

## PROCEDURE

The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities may be disciplined in accordance with this policy. (\*) is defined as: Consequence for a violation may include but is not limited to, student conference, parent notification, restitution, confiscation, detention, and suspension. School district administrators may use discretion in determining the appropriate disciplinary consequences in individual cases, including consequences, which are not specifically listed. Thus, while these examples provide a guide as to possible disciplinary consequences, consequences for a specific offense may be more or less severe or may differ than those consequences shown. A complete copy of the school district's Student Rights and Responsibilities Policy may be obtained from the building administrator's office. This policy applies to all school building, school grounds and school property; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees. School administration reserves the right to refer any incident to proper authority. Pursuant to the School District's Student Record Policy, the School District shall forward information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, or disciplinary action resulting in a suspension or expulsion, to officials of other schools or school districts in which a student seeks or intends to enroll.

INAPPROPRIATE BEHAVIOR	1st Offense	2nd Offense	3rd Offense
<p>1. <b>Alcohol or Chemicals, Possession, Use or under the influence</b> – Possessing, using or being under the influence of any narcotic, drug or controlled substance (without prescription), alcohol or other mood-altering substance where is prohibited. (Any prescription medication a student is required to take, with the exception of prescribed inhalers or prescribed non-syringe injectors of epinephrine, must be left with and administered by the school nurse, in accordance with district administrative policy JG.) This includes inappropriate use of over-the-counter medications and look-alike substances. This also includes paraphernalia or look-alike paraphernalia.</p> <p style="text-align: right;">grades K–6 grades 7–12</p>	<p>1 day susp 1-3 day susp</p>	<p>3 day susp 3-5 day susp. &amp; assessment</p>	<p>5 day susp move to expel</p>
<p>2. <b>Alcohol/Chemicals, Possession With Intent to Distribute or Sell</b> – Selling or distributing, or intending to sell or distribute, alcohol or any narcotic, drug, controlled, look-alike or other mood-altering substance is prohibited. This includes paraphernalia or look-alike paraphernalia. This also includes a student sharing/selling prescription medication or over-the-counter medication for inappropriate use with another student.</p> <p style="text-align: right;">grades K–6 grades 7–12</p>	<p>1 day susp 5 day susp. or move to expel</p>	<p>3 day susp move to expel</p>	<p>5 day susp</p>
<p>3. <b>Arson</b> – Destruction or damage to school or district buildings or property by means of fire.</p> <p style="text-align: right;">grades K-6 grades 7-12</p>	<p>3-5 day susp. move to expel</p>	<p>5 days or move to expel</p>	<p>move to expel</p>

**INAPPROPRIATE BEHAVIOR**

**1st Offense**

**2nd Offense**

**3rd Offense**

<p>4. <b>Assault, Physical</b> – Inflicting bodily harm upon another person or attempting to cause fear in another person of bodily harm.</p> <p style="text-align: right;">Upon a student or staff member - grades K–3                  Upon a student or staff member - grades 4–6                  Upon a student - grades 7–12                    Upon a staff member - grades 7–12</p>	<p style="text-align: center;">*</p> <p>3 day susp.                  5 day susp. Or move to expel                  move to expel</p>	<p>1 day susp.                  5 day susp.</p>	<p>3 day susp.                  move to expel</p>
<p>5. <b>Assault, Verbal</b> - Verbal confrontation with a student or staff member which causes or could cause fear. The language could be but is not limited to, language that is discriminatory, abusive, obscene, threatening, intimidating or that degrades other people.</p> <p style="text-align: right;">Upon a student or staff member - grades K–3                  Upon a student or staff member - grades 4–6                  Upon a student - grades 7–8                  Upon a student - grades 9–12                    Upon a staff member - grades 7–12</p>	<p style="text-align: center;">*</p> <p>1 day susp.                  1 day susp.                  1 day susp.                  3 day susp.                    5 day susp.</p>	<p>1 day susp.                  3 day susp.                  3 day susp.                  5 day susp.                    move to expel</p>	<p>3 day susp.                  5 day susp.                  move to expel                  move to expel</p>
<p>6. <b>Bullying</b> – Doing something hurtful or mean toward another person. Often it is repeated over time. Examples include but are not limited to dumping binders, teasing, harassing, gossiping, intimidating, excluding, etc. This prohibition also applies to students who, by their indirect behavior, condone or support another student’s act of bullying.</p> <p style="text-align: right;">Non-physical bullying – grades K-6                  grades 7-8                  Physical bullying – grades K-6                  grades 7-8</p>	<p style="text-align: center;">*                  *                  *                  *</p>	<p style="text-align: center;">*</p> <p>1 day susp.                  1 day susp.                  1-3 day susp.</p>	<p>1 day susp.                  1-3 day susp.                  3 day susp.                  3 day susp.</p>
<p>7. <b>Burglary</b> – Entering a district building or any district property without consent or when closed to the public for the purpose of committing a crime, either directly or as an accomplice.</p> <p style="text-align: right;">grade K-6                  grades 7-12</p>	<p style="text-align: center;">*</p> <p>move to expel</p>	<p>move to expel</p>	
<p>8. <b>Careless Act</b> – Committing a careless act which inflicts bodily harm upon another person, even though accidental or a result of poor judgment.</p> <p style="text-align: right;">grades K–6                  grades 7–12</p>	<p style="text-align: center;">*</p> <p>1 day susp.</p>	<p>1 day susp.                  3 day susp.</p>	<p>3 day susp.                  5 day susp.</p>

