

# **PREFACE**

## **Discipline Creed**

Everyone is entitled to a safe, secure, orderly environment in which to learn and work.

Student growth is dependent upon positive and successful school experiences.

Discipline is a shared responsibility: students and adults are both responsible for an orderly, safe, equitable learning environment.

Actions are what we have chosen to do: actions are a product of choices.

Positive, proactive resolutions defuse conflict.

High standards and courteous, respectful behavior, on the part of all, foster a climate of achievement.

This Discipline Code sets forth the discipline policy of the Rockford School District and is designed to clarify the rights and responsibilities of students, parents, teachers, bus drivers and other school personnel in the Rockford Public Schools. Students, staff, parents and others are encouraged to study and discuss the contents of this Code. Understanding rights and responsibilities is one way to better ensure that these rights and responsibilities are respected, and provide fairness.

## **Students Rights and Responsibilities**

### **Rights**

To be given the opportunities to be heard as well as have witnesses and/or an advocate speak on one's behalf.

To pursue a successful education without disruption.

To discuss educational concerns with teachers and other school staff.

To be informed of student rights and responsibilities.

To receive fair and equitable treatment without discrimination in every aspect of the educational system

To be treated respectfully and as an individual.

To expect cultural respect and understanding.

To expect learning to be relevant to life.

To equitably participate in courses and co-curricular activities that promotes individual skills and talents.

To be academically challenged. To be transported in a safe manner.

### **Responsibilities**

To resolve problems and issues while providing dignity for all.

To become productive citizens.

To recognize when personal actions are interfering with the rights, personal space, feelings and property of others.

To be culturally sensitive and respect cultural diversity.

To develop a sense of responsibility for personal choices

To succeed in school by working to the best of one's ability.

To attend school regularly, arrive on time, and bring supplies.

To follow Discipline Code adopted by the District, as well as one's school and class.

To ask for help when in need of assistance.

To be an active listener.

To act in a courteous and responsible manner in all school related activities.

To be a participating learner.

## **Parents Rights and Responsibilities**

### **Rights**

To view all temporary and permanent records and visit school in accordance with Board of Education policy.

To be informed and receive explanations of academic progress and behavior.

To be consulted as soon as possible when decisions are made that affect one's child.

To request and be granted conferences with school personnel.

To express feelings without intimidating or being intimidated.

To expect school to be a safe place of learning.

To expect cultural respect and understanding.

To be treated respectfully.

To be informed of the Discipline Code and appeal process.

To expect children to be academically challenged and to learn.

## **Responsibilities**

To abide by the Compulsory Attendance Laws.

To communicate an expectation to achieve in every class.

To provide a regular place to do homework.

To expose children to learning activities.

To praise children for effort, improvement, and achievement.

To act in a courteous and responsible manner in all school related activities.

To act as partners with school staff for improving student learning and behavior.

To assist children in learning how to make choices and deal with the consequences.

To provide the school with accurate home and emergency phone numbers.

To be culturally sensitive and to instill this in children.

To be an active listener and learner.

## **Staff Rights and Responsibilities**

### **RIGHTS**

To be supported by other staff and parents/guardians.

To work in a positive atmosphere for learning and teaching.

To work in an atmosphere free from verbal or physical threats and abuse.

To be present at student/parent conferences.

To be involved in the decision making process for the school district.

To expect cultural respect and understanding.

To be provided with resources necessary to carry out responsibilities

To work in partnership with others.

To participate with parents, community, and staff in school decisions.

To have a safe working environment (includes school bus).

To be treated respectfully and as an individual.

## **RESPONSIBILITIES**

To academically challenge students.

To provide learning for students in an equitable manner.

To establish and maintain an environment where all may learn.

To recognize and work with students who have various learning styles.

To respect the rights, dignity, and confidentiality of students, parents/guardians, and other staff.

To inform and consult parents/guardians in assessing the needs and progress of students.

To be pro-active toward resolving issues.

To empower students to be personally responsible.

To be culturally sensitive and respect cultural diversity.

To act in a courteous and responsible manner in all school related activities.

To be fair, equitable, and consistent in all interactions.

To be responsive to student needs.

To be informed of the Discipline Code and appeal process.

To implement approved and accepted teaching and assessment practices.

To initiate parent contact/support at the First Occurrence of academic or behavior changes.

To develop, with student input and administrator review, a Classroom Rights and Responsibility Plan.

To develop, communicate and enforce clear behavioral and learning expectations.

## Student Discipline

Fair and equitable discipline is intended to protect the rights and privileges of all persons, in all matters relating to the conduct of the school. Principals, teachers, and certified personnel stand *in loco parentis*, in the supervision of students in the absence of parent/guardian. A teacher, other certificated employee, and any other person, whether or not a certificated employee, providing a related service or with respect to a student may use reasonable force as needed to maintain safety for the other students and staff. A teacher may remove a student from the classroom for disruptive behavior.

**\* “in loco parentis” Principals, Teachers, ~~Bus Drivers~~, and certified personnel, act as the parent in the supervision of students, in the absence of parent/guardians.**

The teaching of self-discipline (responsibility for a person's own actions) is a goal of the Rockford Public School District's Discipline Code. It is the school's responsibility to implement a program for teaching a system of essential rules and to administer just and constructive corrective measures. Should corrective measures be necessary, the following will be considered:

- Student's age
- Ability-functioning level
- Seriousness of the occurrence
- Frequency of inappropriate behavior
- Circumstances and intent
- Potential effect of the misconduct on the school environment
- Relationship of the behavior to any handicapping condition
- Relationship of the behavior to alcohol or drug influence

*With very young children, application of discipline consequences should focus more on care for the child and holding caregivers responsible than consequences to the child.*

Student safety is the primary concern of the Rockford School District's Transportation Department. Laws and regulations have been established to insure the safety of students and drivers on School Vehicles\*. Misbehavior on school vehicles poses a threat to the safety of everyone on the roadway.

When it has been determined by a principal, assistant principal or dean of students that a student is in violation of the provisions of this Discipline Code, the principal, assistant principal, or dean of students shall impose appropriate disciplinary measures. It is the intention of the Board of Education that this Code be viewed as cumulative so that repeat or persistent violations result in enhanced punishment. A discipline record will be maintained on each student. Disciplinary offenses in the Code have been assigned points. **Students accumulate points over the course of one school year.** The points are removed at the end of the year, but the student record remains. Whenever a child is found in violation of the Code, the principal will assign the prescribed points for the offense. When point totals equal 100 or more but less than 150, the Assistant Superintendent for Student Support may recommend a student for involuntary assignment to the Fresh Start Program. A parent may request, at any time, a voluntary assignment to the Fresh Start Program. The Assistant Superintendent for Student Support must refer a student for Fresh Start Program placement when he/she has accumulated more than 149 disciplinary points at any time during the school year.

\* “School Vehicles” means district owned/operated or contracted vehicles.

## Discipline of Students with Disabilities under I.D.E.A., 504 and A.D.A

If a student is subject to the provisions of IDEA (The Individuals with Disabilities Education Act), Section 504 of the Rehabilitation Act and/or the ADA (Americans with Disabilities Act), discipline not involving a change of placement for a period of longer than ten (10) days may be imposed without regard to whether the behavior requiring discipline is a manifestation of the handicapping condition. Thus, in such cases the principal may impose appropriate discipline not to exceed a ten (10) day suspension. It is required that appropriate disciplinary measures for such students be agreed upon and included in the student's individual education program or educational plan so that all concerned parties will be aware of what discipline will be imposed and that the most effective means of discipline can be chosen.

A proposed exclusion of a student with a disability for more than ten (10) consecutive school days constitutes a change of placement. The determination of whether a series of suspensions constitutes a change of placement must be made on a case by case basis. To implement a change in placement based on discipline, it must be determined if the behavior is, or is not, a manifestation of a handicap. If the behavior is a manifestation of the student's disability the school must address the behaviors through the IEP (Individual Education Plan) or 504 plan. If the behaviors are not related to the disability then the student may be disciplined in the same manner as students without disabilities, except special education eligible students must continue to receive appropriate educational services.

When the placement of a student with a disability is changed for disciplinary reasons, the procedural protection of IDEA, 504, and ADA are required. Please refer to the Special Education Parent Handbook or Section 504 Student Rights Summary for further information on disciplining a student with disabilities.

Students with disabilities will accumulate points in the same fashion as students without disabilities under the Discipline Code. A Manifestation Determination Review (MDR) will be conducted for students with disabilities upon accumulating 50, 75, 100, 125 points. In any event an MDR shall be conducted prior to an involuntary transfer to the Fresh Start Program.

## Limited English Proficient Students

In any contact involving either a student or parents with limited English skills, a language advocate shall be provided.

## Isolated Time Out and Physical Restraint

District Schools will not employ Isolated Time Out as defined by Illinois School Code. Students whose behavior presents an imminent physical danger to self or others may be subjected to Physical Restraint. Physical Restraint will be employed only when necessary for safety and shall not be used for disciplinary reasons. Such actions will be keeping with 23 IL Admin. Code 1.280 & 1.285.

This provision does not apply to momentary periods of physical restriction by direct person to person contact designed to prevent a student from harming himself, others or property or removing a disruptive student who is unwilling to leave the area voluntarily. Also, this provision does not apply to use of non-isolated time out.

