

Honor Code Appeal Information

Rights to an appeal

Any student receiving a 1st or 2nd honor code infraction may appeal the decision to Dr. Gore, by delivering the request in writing either 1.) prior to the end of the school day following the day of the student's conference related to a second infraction or 2.) prior to the end of the school year, whichever comes first.

The request may be emailed (gorets@scsk12.org), typed, or handwritten (preferably in pen) and must include

1. the student's signed and printed name, (email requests don't require signatures)
2. the date of the request, (if emailed, the timestamp of the email will be the date used)
3. which infraction(s) is appealed,
4. and a clear request for an appeal.

Honor Code Violation Consequences:

1st Violation: parental contact, a grade of zero with no attempt to redo/retake, and honors violation submitted

2nd Violation: ALL of the above, removal/ineligibility from honor societies, SGA, teacher assistant, etc. for 12 months after the infraction, notification to the Honor Code Committee, and a conference with the chair of the honor committee

3rd Violation and subsequent violations: ALL of the above, removal/ineligibility from honor societies, SGA, teacher assistant, etc. for the remainder of the high school career, and a meeting with the Honor Code Committee to determine further alternative discipline procedures as outlined in Shelby County Schools Code of Conduct

What are the steps in the appeal process?

1. The student writes or emails a letter to Dr. Gore formally requesting the appeal.
2. Dr. Gore will ensure he has reviewed all evidence from the teacher filing the honor code infraction, then he will meet with the student.
3. The student will state his or her case and explain why the honor code violation was incorrectly given. The student may introduce evidence at this stage.
4. Dr. Gore will choose which of the three allowable responses to the appeal is the most appropriate, given the evidence:
 - Option 1: nullify the infraction—In this case, the record will effectively be expunged and the infraction shall be inadmissible for all honor code purposes, except for preventing the reporting teacher from serving on that student's honor committee (if one is ever needed). This means all consequences will be rescinded.
 - Option 2: modify the infraction to a warning—A warning does not count toward a student's total number of infractions and incurs no academic/disciplinary consequences but is admissible as evidence if an honor committee hearing is needed.
 - Option 3: sustain the infraction. This means the infraction and its consequences stand unchanged.
5. Dr. Gore will communicate his decision to the student, the student's parent, and (if applicable) the teacher.
6. If the student is unsatisfied with Dr. Gore's decision, the student may submit a request to appeal to the honor committee. The request for an appeal to the honor committee must be submitted to Dr. Gore by the end of the school day following the initial appeal that the student wishes to have reviewed. The process for appealing to the honor committee is the same as the process above, but the honor committee will hear the appeal. The decision of the honor committee will be final.

***No steps can be skipped. In order to preserve equity, neither Dr. Gore nor the honor committee will hear appeals that have not been properly filed.