**INAPPROPRIATE BEHAVIOR**

**1st Offense**

**2nd Offense**

**3rd Offense**

<p>9. <b>Dishonesty - Academic</b> - Academic dishonesty includes but is not limited to cheating on a school assignment or test; copying someone else's work or allowing one's work to be copied; revealing test content, questions or answers; altering answers, scores or records, plagiarizing or collusion. This includes the use of picture phones or other technology to accomplish this end.</p> <p style="text-align: right;">grades K-3 * grades 4-6 * grades 7-8 * grades 9-12 *</p>		<p style="text-align: center;">* * 1 day susp. 1-3 day susp.</p>	<p style="text-align: center;">* 1 day susp. 1-3 day susp. 3-5 day susp.</p>
** Academic consequences may also be assigned			
<p>10. <b>Disruptive Behavior</b> – Disruptive behavior means acts that disrupt or threaten to disrupt the educational process in the classroom, hallway or other area of the school or at any school function, including but not limited to disobedience, disrespectful behavior.</p> <p style="text-align: right;">grades K-3 * grades 4-6 * grades 7-8 * grades 9-12 1 day susp.</p>		<p style="text-align: center;">* * * 3 day susp.</p>	<p style="text-align: center;">* 1 day susp. 1 day susp. 5 day susp.</p>
<p>11. <b>Dress and Grooming</b> - See School Dress Code Policy</p>			
<p>12. <b>Driving, Careless or Reckless</b> - Driving any motorized or non-motorized vehicle on school locations in such a manner as to endanger people or property is prohibited.</p> <p style="text-align: right;">grades 9-12 *</p>	<p>May include revocation of parking permit (without refund)</p>	<p>1-3 day susp. May include revocation of parking permit (without refund)</p>	<p>3-5 day susp. May include revocation of parking permit (without refund)</p>
<p>13. <b>False Reporting</b> – The staging or reporting of dangerous or hazardous situations. (i.e. a riot, armed intruder, bomb threat, fire,) that do not exist.</p> <p style="text-align: right;">grades K-3 grades 4-6 grades 7-12</p>	<p>3 day susp. 5 day susp. or move to expel.</p>	<p>1-3 days susp. 5 day susp. move to expel</p>	<p>3-5 day susp. move to expel</p>