## Corporal Punishment

Corporal punishment is inflicting bodily harm upon an individual for disciplinary purposes. The Rockford Board of Education does not believe corporal punishment is an effective means of enforcing or maintaining proper student behavior; therefore corporal punishment is prohibited. However, reasonable force to prevent bodily harm to one's self or others is not prohibited.

## Fresh Start Program

As a means of furthering its program of progressive discipline and assisting students who may require a more structured academic environment, the Rockford School District provides a Fresh Start Program setting (Fresh Start Program) for middle and high school students. The District also provides an alternative program for elementary school students.

When students accumulate more than 99 and less than 150 points the Assistant Superintendent for Student Support will determine if the student should be referred for involuntary assignment to the Fresh Start Program. When a student accumulates more than 149 points, referral for involuntary assignment to the Fresh Start Program will be mandatory. Student attendance is **mandatory**. Students will return to their home school, or another district school if it is a better situation for the student, under a one hundred point contract agreed to and signed by the student, parent and principal. All involuntary assignments to the Fresh Start Program will be subject to a hearing before the Disciplinary Hearing Authority.

**Students will accumulate points over the course of one school year. The points will not be carried over to the next year.**

## **Disciplinary Hearing Authority**

The Hearing Authority will review all administrative recommendations and parental objections for involuntary assignments of students to the Fresh Start Program.

The Hearing Authority shall be a committee comprised of two assistant principals from the District who are not administrators in the student's home school, or retired administrators, and the Assistant Superintendent of Student Services who shall serve as the Hearing Officer. The Hearing Officer shall be the presiding officer at the hearing and shall:

- a. Schedule a hearing at a specified date, time and place and issue a notice of hearing to the parent/guardian of the student. The Hearing Officer may re-schedule any hearing to a specified date, time and place for good cause.
- b. Be available before the hearing to answer any questions that the student, his parents, guardians, or representative may have about the nature and conduct of the hearing.
- c. Have full charge of the hearing and the authority to direct its proceedings and to control the conduct of all persons present, subject to the general direction of this Discipline Code.
- d. Make a written record of the proceedings to include a summary of the facts and reasons supporting the decision.
- e. Transmit written findings and recommendations, if any, to attend the Fresh Start Program to the Superintendent of Schools, the principal, the student and the student's parents, guardians or representatives.

The parent/guardian of the student referred for involuntary assignment and the student referred may attend the hearing, be represented by legal counsel or other advocate, present information related to involuntary transfer to the Fresh Start Program, ask questions of any person presenting evidence in relation to the assignment, and may present evidence rebutting any charges relevant to the referral to the Fresh Start Program. Failure of the parent/guardian to attend a scheduled hearing with the Disciplinary Hearing Authority without good cause may be determined by the Hearing Authority to be a waiver of hearing and consent to assignment to the Fresh Start Program.

The Discipline Hearing Authority recommendation must be based solely on the evidence presented at the hearing, which shall include information supporting any and all basis for the referral and reflect the majority opinion of the Hearing Authority. If insufficient misconduct to justify involuntary assignment to the Fresh Start Program is found, the matter is terminated and the Hearing Officer shall issue a written determination rejecting the involuntary assignment. When sufficient misconduct consistent with the Discipline Code is found, the Hearing Officer shall recommend assignment of the student to the Fresh Start Program. Upon direction of the Superintendent, the student must enroll in the Fresh Start Program within seven (7) days from the time the direction is mailed to the student and his/her parents. If persistent misbehavior continues while in the Fresh Start Program the principal or assistant principal of the Fresh Start Program shall proceed with further disciplinary action consistent with the provisions of the Discipline Code.

### **Involuntary Transfer to Fresh Start Program Appeal to the Board of Education:**

Request for Appeal:

1. If the Superintendent directs involuntary assignments to the Fresh Start Program, the parent/guardian may request in writing that the Board review the Superintendent's decision. The Board of Education will render the final decision in these cases.

## **DISCIPLINARY SANCTIONS**

### **LEGAL AUTHORITY**

The Board of Education may directly or through its designees suspend or expel any student in violation of the following:

1. Gross disobedience or misconduct;
2. Any published regulation for student conduct adopted or approved by the Board of Education;

3. Conduct which is disobedient and/or which substantially disrupts, impedes, or interferes with the operation of any public school, or the operation of any public school bus.
4. Conduct which endangers the safety of others or which substantially impinges upon or invades the rights of others at school, on school property, on a school bus, or at a school-supervised or school related activity.

## **STUDENT EXPULSION**

Expulsion is the most severe punishment a school system may impose. The Board of Education may expel a student up to two years. A student who is determined to have brought a weapon to school, any school-sponsored activity or event, or any event which bears a reasonable relationship to school shall be expelled for a period of not less than one calendar year. Expelled students may not enroll in or attend any educational program operated by the school district.

### **Conditions of Expulsion**

A student shall not receive course credit for the semester in which the expulsion occurs. In the event of an expulsion, the school will notify the parents and student of alternative education opportunities. Expelled students may be readmitted to a Rockford Public School after the period of expulsion.

## **OUT OF SCHOOL SUSPENSION (OSS)**

Out of school suspension (OSS) is the temporary (1 to 10 school days) exclusion of students from school grounds and all school activities. OSS may be imposed by the Superintendent, building principals, assistant principals, or deans of students.

### **EFFECTIVE TIME OF SUSPENSION**

Suspension becomes effective after the informal suspension hearing and notification of the parent/guardian/emergency person or at the end of the school day or release from official custody, whichever is later.

### **EMERGENCY REMOVAL**

The principal may remove a student from school and a transportation supervisor may remove a student from a school bus without an informal hearing if the student's continued presence is an immediate danger or an ongoing threat of disruption. In such cases, the notice and informal hearing shall follow as soon as practicable.

### **INFORMAL HEARING PROCEDURES**

Students will receive an informal hearing by the principal or assistant principal before a decision to suspend. The Hearing process may be postponed if a student's presence poses a danger to people or property or an ongoing threat of disruption to the education process.

The principal must attempt to inform the student personally of the charge(s). The student is given an explanation of the evidence. The principal has authority to decide if the explanation will identify witnesses. The student is given a reasonable opportunity to state his/her position before a decision is made to suspend.

### **ADMINISTRATOR DECISION OF FACTS**

After weighing the evidence, the principal determines if the charge is supported by the evidence and if so, the appropriate disciplinary action will be taken in accordance with District policies, guidelines, and professional judgment.

## **NOTIFICATION OF SUSPENSION**

Administration will call all numbers provided by the parent, to notify the parent/ guardian/emergency person of the suspension. No student is to be sent home from school prior to the close of school before a parent/guardian/emergency person contact is made. It is the responsibility of the parent/ guardian to update the school as to telephone numbers/changes.

A Notice of Suspension is presented to the student and mailed to the parent/guardian, which shall include:

1. The date and specific reasons for the suspension
2. The appeal procedures
3. The length of the suspension
4. Whether expulsion is recommended
5. A request that the parent/guardian contact the principal to arrange a mutually agreeable time for a conference prior to the readmission date.

During a period of suspension a student may not participate in any school-related activity and the student is not to be present on any school owned property without prior authorization of the principal.

## **HOMEWORK DURING SUSPENSION**

To ensure continuation of learning, suspended students are expected to complete schoolwork during their time of suspension. Upon request, a suspended student may be given assignments during the period of suspension. Student shall not automatically suffer a loss of grade, solely due to suspension. Student must complete all homework assignments and make up any missed tests in a timely manner upon return from suspension.

## **LOSS OF BUS RIDING PRIVILEGE**

During the time of a school bus suspension, parents are responsible for transporting their student. Students are expected to attend school for the duration of the bus suspension.

## **STUDENT REINSTATEMENT CONFERENCE FOR PARENTS**

1. The parent and administrator/transportation supervisor should arrange a mutually satisfactory time for a conference. If the parent finds it difficult because of working hours, family responsibilities, or distance from school to come to the school for a conference, the school administrator should find some alternative means for the conference.
2. During the conference the student's achievements as well as difficulties will be reviewed to determine additional steps to be taken by the school/transportation department, the student and the parent to ensure the student's future success and safety when reinstated.

## **ALTERNATIVE LEARNING ENVIRONMENT (ALE)**

Alternative Learning Environment is the temporary exclusion of a student from his or her regular classroom, lunch area and other regular school day activities and assignment to a designated place in the school for one or more hours in a school day, or days. Appeal of ALE assignment may be taken to the school principal whose decision shall be final.

## **SATURDAY SCHOOL**

Saturday School is the assignment of a student to a school building on a Saturday for one or more hours.

# APPEAL PROCEDURE/HEARINGS

**Parents/guardians have the right to appeal to the Board of Education any out of school suspension.**

## A. APPEAL OF OUT OF SCHOOL SUSPENSIONS

1. A parent/adult student shall have the right to request a review of an out of school suspension. Appeal is made by contacting the administrator who initiated the suspension to schedule an initial hearing.
2. In the event the initial hearing does not result in a resolution of the appeal, a hearing will be conducted with the school principal.
3. If the hearing with the school principal does not result in a resolution, the parent/guardian may request a hearing before an officer appointed by the Board. Hearings before the Board's Hearing Officer must be requested by filing a request within 24 hours of the hearing with the school principal on a form available at the school. Upon receipt of the properly executed form, the District will schedule a hearing before the Board's Hearing Officer.
4. During appeal of an out of school suspension the student may remain in school unless, in the opinion of the principal, the safety of students and/or staff require otherwise.
5. Failure to attend a hearing on an out of school suspension without good cause may result in waiver of appeal and immediate commencement of suspension.

