suspension in lieu of the phone being held.

“Other Electronic Devices” includes smart watches, hand-held game systems, game controllers, mp3 players, cameras, PDAs, mini- computers, laser pointers, etc.

Major Offenses (Levels 2)

Students who exhibit level 2 discipline infractions will receive more intense consequences. Basic guidelines for each offense is listed in parenthesis in the following manner (1st offense, 2nd offense, 3rd offence, etc.). Discipline is always determined by administration and can be adjusted as needed.

Level 2 (Major Offenses): Any behaviors, which threaten the learning environment of other students, cannot and will not be tolerated. The following behaviors have no place at RLA and will result in serious consequences: Major offenses include, **but are not limited to**, the following:

- Skipping class or detention
- Inappropriate displays of affection
- Blatant defiance / disrespect of adults
- Horseplay
- Misbehavior on bus
- Repeated dress code violations
- Hitting, roughing, and physical abuse with intent
- Destroying/stealing property
- Disruption, or attempt to disrupt, any mode of electronic communication or distribution (i.e. hacking, spamming, cyber bullying, etc.)
- Fighting, bullying, sexual harassment/sexual advances, threatening another student.
- Using profanity, disrespectful or abusive language, and/or gesture toward another student.
- Leaving class without permission.
- Rudeness to guests of the school or while on field trips.
- Forgery or cheating
- Continuous disruptive behavior
- Intimidation of peers or adults
- Theft (severity of threat will determine the need for police charges and/or referral to tribunal)
- Vandalism
- Throwing objects, shooting objects with rubber bands, or otherwise causing objects to fly through the air in a way that is potentially dangerous.

Extreme Offenses (Level 3)

Level 3 (Extreme/Critical Offenses): These offenses are behaviors that are considered serious enough to result in immediate referral to the office. Extreme offenses include, **but are not limited to**, the following:

- Excessive aggressiveness / Out of control fighting
- Leaving school property without permission
- Weapon possession or use
- Tampering with and/or setting off the fire alarm.
- Starting a fire
- Sexual activity on campus
- Threatening a teacher or other adult school personnel
- Hitting, biting, physical assault on a teacher or other adult school personnel.
- Profanity or gestures towards adults
- Constant defiance to persons of authority
- Possessing and/or using tobacco products, lighters, matches, etc...
- Skipping school
- Indecent exposure (referral to tribunal if genitals are exposed)

This is not an exhaustive list of offenses, only the most common ones. All consequences are subordinate to MCSD policies and subject to change at the discretion of the administration.

Severity of consequences may be altered during weeks leading up to long breaks (i.e. Christmas break, Spring break, end of school, etc.).

Supervision of Students

The building opens, and student supervision begins at 7:40 am. Students are supervised during the school day. Students should report directly to homeroom. After students report to homeroom, **they should not be in the halls without a hall pass**. Students should not be on school property at times other than supervised times.

Students are supervised after school hours only for school-sponsored meetings and activities. Parents should be prompt in picking up their children from activities. Parents assume full responsibility for the supervision of their children beyond fifteen minutes after the closing of any school event. **Parents and students should not depend upon a telephone being available so that a student may call when the school event is over.** All students should be picked up by 3:35 pm unless staying for an extracurricular activity that they are a part of.

*Note: The parents of habitual offenders not following the above school policy for after-school event pick-up will be reported to the Department of Family and Children Services for neglect, and may be banned from participating in any after-school activities.

Textbooks, Equipment, and Instruments

All materials, textbooks, equipment, and instruments are purchased by the taxpayers of Muscogee County through Muscogee County Board of Education. Rothschild Leadership Academy is authorized by the School Board to issue and loan materials, textbooks, equipment, and instruments to students for their use during the school year.

The student and his/her parents or guardians are responsible for returning the materials at the end of each school year when an inventory is taken. Students will be charged for items lost, misplaced or damaged. If the item is later found, a refund will be given. Muscogee County School District's policy requires that restitution is made for all such loss or damage after the issue of grades, records, or certificates of progress.

The students and his/her parents or guardians are also responsible for losses, damages or vandalism, whether accidental or purposeful, that occur to any material, textbook, equipment or instrument that has been issued or loaned to a student.

Videotaping/ Audiotaping Pictures and Posting on the Internet

Students are NOT allowed to videotape, audiotape or take pictures of RLA students or staff. Such an act will result in a suspension and possible referral to the Discipline Tribunal.

Rothschild Leadership Academy Contact Information

School Phone: (706) 569-3709
(706) 748-3717 FAX

School Address: 1136 Hunt Avenue
Columbus, GA 31907

School Website: <https://muscogee.k12.ga.us/Schools/RTH>
*Sign up for Parent Portal (Infinite Campus)

District Website: <http://www.muscogee.k12.ga.us/>

ILT Starts: 8:10 AM
Tardy 8:10 AM

School Dismisses: 3:10 PM (Pick up before 3:35 PM)
No student check outs after 2:40 PM

DISCLAIMER

The administration reserves the right to change/ alter policies and consequences as deemed appropriate and in the best interest of the learning environment.

School District Policies

OUR ROTHSCHILD LEADERSHIP ACADEMY HANDBOOK IS A SUMMARY OF THE SCHOOL'S POLICIES & PROCEDURES. THE MCSD HANDBOOK AND CODE OF CONDUCT TAKES PRECEDENCE OVER THIS STUDENT HANDBOOK.

Each student will be issued a copy of the Muscogee County School District Handbook and Code of Conduct during the first week of school. Parents should study that book with their children and understand that violations of School District policies will result in a hearing before the Superintendent's Disciplinary Tribunal Panel