**INAPPROPRIATE BEHAVIOR**

**1st Offense**

**2nd Offense**

**3rd Offense**

<p>14. <b>Fighting</b> - Engaging in any form of fighting where blows are exchanged is prohibited, regardless of who initiated the fight or whether the student believes they were acting in self-defense. This prohibition includes hitting, slapping, pulling hair, biting, kicking, scratching or any other acts in which a student inflicts or attempts to inflict bodily harm on another person.</p> <p>grades K-3 * grades 4-6 1-3 day susp.</p> <p>grades 7-8 1-3 day susp.</p> <p>grades 9-12 3 day susp.</p>		<p>1 day susp. 3 day susp.</p> <p>3-5 day susp or move to expel</p> <p>5 day susp or move to expel</p>	<p>3 day susp. 5 day susp. or move to expel</p> <p>move to expel</p>
<p>15. <b>Gambling</b> –Playing a game of chance for stakes.</p> <p>grades K–8 * grades 9–12 *</p>		<p>* 1 day susp.</p>	<p>1 day susp. 3 day susp.</p>
<p>16. <b>Harassment - includes but is not limited to:</b> - Inappropriate remarks, stalking or other conduct, often repeated, related to a person’s race, color, beliefs, religion, national origin, sex, sexual orientation, marital status, disability, age, or status with regard to public assistance.</p> <p>grades K-3 * grades 4-6 1 grades 7–12 1-3 day susp.</p>		<p>1 day susp. 3 day susp. 3-5 day susp.</p>	<p>3 day susp. 5 day susp, move to expel</p>
<p>17. <b>*Hazing</b> – Committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person in order for the student to be initiated into or affiliated with a student organization. Student organization means a group, club, or organization having students as its primary members or participants.</p> <p>Consent to be hazed or permission to be hazed will not lessen the consequences. Harassment by ways of initiation, ridicule or criticism is prohibited at all times.</p> <p>grades K-6 * grades 7 - 12 3-5 day susp.</p>		<p>* 5 day susp. or move to expel</p>	<p>* move to expel</p>
<p>18. <b>Ignition device</b> – Using or possessing an ignition device, including a butane or disposable lighter or matches under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school.</p> <p>grades K-6 * grades 7 - 12 *</p>		<p>1-3 day susp. 1 day susp.</p>	<p>3-5 day susp. 3 day susp.</p>
<p>19. <b>Inappropriate Display of Affection</b> - Engaging in any overt, excessive and/or inappropriate kissing, embracing, or touching of another student.</p> <p>grade K-6 * grades 7-12 *</p>		<p>* 1 day susp.</p>	<p>* 1-3 day susp.</p>

**INAPPROPRIATE BEHAVIOR**

**1st Offense**

**2nd Offense**

**3rd Offense**

<p>20. <b>Inappropriate Material</b> – Possession or distribution of slanderous, libelous or pornographic material or materials containing obscene, harassing or degrading or other similarly inappropriate material.</p> <p>grades K-3 * grades 4-6 * grades 7-12 1 day susp.</p>			<p>1 day susp. 3 day susp. 5 day susp.</p>
<p>21. <b>Insubordination</b> – Willful refusal to follow an appropriate direction or order given by a staff member.</p> <p>grades K-3 * grades 4-6 * grades 7-12 *</p>			<p>1-3 day susp. 3 day susp. 3-5 day susp.</p>
<p>22. <b>Interference or Obstruction</b> – Any physical, verbal or written action taken to attempt to prevent a staff member or student from exercising his or her lawfully assigned duties or interfering with the educational process.</p> <p>grades K-3 * grades 4-6 * grades 7-12 *</p>			<p>1 day susp. 3 day susp. 3-5 day susp.</p>
<p>23. <b>Language, Inappropriate</b> – Use of language that includes, but is not limited to obscenity, profanity, swearing, cursing, or impertinent or disrespectful language towards teachers or other School District personnel, or language that degrades another person is prohibited.</p> <p>grades K-6 * grades 7-12 *</p>			<p>1 day susp. 1-3 day susp.</p>
<p>24. <b>Law Violation</b> – Violation of any local, state or federal law.</p> <p>grades K-12 *</p>			*
<p>25. <b>Leaving School Grounds</b> – Leaving school grounds during the school day without permission.</p> <p>grades K-12 *</p>	(truancy rules will apply)	(truancy rules will apply)	(truancy rules will apply)
<p>26. <b>Lockers</b> – Violation of directives relating to lockers</p> <p>grades K-12 *</p>			*
<p>27. <b>Records or Identification, Falsification</b> – Falsifying signatures or data, or refusing to give proper identification or giving false information to a staff member or bus driver. This includes refusing to identify self to a staff member.</p> <p>grades K-3 * grades 4-6 * grades 7-12 *</p>			<p>1 day susp. 3 day susp. 3-5 day susp.</p>
<p>28. <b>Robbery or Extortion</b> – Obtaining or attempting to obtain property from another person where his or her consent was induced by use of force, threat of force, intimidation, black mail or under false pretenses.</p> <p>grades K-6 1-3 day susp. grades 7-12 5 day susp.</p>			<p>3-5 day susp. move to expel</p>