## B. EXPULSION HEARINGS

In the event of a recommendation for expulsion, the District will schedule a hearing before the Board's Hearing Officer.

## C. HEARING PROCESS

The following procedures apply to hearings before the Board's Hearing Officer on appeals of out of school suspensions and recommendations for expulsion.

1. The student shall have an opportunity for a hearing which is conducted by a Hearing Officer appointed by the School Board.
2. The Board shall provide written notice to the parent/ guardian of the time, place, and purpose of the hearing by registered or certified mail and request the appearance of the parent/guardian at the hearing.
3. During the hearing, the student and parents/guardian may be represented by legal counsel; present witnesses and other evidence and cross-examine adverse witnesses. The officer shall hear evidence on the issue of suspension, and recommendation for expulsion, if any.
4. The principal will identify and state a valid rationale for masking witness names based upon real evidence and legitimate fear of retaliation.
5. The Hearing Officer will allow the parties to clearly explain their respective points of view and to submit whatever evidence they have available that is relevant to the suspension or recommendation for expulsion.
6. The Hearing Officer shall prepare a written summary of the information presented at the hearing including such information and commentary as the Hearing Officer deems relevant.
7. After receipt of the administrative recommendation and the Hearing Officer's report, the Board shall render a decision. If the board finds the student in violation of the discipline code, it shall determine the appropriate level of discipline, up to and including expulsion.
8. The decision of the Board shall be in writing with a copy provided to the parents/guardian of the student.
9. The Department of Human Services will be invited to send a representative to the due process hearing when mental illness is suspected.

The hearing process for an expulsion recommendation shall be scheduled in the same manner as suspension hearings.

### **Hearing Officer**

The board will appoint an attorney as the Hearing Officer for expulsions.

**NOTE:** In the event of multiple infractions, the point consequence from the more severe occurrence may be assigned. Point references in the following grid are maximum point values; actual points assigned are at the discretion of the principal. Principal may give detention before, during, or after the school day. Any of the following listed occurrences may also result in Police referral.

<u>OCCURRENCE</u>	DISCIPLINARY ACTION - ELEMENTARY	DISCIPLINARY ACTION - MIDDLE SCHOOL	DISCIPLINARY ACTION – HIGH SCHOOL
<p><b>Altering/destruction of school records</b> – School records will be defined as temporary and permanent school records, records and reports created and/or maintained by teachers or administrators, disciplinary documents, hall passes, and other similar documents.</p>	<p><b>1st Occurrence:</b> At the discretion of the principal, conference or phone call with parent (5 points)  <b>2nd Occurrence:</b> 0- 2 days OSS (10 points)  <b>3rd and Subsequent Occurrences:</b> 0- 3 days OSS (15 points)</p>	<p><b>1st Occurrence:</b> At the principal's discretion, 0-3 days OSS (10 points)  <b>2nd Occurrence:</b> At the principal's discretion, 3 - 5 days OSS (15 points)  <b>3rd Occurrence:</b> At principal's discretion, 5- 10 days OSS (20 points)  <b>4th and Subsequent Occurrences:</b> 5-10 days OSS (25 points)</p>	<p><b>1st Occurrence:</b> At the principal's discretion, 0- 3 days OSS (15 points)  <b>2nd Occurrence:</b> At the principal's discretion, 3 - 5 days (20 points)  <b>3rd Occurrence:</b> At principal's discretion, 5 – 10 days OSS (25 points)  <b>4th and Subsequent Occurrences:</b> 10 days OSS (30 points)</p>
<p><b>Arson/Attempted Arson</b> - By means of fire, cause harm to property or any person or participate in or enable the burning of property of any person.</p>	<p><b>1st Occurrence:</b> 3-5 days OSS (25 points)  <b>2nd Occurrence:</b> 5-10 days OSS (30 points)  <b>3rd &amp; Subsequent Occurrences:</b> 5-10 days OSS (35 points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Battery</b> – Use of force causing bodily harm to another person.</p>	<p><b>1st Occurrence:</b> 5-10 days OSS (25 points)  <b>2nd Occurrence:</b> 5-10 days OSS (50 points)  <b>3rd &amp; Subsequent Occurrences:</b> 5-10 days OSS (75 points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Bomb Threats</b> – Reporting to school, police, or fire officials the presence of a bomb on or near school property without a reasonable belief that a bomb is present on school property.</p>	<p><b>1st Occurrence:</b> 0-5 days OSS (25 points)  <b>2nd Occurrence:</b> 0-10 days OSS (30 points)  <b>3rd &amp; Subsequent Occurrences:</b> 5-10 days OSS (35 points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Bullying/Threats/Intimidation</b> – An expression of word or deed that threatens or inflicts physical or emotional pain, injury, damage or punishment on another or another's belongings or property, that causes fear or a sense of inferiority in another or that prevents another from acting in accordance with personal choice or school policies.</p>	<p><b>1st Occurrence:</b> Not to exceed 1 day OSS (5 points)  <b>2nd Occurrence:</b> 0- 3 days OSS (10 points)  <b>3rd Occurrence:</b> 0- 5 days OSS (15 points)  <b>4th &amp; Subsequent Occurrences:</b> Not to exceed 10 days OSS (20 points)</p>	<p><b>1st Occurrence:</b> At the principal's discretion, 0-3 days OSS (10 points)  <b>2nd Occurrence:</b> At the principal's discretion, 3 - 5 days OSS (15 points)  <b>3rd Occurrence:</b> At principal's discretion, 5- 10 days OSS (20 points)  <b>4th and Subsequent Occurrences:</b> 5-10 days OSS (25 points)</p>	<p><b>1st Occurrence:</b> At the principal's discretion, not to exceed 0-3 days OSS (15 points)  <b>2nd Occurrence:</b> At the principal's discretion, 3 - 5 days (20 points)  <b>3rd Occurrence:</b> At principal's discretion, 5 – 10 days OSS (25 points)  <b>4th and Subsequent Occurrences:</b> 10 days OSS (30 points)</p>
<p><b>Burglary</b> – Unauthorized entry into a building, a vehicle, or a restricted area that involves a theft on school property.</p>	<p><b>1st Occurrence:</b>0- 5 days OSS (25 points)  <b>2nd Occurrence:</b> 0-10 days OSS (30 points)  <b>Subsequent Occurrences:</b> 5-10 days OSS (35 points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>

<u><b>OCCURRENCE</b></u>	<b>DISCIPLINARY ACTION - ELEMENTARY</b>	<b>DISCIPLINARY ACTION - MIDDLE SCHOOL</b>	<b>DISCIPLINARY ACTION – HIGH SCHOOL</b>
<p><b>Cheating, Plagiarism, Forgery</b> – To violate the rules of honesty in school related actions, requirements and expectations. Cheating includes, but is not limited to, using someone else’s answers.</p>	<p><i>For each classroom incident, staff member to provide 3 opportunities for correction by implementing classroom management system consequences prior to referral to office.</i>  <b>All Occurrences:</b> At the discretion of the principal, with minimum being failure of assignment on which the Occurrence occurred</p>	<p><i>For each classroom incident, staff member to provide 3 opportunities for correction by implementing classroom management system consequences prior to referral to office.</i>  <b>All Occurrences:</b> At the discretion of the Principal, with minimum being failure of assignment on which Occurrence occurred.</p>	<p><i>For each classroom incident, staff member to provide 3 opportunities for correction by implementing classroom management system consequences prior to referral to office.</i>  <b>All Occurrences:</b> At the discretion of the Principal, with minimum being failure of assignment on which Occurrence occurred.</p>
<p><b>Computer Violations</b> – Deliberate destruction, unauthorized entry (hacking) or harm to district computer software, stored data, hardware, or violation of the district’s Authorized Use Policy (AUP)</p> <p><b>Note:</b> Disciplinary action may include restitution, removal from class, and/or restriction from computers.</p>	<p><b>1st Occurrence:</b> At the discretion of the principal, conference or phone call with parent (5 points)  <b>2nd Occurrence:</b> 0- 2 days OSS (10 points)  <b>3rd and Subsequent Occurrences:</b> 0- 3 days OSS (15 points)</p>	<p><b>1st Occurrence:</b> At the principal's discretion, 0-3 days OSS (10 points)  <b>2nd Occurrence:</b> At the principal's discretion, 3 - 5 days OSS (15 points)  <b>3rd Occurrence:</b> At principal's discretion, 5- 10 days OSS (20 points)  <b>4th and Subsequent Occurrences:</b> 10 days OSS (25 points)</p>	<p><b>1st Occurrence:</b> At the principal's discretion, not to exceed 0-3 days OSS (15 points)  <b>2nd Occurrence:</b> At the principal's discretion, 3 - 5 days (20 points)  <b>3rd Occurrence:</b> At principal's discretion, 5 – 10 days OSS (25 points)  <b>4th and Subsequent Occurrences:</b> 10 days OSS (30 points)</p>
<p><b>Consensual sexual activities at school or school related events.</b></p>	<p><b>1st Occurrence:</b> 1-3 days OSS (10 points)  <b>2nd Occurrence:</b> 3 days OSS (15 points)  <b>3rd &amp; Subsequent Occurrence:</b> 5 days OSS (20 points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Damage to Property</b> – Causing damage to or defacing school property or property of others on school grounds.</p> <p><b>Note:</b> Disciplinary action may include restitution.</p>	<p><b>1st Occurrence:</b> Conference or phone call with parent with restitution (5 points)  <b>2nd &amp; Subsequent Occurrences:</b> 0- 2 days OSS (10 points)</p>	<p><b>1st Occurrence:</b> At the principal's discretion, 0-3 days OSS (10 points)  <b>2nd Occurrence:</b> At the principal's discretion, 3 - 5 days OSS (15 points)  <b>3rd &amp; Subsequent Occurrence:</b> At principal's discretion, 5-10 days OSS (20 points)</p>	<p><b>1st Occurrence:</b> At the principal's discretion, 0 - 3 days OSS (15 points)  <b>2nd Occurrence:</b> At the principal's discretion, 3 - 5 days (20 points)  <b>3rd &amp; Subsequent Occurrence:</b> At principal's discretion, 5 – 10 days OSS (25 points)</p>

<u><b>OCCURRENCE</b></u>	<u><b>DISCIPLINARY ACTION - ELEMENTARY</b></u>	<u><b>DISCIPLINARY ACTION - MIDDLE SCHOOL</b></u>	<u><b>DISCIPLINARY ACTION – HIGH SCHOOL</b></u>
<p><b>Disrespect or Disobedience</b> – Refusal or failure to comply with a direction or instruction of a staff member.</p>	<p><i>For each classroom incident, staff member to provide 3 opportunities for correction by implementing classroom management system consequences prior to referral to office.</i></p> <p><b>1st Occurrence:</b> Phone call or conference with parent, time out placement at principals discretion with possible referral for Peer Mediation</p> <p><b>2nd Occurrence:</b> At the discretion of the principal, 0 - 2 days OSS (5 points)</p> <p><b>3rd Occurrence:</b> 0- 3 days OSS (10 points)</p> <p><b>4<sup>th</sup> &amp; Subsequent Occurrences:</b> 0-5 days OSS (15 points)</p>	<p><i>For each classroom incident, staff member to provide 3 opportunities for correction by implementing classroom management system consequences prior to referral to office.</i></p> <p><b>1st Occurrence:</b> At the discretion of principal, not to exceed ALE. (5 points)</p> <p><b>2nd Occurrence:</b> At the discretion of the principal, 0-3 days OSS (10 points)</p> <p><b>3rd &amp; Subsequent Occurrences:</b> 3-5 day OSS (15 points)</p>	<p><i>For each classroom incident, staff member to provide 3 opportunities for correction by implementing classroom management system consequences prior to referral to office.</i></p> <p><b>1st Occurrence:</b> At the discretion of principal, not to exceed ALE. (10 points)</p> <p><b>2nd Occurrence:</b> At the discretion of the principal, 3 days of OSS (15 points)</p> <p><b>3rd &amp; Subsequent Occurrences:</b> 3-5 day OSS (20 points)</p>
<p><b>Disruption of the Learning Environment</b> – Any disruption to the learning environment.</p>	<p><b>1st Occurrence:</b> Phone call or conference with parent, time out placement at principals discretion with possible referral for Peer Mediation</p> <p><b>2nd Occurrence:</b> At the discretion of the principal, 0 - 2 days OSS (5 points)</p> <p><b>3rd Occurrence:</b> 0- 3 days OSS (10 points)</p> <p><b>4<sup>th</sup> &amp; Subsequent Occurrences:</b> 0-5 days OSS (15 points)</p>	<p><b>1st Occurrence:</b> At the discretion of principal, not to exceed ALE. (5 points)</p> <p><b>2nd Occurrence:</b> At the discretion of the principal, 0-3 days ALE (10 points)</p> <p><b>3rd &amp; Subsequent Occurrences:</b> 1-3 day OSS (15 points)</p>	<p><b>1st Occurrence:</b> At the discretion of principal, not to exceed ALE. (10 points)</p> <p><b>2nd Occurrence:</b> At the discretion of the principal, 0-3 days ALE (15 points)</p> <p><b>3rd &amp; Subsequent Occurrences:</b> 1-3 day OSS (20 points)</p>
<p><b>Distribution, or Possession, or Exhibition of offensive or harmful materials/objects</b> – actual, constructive or attempted transfer of possession of an object or substance. Possession or distribution of any device, object or substance that can be reasonably considered sufficient to cause serious harm.</p>	<p><b>1st Occurrence:</b> At the discretion of the principal, up to 2 days OSS (10 points)</p> <p><b>2nd Occurrence:</b> 3 days OSS or parent sits in class (full day) with child for 2 consecutive days (15 points)</p> <p><b>3rd Occurrence:</b> 3-5 days OSS (20 points)</p> <p><b>4<sup>th</sup> &amp; Subsequent Occurrences:</b> 5 days OSS (25 points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1st Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Dress Code Violation</b> – Refusal or failure to comply with school dress code, including failure to provide school issued identification card (ID), as outlined in the student handbook.</p>	<p><b>1st Occurrence:</b> Conference with parent. Student must change clothes to remain in school.</p>	<p><b>1st Occurrence:</b> Conference with parent. Student must change clothes to remain in school.</p> <p><b>2nd Occurrence:</b> 1 day of ALE (5 pts)</p> <p><b>3rd Occurrence:</b> 1 day ALE (10 Pts)</p>	<p><b>1st Occurrence:</b> Conference with parent. Student must change clothes to remain in school.</p> <p><b>2nd Occurrence:</b> 1 day of ALE (5 pts)</p> <p><b>3rd Occurrence:</b> 1 day ALE (10 Pts)</p>

<p><b>Drug Possession (Cannabis) or use in the total weight of 2.0 grams or less.</b></p>	<p><b>Note:</b> For each incident the student will be referred to police.</p> <p><b>First Occurrence:</b> A mandatory intervention of a ten day out of school suspension, to be reduced to 5 days if a student has a professional chemical dependency assessment at an approved agency. (50 points)</p>	<p><b>Note:</b> For each incident the student will be referred to police.</p> <p><b>First Occurrence:</b> A mandatory intervention of a ten day out of school suspension, to be reduced to 5 days if a student has a professional chemical dependency assessment at an approved agency. (50 points)</p>	<p><b>Note:</b> For each incident the student will be referred to police.</p> <p><b>First Occurrence:</b> A mandatory intervention of a ten day out of school suspension, to be reduced to 5 days if a student has a professional chemical dependency assessment at an approved agency. (50 points)</p>
<p><b>Drugs/Alcohol</b> –Possessing, having under one’s control or using any controlled substance, illegal drug, alcoholic beverage, look-alike drug (any substance represented to be a drug or alcohol), or prescription drug without a valid prescription; possession or control means on one’s person or in a locker, car, desk, or hidden in any accessible location on or abutting school property</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.</p> <p><b>All Occurrences:</b> Up to 10 days OSS with possible recommendation for Expulsion (75 points)</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.</p> <p><b>All Occurrences:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.</p> <p><b>All Occurrences:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Distribution of drugs on school grounds.</b> Also includes any transfer of a prescription drug and using or having in one’s control any related paraphernalia in the sale or use of illegal drugs, controlled substance, alcoholic beverage, look-alike drug (any substance represented to be a drug or alcohol),or prescription drug without valid prescription;</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.</p> <p><b>All Occurrences:</b> Up to 10 days OSS with possible recommendation for Expulsion (75 points)</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.</p> <p><b>All Occurrences:</b> Up to 10 days OSS with possible recommendation for Expulsion (75 points)</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.</p> <p><b>All Occurrences:</b> Up to 10 days OSS with possible recommendation for Expulsion (75 points)</p>
<p><b>Extortion</b> – Forcing another to act against his/her will by force or threat of force.</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal’s discretion 0- 5 days OSS (10 points)  <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At the principal’s discretion 0- 10 days OSS (15 points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Failure to attend or complete an assigned discipline program</b> – Refusing to or failing to attend or complete discipline programs, including ALE, Saturday School or other alternatives to suspension.</p>	<p><b>1<sup>st</sup> Occurrence:</b> 0- 1 days OSS (5 points)  <b>2<sup>nd</sup> Occurrence:</b> 0-2 days OSS (10 points)  <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 0-3 days OSS (15 points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal’s discretion, 0-3 days OSS (10 points)  <b>2<sup>nd</sup> Occurrence:</b> At the principal’s discretion, 3 – 5 days OSS (15 points)  <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At principal’s discretion, 5-10 days OSS (20 points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal’s discretion, 0 – 3 days OSS (15 points)  <b>2<sup>nd</sup> Occurrence:</b> At the principal’s discretion, 3 – 5 days (20 points)  <b>3<sup>rd</sup> and Subsequent Occurrences:</b> At principal’s discretion, 5 – 10 days OSS (25 points)</p>