**INAPPROPRIATE BEHAVIOR**

**1st Offense**

**2nd Offense**

**3rd Offense**

<p>29. <b>Sexual Conduct</b> – Engaging in consensual sexual intercourse or sexual contact with another person, including intentional touching of clothing covering a person’s intimate parts, or intentional removal or attempted removal of clothing covering a person’s intimate parts or clothing covering a person’s undergarments.</p> <p align="right">grade K-3 grade 4-6 grades 7-12</p>	<p>* * 5 day susp or move to expel</p>	<p>* 1 day susp. move to expel</p>	<p>* 3 day susp. move to expel</p>
<p>30. <b>Sexual Misconduct</b> – Engaging in non-consensual sexual intercourse or sexual contact with another person, including intentional touching of clothing covering a person’s intimate parts, or intentional removal or attempted removal of clothing covering a person’s intimate parts or clothing covering a person’s undergarments, or other inappropriate sexual conduct. This includes indecent exposure.</p> <p align="right">grades K-3 grades 4–6 grades 7–12</p>	<p>* 1-3 day susp. move to expel</p>	<p>1-3 day susp. 3-5 day susp.</p>	<p>3-5 day susp. move to expel</p>
<p>31. <b>Technology and Telecommunications Misuse</b> – See School District Policy</p> <p align="right">grades K-12</p>	<p>*move to expel</p>		
<p>32. <b>Physical/Verbal Threat</b> - Threatening, directly or indirectly, to commit violence or to cause the evacuation of school district property which terrorizes another person or group of people, causes a disruption or where such statements and/or actions are made in reckless disregard of the risk of causing such terror or disruption. The threat could be verbal or nonverbal. Such behavior is prohibited regardless of any actual intent to carry out the threat.</p> <p align="right">grades K-3 grades 4-6  grades 7-8  grades 9-12</p>	<p>* 1-3 day susp. or move to expel  3-5 day susp. or move to expel  5 day susp. or move to expel</p>	<p>1-3 day susp. 3-5 day susp. or move to expel  move to expel  move to expel</p>	<p>3-5 day susp. move to expel</p>
<p>33. <b>Theft, or Knowingly Receiving or Possessing Stolen Property</b> – Taking, possessing, using or receiving the property of another without that person’s consent</p> <p align="right">grades K–3 grades 4-6 grades 7-8 grades 9-12</p>	<p>* * 1 day susp. 3 day susp.</p>	<p>* 1 day susp. 3 day susp. 5 day susp.</p>	<p>1 day susp. 3 day susp. 5 day susp. move to expel</p>

**INAPPROPRIATE BEHAVIOR**

**1st Offense**

**2nd Offense**

**3rd Offense**

<p>34. <b>Tobacco</b> – Possessing, distributing, selling or using tobacco or smoking paraphernalia (i.e. pipes, papers, lighters or matches).</p> <p style="text-align: right;">grades K-3 grades 4–12</p>	<p>* 1 day susp.</p>	<p>1 day susp. 3 day susp.</p>	<p>3 day susp. 5 day susp.</p>
<p>35. <b>Trespassing</b> – Entering a district building or any district property without consent or when closed to the public.</p> <p style="text-align: right;">grades K-3 grades 4–6 grades 7–8 grades 9–12</p>	<p>* * 1 day susp. 1-3 day susp.</p>	<p>* 1 day susp. 1-3 day susp. 3-5 day susp.</p>	<p>* 3 day susp. 3-5 day susp. 5 day susp.</p>
<p>36. <b>Unique Situations</b> – Other acts as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surroundings, or which violate the rights of others, or which damage or endanger the property of the school, or which otherwise interferes with or obstructs the mission or operations of the school district, or the safety or welfare of students or employees.</p> <p style="text-align: right;">grades K-12</p>	<p>*</p>	<p>*</p>	<p>*</p>
<p>37. <b>Vandalism</b> – Defacing, cutting or otherwise damaging property that belongs to the school, to other students, to staff members or to other individuals.</p> <p style="text-align: right;">grades K–3 grades 4–6 grades 7–12</p> <p>*plus appropriate restitution</p>	<p>* 1-3 day susp. 3 day susp.</p>	<p>1-3 day susp. 3-5 day susp. 5 day susp. or move to expel</p>	<p>3-5 day susp. 5-10 day susp. move to expel</p>
<p>38. <b>Weapon or Look-alike Weapon Possession</b> – See School District Weapon Policy</p> <p style="text-align: right;">grades K–12</p>	<p>move to expel</p>		