<u>OCCURRENCE</u>	<u>DISCIPLINARY ACTION – ELEMENTARY</u>	<u>DISCIPLINARY ACTION – MIDDLE SCHOOL</u>	<u>DISCIPLINARY ACTION – HIGH SCHOOL</u>
<b>Fighting 1</b> – The exchange of physical contact, constituting mutual combat, with or without injury. Without clear and convincing evidence that a participant in a fight attempted to avoid the confrontation, all parties will be disciplined.	<b>1<sup>st</sup> Occurrence:</b> At the discretion of the principal, 0– 3 days OSS (10 points) <b>2<sup>nd</sup> Occurrence:</b> At the discretion of the principal, 0 – 5 days OSS (15 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrence:</b> At the discretion of the principal, 0- 10 days OSS (20 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0 – 5 days OSS (15 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 0 – 10 days OSS (20 points) <b>3<sup>rd</sup> and Subsequent Occurrences:</b> 0-10 days OSS (25 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0 – 5 days OSS (20 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 0 – 10 days OSS (25 points) <b>3<sup>rd</sup> and Subsequent Occurrences:</b> 0-10 days OSS (30 points)
<b>Fighting 2</b> – Fighting 1 which results in injury or significant disruption to the learning environment.	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS (25 points) <b>2<sup>nd</sup> Occurrence:</b> 5-10 days OSS (50 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 5-10 days OSS (75 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Fire Alarms/Automatic External Defibrillator</b> – Unless an emergency exists, willfully sounding a fire alarm, pre-alarm equipment, or causing a fire alarm to be sounded. Destroying, damaging or otherwise tampering with a fire alarm system in a school building. Includes misuse of fire extinguishers on school property/School Vehicles.	<b>1<sup>st</sup> Occurrence:</b> 0-5 days OSS (25 points) at the principal's discretion. <b>2<sup>nd</sup> Occurrence:</b> 5-10 days OSS (30 points) <b>Subsequent Occurrences:</b> 5-10 days OSS (35 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Fireworks/Incendiary Objects</b> – Use, possession, or sale of firecrackers, smoke bombs, matches, lighters, model rocket engines and similar materials.	<b>1<sup>st</sup> Occurrence:</b> At principal's discretion up to 1 day OSS (10 points) <b>2<sup>nd</sup> Occurrence:</b> 3 days OSS (15 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 5 days OSS (20 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Gambling</b> – Playing any game of skill or chance for money or anything of value.	<b>1<sup>st</sup> Occurrence:</b> At the discretion of the principal, conference or phone calls with parent. <b>2<sup>nd</sup> &amp; Subsequent Occurrence:</b> 0- 2 days OSS (5 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 5 days OSS (5 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrence:</b> At the principal's discretion, 0-10 days OSS (10 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 5 days OSS (10 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrence:</b> At the principal's discretion, 0-10 days OSS (15 points)
<b>Gang Related Behavior</b> – Participation in any activity that serves to demonstrate membership, advertise or promote gang activity, including the wearing and displaying of jewelry, clothing, signs, handshakes, or other indicia of a gang.	<b>1<sup>st</sup> Occurrence:</b> Parent Conference; 5-10 days OSS; At principal's discretion. (5 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0- 5 days OSS (10 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 5- 10 days of OSS (20 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrence:</b> 5-10 days OSS (50 points). Possible recommendation for expulsion.	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 3-5 days of OSS (25 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrence:</b> 5-10 days OSS (75 points) Possible Recommendation for expulsion.

<b><u>OCCURRENCE</u></b>	<b><u>DISCIPLINARY ACTION – ELEMENTARY</u></b>	<b><u>DISCIPLINARY ACTION – MIDDLE SCHOOL</u></b>	<b><u>DISCIPLINARY ACTION – HIGH SCHOOL</u></b>
<b>Group Violence</b> – More than one student on a side engaging in physical contact to inflict harm or inciting others to do so. Additional persons entering into an initial fight not to restrain or separate but to actively participate in the physical aggression.	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS (25 points) <b>2<sup>nd</sup> Occurrence:</b> 5-10 days OSS (50 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 10 days OSS (75 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Gross Disrespect or Disobedience</b> – Excessive disrespect or disobedience directed to a teacher, school district employee or volunteer.	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0-3 days OSS (10 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 0-5 days OSS (15 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 0-5 days OSS (20 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0-5 days OSS (15 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 0-10 days OSS (20 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 0-10 days OSS (25 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0-5 days OSS (20 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 0-10 days OSS (25 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 0-10 days OSS (30 points)
<b>Harassment/Hazing/Discriminatory Conduct</b> – To repeatedly annoy, impede or otherwise negatively interfere with another student, including the wearing or possession of items depicting or implying hatred of or prejudice toward identified groups. Use of words, pictures, objects, gestures, or other actions demeaning to any religious, handicapped, ethnic, or racial individual or group.	<b>1<sup>st</sup> Occurrence:</b> Alternative classroom placement for time out (5 points) <b>2<sup>nd</sup> Occurrence:</b> 1-3 days OSS (10 points) <b>3<sup>rd</sup> Occurrence:</b> 3-5 days OSS (15 points) <b>Subsequent Occurrences:</b> 5 days OSS (20 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Interference with School Personnel</b> – Preventing or attempting to prevent school personnel or transportation personnel from engaging in their responsibilities through threats, violence, harassment, or physical action.	<b>1<sup>st</sup> Occurrence:</b> 0-5 days OSS (25 points) <b>2<sup>nd</sup> Occurrence:</b> 5-10 days OSS (50 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 10 days OSS (75 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Leaving Without Permission</b> – Leaving the building, classroom, or assigned area without obtaining prior approval of the teachers and/or administrator.	<b>All Occurrences:</b> At the discretion of the principal, phone call/conference with parent and time out setting (5 points)	<b>1<sup>st</sup> Occurrence:</b> At the discretion of principal, not to exceed ALE. (5 points) <b>2<sup>nd</sup> Occurrence:</b> At the discretion of the principal, 0-3 days ALE (10 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At the discretion of the principal, 0-3 days OSS (15 points)	<b>1<sup>st</sup> Occurrence:</b> At the discretion of principal, not to exceed ALE. (10 points) <b>2<sup>nd</sup> Occurrence:</b> At the discretion of the principal, 0-3 days ALE (15 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At the discretion of the principal, 0-5 OSS (20 points)
<b>Lewd or Lascivious Conduct</b> – Any obscene exposure of the body or unwelcome lustful advances towards other students, school employees, or school visitors.	<b>1<sup>st</sup> Occurrence:</b> At principal's discretion not to exceed 3 days OSS (10 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At principal's discretion 3-5 days OSS (15 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)

<u><b>OCCURRENCE</b></u>	<u><b>DISCIPLINARY ACTION – ELEMENTARY</b></u>	<u><b>DISCIPLINARY ACTION – MIDDLE SCHOOL</b></u>	<u><b>DISCIPLINARY ACTION – HIGH SCHOOL</b></u>
<p><b>Pagers, Laser Pointers, Transportable Cellular Telephones, Electronic Devices.</b> Use or display of electronic devices other than those required for instructional purposes, is prohibited. <b>NOTE: Refusal to cooperate with staff regarding confiscation of said item will result in a higher Occurrence.</b></p>	<p><b>All Occurrences:</b> Item confiscated and at the discretion of the principal: item will only be released to parent/guardian</p>	<p><b>All Occurrences:</b> At the discretion of the Principal, with minimum being confiscation and requirement of a parent/guardian retrieving from school.</p>	<p><b>All Occurrences:</b> At the discretion of the Principal, with minimum being confiscation and requirement of a parent/guardian retrieving from school.</p>
<p><b>Physical Abuse –</b> To strike or hit another, but not mutual combat.</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0-3 days OSS (10 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 0-5 days OSS (15 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At the principal's discretion, 0-10 days OSS (20 points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0-5 days OSS (15 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At the principal's discretion, 5-10 days OSS (20 points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0-5 days OSS (20 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At the principal's discretion, 5-10 days OSS (25 points)</p>
<p><b>Possession of Stolen Property –</b> Having in one's possession or under one's control, on school grounds, property that has been stolen, including possession of property without permission of the owner.</p>	<p><b>All Occurrences:</b> Restitution and parent conference or phone call with possible referral for Peer Mediation <b>1<sup>st</sup> Occurrence:</b> at principal's discretion up to 0-1 day OSS <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0- 2 days OSS (5 points)</p>	<p><b>All Occurrences:</b> Restitution and parent conference or phone call with possible referral for Peer Mediation <b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 5 days OSS (5 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At the principal's discretion, 0- 10 days OSS (10 points)</p>	<p><b>All Occurrences:</b> Restitution and parent conference or phone call with possible referral for Peer Mediation <b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 5 days OSS (10 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At the principal's discretion, 0- 10 days OSS (15 points)</p>
<p><b>Possession, Use or Transporting Explosives –</b> No one will possess, handle, transmit, conceal, nor use any explosive device or substance that can be used as an explosive (substance that burst forth, usually with a great deal of noise).</p>	<p><b>1<sup>st</sup> Occurrence:</b> 0-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Reckless Behavior-</b> Behavior that is a danger to self or others. Includes the use of vehicles on school property.</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0-1 day OSS (5 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 0- 3 days OSS (10 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 0-5 days OSS (15 points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 5 days OSS (10 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At the principal's discretion, 0- 10 days OSS (15 points)</p>	<p><b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 5 days OSS (15 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At the principal's discretion, 0- 10 days OSS (20 points)</p>

<u>OCCURRENCE</u>	<u>DISCIPLINARY ACTION – ELEMENTARY</u>	<u>DISCIPLINARY ACTION – MIDDLE SCHOOL</u>	<u>DISCIPLINARY ACTION – HIGH SCHOOL</u>
<b>Robbery</b> – Taking property from a person by force or threat of force.	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion 0- 5 days OSS (25 points) <b>2<sup>nd</sup> Occurrence:</b> 5-10 days OSS (30 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 10 days OSS (35 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Sale or distribution of inappropriate material or services.</b>	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 1 day OSS (10 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0-3 days OSS or parent sits in class (full day) with child for 1-3 days (15 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 5 days OSS (15 points) <b>2<sup>nd</sup> Subsequent Occurrences:</b> At the principal's discretion, 0- 10 days OSS (20 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 5 days OSS (20 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> At the principal's discretion, 0-10 days OSS (25 points)
<b>Sexual Harassment</b> – Unwelcome sexual advances, requests for sexual favors, sexually motivated physical contact or other verbal or physical conduct or communication of a sexual nature, including subtle pressure for sexual activity, inappropriate patting or pinching, intentional brushing against another's body.	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS (25 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 10 days OSS (50 points) with referral to Police	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Sexual Misconduct</b> – Using words, pictures, objects, touching, gestures, or other actions relating to a sexual suggestive or obscene message or a person's gender, which may have the effect of causing embarrassment, discomfort, or a reluctance to participate in school activities.	<b>1<sup>st</sup> Occurrence:</b> 0-2 days OSS (10 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0-3 days OSS (15 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 10 days of OSS (15 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0-10 days OSS (20 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0- 10 days of OSS (20 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0-10 days OSS (30 points)
<b>Skipping Class</b> - Failure to attend, without valid cause, any or all assigned classes.	<b>All Occurrences:</b> At the discretion of the principal, phone call / conference with parent and time out setting (5 points)	<b>1<sup>st</sup> Occurrence:</b> At the discretion of principal, not to exceed ALE. (5 points) <b>2<sup>nd</sup> Occurrence:</b> At the discretion of the principal, 0-3 days ALE (10 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At the discretion of the principal, 0-3 days OSS (15 points)	<b>1<sup>st</sup> Occurrence:</b> At the discretion of principal, not to exceed ALE. (10 points) <b>2<sup>nd</sup> Occurrence:</b> At the discretion of the principal, 0-3 days ALE (15 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At the discretion of the principal, 0-5 OSS (20 points)
<b>Staff Assault</b> – Unauthorized and unwelcome physical contact with a staff person (teachers, administrators and all school district employees) other than inadvertent contact. Includes physical and verbal threats and reasonable apprehension of being battered.	<b>1<sup>st</sup> Occurrence:</b> 1-5 days OSS (25 points) <b>2<sup>nd</sup> Occurrence:</b> 5-10 days OSS (50 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)

<u>OCCURRENCE</u>	<u>DISCIPLINARY ACTION – ELEMENTARY</u>	<u>DISCIPLINARY ACTION – MIDDLE SCHOOL</u>	<u>DISCIPLINARY ACTION – HIGH SCHOOL</u>
<b>Tardy</b> -Failure to be in assigned classroom when the bell rings.	<b>1<sup>st</sup> Occurrence:</b> Warning <b>2<sup>nd</sup> Occurrence:</b> Call to parents <b>3<sup>rd</sup> Occurrence:</b> Referral to home school counselor	<b>1<sup>st</sup> Occurrence:</b> Warning <b>2<sup>nd</sup> Occurrence:</b> Call to parents <b>3<sup>rd</sup> Occurrence:</b> Not to exceed one day ALE <b>4<sup>th</sup> and Subsequent Occurrences:</b> Not to exceed 1 day OSS	<b>1<sup>st</sup> Occurrence:</b> Warning <b>2<sup>nd</sup> Occurrence:</b> Call to parents <b>3<sup>rd</sup> Occurrence:</b> Not to exceed one day ALE <b>4<sup>th</sup> and Subsequent Occurrences:</b> Not to exceed 1 day OSS
<b>Temper Tantrum/Out of Control Behavior</b> - A fit of anger that disrupts or endangers others.	<b>1<sup>st</sup> Occurrence:</b> Parent conference or phone call with possible alternative classroom placement for time out (5 points) <b>2<sup>nd</sup> Occurrence:</b> 0-3 days OSS or parent sits in class for the full day with student for 1 day (10 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 3 to 5 days OSS or parent sits in class (full day) with child for 3 consecutive days (15 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0-3 days OSS (10 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 3 - 5 days OSS (15 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At principal's discretion, 5-10 days OSS (20 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 0 - 3 days OSS (15 points) <b>2<sup>nd</sup> Occurrence:</b> At the principal's discretion, 3 - 5 day (20 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At principal's discretion, 5- 10 days OSS (25 points)
<b>Terrorist Threats</b> – To threaten, promise, or imply to physically harm an individual or group(s) at a point in the future. Such threats may be in writing, by electronic media or by direct communication.	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS (25 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 10 days OSS (50 points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)	<b>1<sup>st</sup> Occurrence:</b> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)
<b>Theft</b> – Taking property owned by the school district without permission. Taking property located on school grounds owned by another individual without permission.	<b>1<sup>st</sup> Occurrence:</b> At the discretion of the principal time out or up to 1 day OSS (5 points) <b>2<sup>nd</sup> Occurrence:</b> 0-3 days OSS or parent sits in class (full day) with child for up to 2 consecutive days (10 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> 3-5 days OSS (15 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 5- 10 days of OSS (15 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0-10 days OSS (25 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion 5- 10 days of OSS (25 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0-10 days OSS (35 points)
<b>Trespassing</b> – Entering any school facility, restricted area, or onto school property/School Vehicle without proper authority, includes any school entry during a period of suspension or expulsion. Unauthorized entry onto school grounds, during a school day, other than the school at which the student is registered.	<b>1<sup>st</sup> Occurrence:</b> Parent Conference (5 points) <b>2<sup>nd</sup> Occurrence:</b> At the discretion of the principal, 0- 2 days OSS (10 points) <b>3<sup>rd</sup> &amp; Subsequent Occurrences:</b> At the discretion of the principal, 0- 3 days OSS (15 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 5-10 days OSS (10 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0-10 days OSS (20 points)	<b>1<sup>st</sup> Occurrence:</b> At the principal's discretion, 5-10 days OSS (20 points) <b>2<sup>nd</sup> &amp; Subsequent Occurrences:</b> 0-10 days OSS (30 points)

<u><b>OCCURRENCE</b></u>	<u><b>DISCIPLINARY ACTION - ELEMENTARY</b></u>	<u><b>DISCIPLINARY ACTION - MIDDLE SCHOOL</b></u>	<u><b>DISCIPLINARY ACTION – HIGH SCHOOL</b></u>
<p><b>Use/Possession of Tobacco</b> – Use or possession of tobacco in any form at school, at school sponsored activities or on a school bus.</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.  <u><b>1st Occurrence:</b></u> At the discretion of the principal, 0-1 day OSS  <u><b>2nd &amp; Subsequent Occurrences:</b></u> 3-5 days OSS (10 points)</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.  <u><b>1st Occurrence:</b></u> At the discretion of principal, not to exceed ALE. (5 points)  <u><b>2nd Occurrence:</b></u> At the discretion of the principal, 0-3 days ALE (10 points)  <u><b>3rd &amp; Subsequent Occurrences:</b></u> At the discretion of the principal, 0-3 days OSS (15 points)</p>	<p><b>Note:</b> For each incident the student will be referred to police for violation of city ordinance.  <u><b>1st Occurrence:</b></u> At the discretion of principal, not to exceed ALE. (10 points)  <u><b>2nd Occurrence:</b></u> At the discretion of the principal, 0-3 days ALE (15 points)  <u><b>3rd &amp; Subsequent Occurrences:</b></u> At the discretion of the principal, 0-3 days OSS (20 points)</p>
<p><b>Vandalism</b> – Intentionally or recklessly causing damage to or defacing school property or property of others, or such action causing disruption to the educational processes and/or school activities. IN ALL CASES the student/parent shall be required to make restitution as determined by the administration.</p>	<p><u><b>1st Occurrence:</b></u> At principal's discretion 0- 3 days OSS (10 points)  <u><b>2nd Occurrence:</b></u> At principal's discretion 3-5 days OSS (15 points)  <u><b>3rd &amp; Subsequent Occurrences:</b></u> At principal's discretion 0- 5 days OSS (20 points)</p>	<p><u><b>1st Occurrence:</b></u> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>	<p><u><b>1st Occurrence:</b></u> 5-10 days OSS w/possible recommendation for Expulsion (75 Points)</p>
<p><b>Verbal Abuse</b> – Offensive language, behavior or gesture directed toward a teacher(s), any school district employee, volunteer, or student.</p>	<p><u><b>1st Occurrence:</b></u> At the discretion of the principal alternative placement for time out or up to 0-1 day OSS (5 points)  <u><b>2nd &amp; Subsequent Occurrences:</b></u> 0-3 days OSS (15 points)</p>	<p><u><b>1st Occurrence:</b></u> At the principal's discretion, 0- 5 days OSS (10 points)  <u><b>2nd &amp; Subsequent Occurrences:</b></u> At the principal's discretion, 0- 10 days OSS (15 points)</p>	<p><u><b>1st Occurrence:</b></u> At the principal's discretion, 0- 5 days OSS (15 points)  <u><b>2nd &amp; Subsequent Occurrences:</b></u> At the principal's discretion, 0- 10 days OSS (20 points)</p>

<u><b>OCCURRENCE</b></u> <u><b>Zero Tolerance</b></u>	<u><b>DISCIPLINARY ACTION -</b></u> <u><b>ELEMENTARY</b></u>	<u><b>DISCIPLINARY ACTION - MIDDLE</b></u> <u><b>SCHOOL</b></u>	<u><b>DISCIPLINARY ACTION –</b></u> <u><b>HIGH SCHOOL</b></u>
<p><b>Weapon –Use or unauthorized possession of any weapon (includes use of a legitimate tool as a weapon).</b> Weapon is defined as any gun, shotgun, rifle, pistol, dynamite cartridge, bomb, grenade, mine, explosive device, shell or bullet, knife, blackjack, metallic knuckles, mace, or any other object if used or attempted to be used to cause bodily harm; and look- alikes of any weapon as defined herein. Use and possession of a weapon is prohibited in and on School District premises, School Vehicles, any premises where a school function is being conducted, and at any activity or event which bears a reasonable relationship to school. Possession is defined to include, but not be limited to, having a weapon found: in a space assigned to a student such as a locker or desk, on the student’s person or property (on the student’s body, in student clothing, in an automobile) under the student’s control; or having a weapon accessible or available, for example, hidden on or abutting school property.</p>	<p><b>All Occurrences:</b> A student who is determined to have brought a weapon to school, any school sponsored activity or event , or any activity or event which bears a reasonable relationship to school shall be expelled for a period of not less than one calendar year. Students who use or are found to be in possession of a weapon on school grounds, on any premises where a school function is being conducted, in a School Vehicle, or at any activity or event which bears a reasonable relationship to school shall be recommended for expulsion.</p>	<p><b>All Occurrences:</b> A student who is determined to have brought a weapon to school, any school sponsored activity or event, or any activity or event which bears a reasonable relationship to school shall be expelled for a period of not less than one calendar year. Students who use or are found to be in possession of a weapon on school grounds, on any premises where a school function is being conducted, in a School Vehicle, or at any activity or event which bears a reasonable relationship to school shall be recommended for expulsion.</p>	<p><b>All Occurrences:</b> A student who is determined to have brought a weapon to school, any school sponsored activity or event , or any activity or event which bears a reasonable relationship to school shall be expelled for a period of not less than one calendar year. Students who use or are found to be in possession of a weapon on school grounds, on any premises where a school function is being conducted, in a School Vehicle, or at any activity or event which bears a reasonable relationship to school shall be recommended for expulsion.</p>

## Transportation Occurrences

### STUDENT CONDUCT ON SCHOOL BUSES

- A. The bus driver shall be competent and fair in dealing with students, and shall be responsible to the principal for the conduct of students on the bus. The driver shall so plan and arrange to provide all pupils the safest, most comfortable, and least troublesome journey to and from school.
- B. After a bus driver has verbally warned a student for behavior problems and has issued a written warning, the bus driver shall report occurrences, in writing, to the principal. The pupil accused of said misconduct will be called into the office and such disciplinary action as deemed necessary shall be taken, and future acceptable conduct required. A report to the student's parent/guardian or a conference with parents/guardian is the recommended procedure in all cases.
- C. Level 2, 3 and zero tolerance behaviors are more serious occurrences. A written report will be given to the student's principal without any prior warnings. Disciplinary action will be taken by the student's principal based upon the principal's discretion and/or School Board policy.
- D. Pupils shall become ineligible for transportation when their behavior is such as to cause dissension on a school bus, or when they disobey state, local or federal regulations pertaining to pupil transportation and/or his/her behavior poses a threat to the health and safety of the other occupants and passengers.

### STUDENT - PARENT INFORMATION

Any student or parent, who makes a request for reinstatement for students with a long term bus suspension, must do the following:

1. Parents must request a meeting with the principal, bus driver, Transportation Director or Designee, parent and student. If an agreement is reached for reinstatement, the agreement must be put in writing with all parties' signatures. School officials will determine the requirements of the reinstatement.
2. At the principal's discretion, he or she may know of circumstances that may warrant a student's reinstatement. The student will be reinstated and parents given special conditions in writing. The Transportation Director or Designee will inform the driver of the student's reinstatement.

Note: Video surveillance on buses will be used as a tool to monitor student conduct. In order to preserve the reasonable expectation of privacy, video tapes shall be treated as confidential records.

<u><b>OCCURRENCE</b></u> <u><b>Level 1 Behaviors</b></u>	<u><b>DISCIPLINARY ACTION -</b></u> <u><b>ELEMENTARY</b></u>	<u><b>DISCIPLINARY ACTION - MIDDLE</b></u> <u><b>SCHOOL</b></u>	<u><b>DISCIPLINARY ACTION –</b></u> <u><b>HIGH SCHOOL</b></u>
600 Bringing objectionable items on bus 601 Derogatory remarks 602 Disobedience 603 Eating/drinking on bus 604 Failure to clear the aisle while others are loading/Unloading 605 Failure to sit in assigned seat 607 Late to bus stop 608 Littering 609 Possession of false identification/forgery/failure to carry school ID 610 Profanity/obscenity/indecent gesture 611 Pushing and shoving (non-aggressive) 612 Spitting on floor 613 Other 614 Information Only – No action (A 614 Code will not count as an infraction)	<p><u><b>Grades K-12</b></u> Verbal warnings and driver interventions must be given and students given the opportunity to correct misconduct.</p> <p><u><b>Written Warnings By Driver:</b></u>  <u><b>Grades K-12: First warning</b></u> issued by driver with copies given to student, parent, principal, transportation supervisor with one copy retained by the driver.</p> <p><u><b>Grades K-5 only: Second warning</b></u> issued by driver with copies given to student, parent, principal, transportation supervisor with one copy retained by the driver.</p> <p><b>0–5 POINTS (At the Principal's Discretion)</b></p>	<p><u><b>Grades K-12</b></u> Verbal warnings and driver interventions must be given and students given the opportunity to correct misconduct.</p> <p><u><b>Written Warnings By Driver:</b></u>  <u><b>Grades K-12: First warning</b></u> issued by driver with copies given to student, parent, principal, transportation supervisor with one copy retained by the driver.</p> <p><b>0–5 POINTS (At the Principal's Discretion)</b></p>	<p><u><b>Grades K-12</b></u> Verbal warnings and driver interventions must be given and students given the opportunity to correct misconduct.</p> <p><u><b>Written Warnings By Driver:</b></u>  <u><b>Grades K-12: First warning</b></u> issued by driver with copies given to student, parent, principal, transportation supervisor with one copy retained by the driver.</p> <p><b>0–5 POINTS (At the Principal's Discretion)</b></p>

<u><b>OCCURRENCE</b></u> <u><b>Level 2 Behaviors</b></u>	<u><b>DISCIPLINARY ACTION - ELEMENTARY</b></u>	<u><b>DISCIPLINARY ACTION – MIDDLE SCHOOL</b></u>	<u><b>DISCIPLINARY ACTION – HIGH SCHOOL</b></u>
700 Aggressive pushing and shoving 701 Damage to property 702 Discriminatory conduct 703 Distribution, possession, exhibition of offensive materials 704 Excessive noise 705 Failure to remain seated 706 Fighting 707 Gambling 708 Gang related behavior 709 Hazing 710 Improper loading/unloading/crossing 711 Incendiary objects/lighters/matches 712 Indecent gestures 713 Physical abuse 714 Possession of harmful objects 715 Possession of stolen property 716 Profanity/threats at a staff member 717 Reckless behavior 718 Sexual misconduct 719 Spitting/biting on another student 720 Temper tantrum/out of control behavior 721 Theft 722 Threats/intimidation 723 Throwing objects inside the bus 724 Throwing objects/spitting out of bus windows 725 Touching a moving bus or playing near the bus wheels 726 Trespassing 727 Use/possession of tobacco 728 Verbal abuse 729 Persistent Level I behavior	<p><b><u>First Occurrence – Must be applied*</u></b></p> <ol style="list-style-type: none"> <li>1) Review school bus rules with the student</li> <li>2) Lunch or after school detention</li> <li>3) For physical abuse, loss of bus riding privilege/I.S.S. (1-3 days)</li> <li>4) Parent notification</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Assignment to Saturday Bus safety Class (requires attendance of parent or responsible adult) or conference with principal, parent and transportation supervisor (<b><u>include bus driver if possible</u></b>)</li> <li>2) Referral to school support staff</li> <li>3) Restitution or community service</li> <li>4) Referral to outside agency or authority</li> <li>5) OSS (1-3 days)</li> <li>6) Loss of bus riding privilege (1-3 days)</li> </ol> <p><b><u>Second Occurrence - Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Assignment to Saturday Bus safety Class (Requires attendance of parent or responsible adult) OR conference with Principal, parent, and transportation Supervisor (<b><u>include buss driver if possible</u></b>)</li> <li>2) Lunch or after school detention (3-5)</li> <li>3) For physical abuse, loss of bus riding Privilege (3-5 days)</li> <li>4) For property damage, loss of bus riding Privilege or I.S.S. (3-5 days)</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Loss of bus riding privilege (3-5 days)</li> <li>2) Any of the above interventions</li> </ol> <p><b>5-15 POINTS (At the Principal's Discretion)</b></p>	<p><b><u>First Occurrence – Must be applied*</u></b></p> <ol style="list-style-type: none"> <li>1) Review school bus rules with the student</li> <li>2) Lunch or after school detention</li> <li>3) For physical abuse, loss of bus riding privilege/ALE (3-5 days)</li> <li>4) Parent notification</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Assignment to Saturday Bus safety Class (requires attendance of parent or responsible adult) or conference with principal, parent and transportation supervisor (<b><u>include bus driver if possible</u></b>)</li> <li>2) Referral to school support staff</li> <li>3) Restitution or community service</li> <li>4) Referral to outside agency or authority</li> <li>5) OSS (3-5 days)</li> <li>6) Loss of bus riding privilege (3-5)</li> </ol> <p><b><u>Second Occurrence - Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Assignment to Saturday Bus safety Class (Requires attendance of parent or responsible adult) OR conference with Principal, parent, and transportation Supervisor (<b><u>include buss driver if possible</u></b>)</li> <li>2) For physical abuse, loss of bus riding Privilege (5-10 days)</li> <li>3) For property damage, loss of bus riding Privilege or ALE (5-10 days)</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Loss of bus riding privilege (5-10 days)</li> <li>2) Any of the above interventions</li> </ol> <p><b>20-30 POINTS (At the Principal's Discretion)</b></p>	<p><b><u>First Occurrence – Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Review school bus rules with the student</li> <li>2) For physical abuse, loss of bus riding privilege/ALE. (5-10 days)</li> <li>3) Parent notification</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Conference with principal, parent and transportation supervisor (<b><u>include bus driver if possible</u></b>)</li> <li>2) Referral to school support staff</li> <li>3) Restitution or community service</li> <li>4) Referral to outside agency or authority</li> <li>5) OSS (5-10 days)</li> <li>6) Loss of bus riding privilege (5-10 days)</li> </ol> <p><b><u>Second Occurrence - Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Conference with Principal, parent, and transportation Supervisor (<b><u>include buss driver if possible</u></b>)</li> <li>2) For physical abuse, loss of bus riding Privilege (10 days)</li> <li>3) For property damage, loss of bus riding Privilege or ALE (10 days)</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Loss of bus riding privilege (10 days)</li> <li>2) Any of the above interventions</li> </ol> <p><b>35-45 POINTS (At the Principal's Discretion)</b></p>

<u><b>OCCURRENCE</b></u> <u><b>Level 3 Behaviors</b></u>	<u><b>DISCIPLINARY ACTION - ELEMENTARY</b></u>	<u><b>DISCIPLINARY ACTION – MIDDLE SCHOOL</b></u>	<u><b>DISCIPLINARY ACTION – HIGH SCHOOL</b></u>
802 Burglary 803 Distribution or sale of alcohol/drugs or look alike drugs 807 Improper use of a school bus emergency exit 808 Possession, use or reasonable suspicion of being Under the influence of alcohol/drugs 810 Robbery 811 Sexual harassment 813 Threats with a weapon 817 Vandalism - \$30 or more 818 Other matters as covered by Illinois School Code or State Law 819 Persistent Level II behaviors	<p><b><u>First Occurrence – Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Review school bus rules with the student</li> <li>2) Parent notification</li> <li>3) Loss of bus riding privilege (3-5 days)</li> <li>4)Mandatory recommendation for expulsion for firearms</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) OSS (5-10 days with restitution)</li> <li>2) Recommendation for expulsion (Includes look-alike firearms)</li> <li>3) Consultation/referral to police agency and possible arrest</li> </ol> <p><b><u>Subsequent Occurrences</u></b> <b><u>Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Loss of bus riding privilege (10 days)</li> <li>2) Mandatory recommendation for expulsion for firearms</li> </ol> <p><b><u>May be applied as appropriate*</u></b></p> <ol style="list-style-type: none"> <li>1) Any of the above intervention</li> <li>2) Request Alternative Transportation (Septran, mass transit, parent)</li> <li>3) Expulsion from Transportation</li> </ol> <p><b>20-30 POINTS (At the Principal's Discretion)</b></p>	<p><b><u>First Occurrence – Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Review school bus rules with the student</li> <li>2) Parent notification</li> <li>3) Loss of bus riding privilege (5-10 days)</li> <li>4)Mandatory recommendation for expulsion for firearms</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) OSS (5-10 days with restitution)</li> <li>2) Recommendation for expulsion (Includes look-alike firearms)</li> <li>3) Consultation/referral to police agency and possible arrest</li> </ol> <p><b><u>Subsequent Occurrences</u></b> <b><u>Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Loss of bus riding privilege (10 days)</li> <li>2) Mandatory recommendation for expulsion for firearms</li> </ol> <p><b><u>May be applied as appropriate*</u></b></p> <ol style="list-style-type: none"> <li>1) Any of the above intervention</li> <li>2) Request Alternative Transportation (Septran, mass transit, parent)</li> <li>3) Expulsion from Transportation</li> </ol> <p><b>35-45 POINTS (At the Principal's Discretion)</b></p>	<p><b><u>First Occurrence – Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Review school bus rules with the student</li> <li>2) Parent notification</li> <li>3) Loss of bus riding privilege (10 days)</li> <li>4)Mandatory recommendation for expulsion for firearms</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) OSS (5-10 days with restitution)</li> <li>2) Recommendation for expulsion (Includes look-alike firearms)</li> <li>3) Consultation/referral to police agency and possible arrest</li> </ol> <p><b><u>Subsequent Occurrences</u></b> <b><u>Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Loss of bus riding privilege (10 days)</li> <li>2) Mandatory recommendation for expulsion for firearms</li> </ol> <p><b><u>May be applied as appropriate*</u></b></p> <ol style="list-style-type: none"> <li>1) Any of the above intervention</li> <li>2) Request Alternative Transportation (Septran, mass transit, parent)</li> <li>3) Expulsion from Transportation</li> </ol> <p><b>50-75 POINTS (At the Principal's Discretion)</b></p>

<u><b>OCCURRENCE</b></u> <u><b>Zero Tolerance</b></u>	<u><b>DISCIPLINARY ACTION -</b></u> <u><b>ELEMENTARY</b></u>	<u><b>DISCIPLINARY ACTION – MIDDLE</b></u> <u><b>SCHOOL</b></u>	<u><b>DISCIPLINARY ACTION –</b></u> <u><b>HIGH SCHOOL</b></u>
800 Arson/attempted arson 801 Battery 806 Group violence 809 Possession, use or transporting explosives/ Fireworks 812 Staff Assault 814 Throwing objects at the bus driver 815 Use/possession of a weapon 816 Use of a legitimate tool as a weapon	<p><b><u>ALL OCCURRENCE</u></b></p> <p><b><u>Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Out of School Suspension (10 days)</li> <li>2) Mandatory recommendation for expulsion for firearms</li> <li>3) Consultation/referral to police agency and possible arrest</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Possible recommendation for expulsion (includes look-alike firearms)</li> <li>2) Request Alternative Transportation (Septran, mass transit, parent)</li> <li>3) Expulsion from Transportation</li> </ol> <p>FAILURE TO ATTEND SAFETY CLASS OR CONFERENCE WILL RESULT IN LOSS OF BUS RIDING PRIVILEGE (3 DAYS)</p> <p><b>25-75 POINTS (At the Principal's Discretion)</b></p>	<p><b><u>ALL OCCURRENCE</u></b></p> <p><b><u>Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Out of School Suspension (10 days)</li> <li>2) Mandatory recommendation for expulsion for firearms</li> <li>3) Consultation/referral to police agency and possible arrest</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Possible recommendation for expulsion (includes look-alike firearms)</li> <li>2) Request Alternative Transportation (Septran, mass transit, parent)</li> <li>3) Expulsion from Transportation</li> </ol> <p>FAILURE TO ATTEND SAFETY CLASS OR CONFERENCE WILL RESULT IN LOSS OF BUS RIDING PRIVILEGE (3 DAYS)</p> <p><b>25-75 POINTS (At the Principal's Discretion)</b></p>	<p><b><u>ALL OCCURRENCE</u></b></p> <p><b><u>Must be applied</u></b></p> <ol style="list-style-type: none"> <li>1) Out of School Suspension (10 days)</li> <li>2) Mandatory recommendation for expulsion for firearms</li> <li>3) Consultation/referral to police agency and possible arrest</li> </ol> <p><b><u>May be applied as appropriate</u></b></p> <ol style="list-style-type: none"> <li>1) Possible recommendation for expulsion (includes look-alike firearms)</li> <li>2) Request Alternative Transportation (Septran, mass transit, parent)</li> <li>3) Expulsion from Transportation</li> </ol> <p><b>25-75 POINTS (At the Principal's Discretion)</b></p>

Student's Name \_\_\_\_\_

**Statement**

My child and I have received a copy of the Rockford Public Schools Discipline Code of Conduct which includes Rights, Responsibilities, Rules, Due Process Procedures and a Statement of Rights for Disabled Children. We understand that our child is expected to read and become familiar with all of this Code and has brought it home for us to read. We understand that our child is subject to the rules and consequences which it provides.

	<b>Name</b>	<b>Relationship to student</b>
<b>Phone Number</b>	_____	_____
<b>Work Number</b>	_____	_____
<b>Cell phone Number</b>	_____	_____
<b>Emergency Number</b>	_____	_____
<b>Email</b>	_____	_____
<b>FAX</b>	_____	_____

**Please list any other means of contact** \_\_\_\_\_

\_\_\_\_\_  
*Signature of Parent/Date*

\_\_\_\_\_  
*Signature of Student/ Date*

- **Please return this page to your child's school after reading and discussing it with him/her, and signing it.**
- Please update the office if there are any changes to the above information.

Student's Name \_\_\_\_\_

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FAX	_____	_____

Please list any other means of contact \_\_\_\_\_

\_\_\_\_\_  
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\_\_\_\_\_  
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