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Knob Noster School District

Discipline Codebook



KNOB NOSTER

Public Schools

2023-2024

Our Mission is Student Success.

District Discipline Codebook

The Discipline Codebook is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense which may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, or any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law. A student's prior discipline history may be taken into consideration when determining appropriate consequences. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

Reporting to Law Enforcement

It is the policy of the district to report all crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with the law. A list of crimes the district is required to report is included in the board policies.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

In addition, the superintendent shall notify the appropriated division of the juvenile or family court upon suspension of more than ten days or expulsion of any student who the district is aware is under the jurisdiction of the court.

Documentation in Student's Discipline Record

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy.

Procedures and Consequences

In Missouri a principal has the authority to suspend for up to 10 school days. A superintendent may suspend a student for up to 180 days. The Board of Education may determine the need of expulsion for a student.

This codebook outlines several offenses with the possible consequences, depending on the grade level and number of times that offense has been committed. Please refer to the following definitions and the explanation of abbreviations to assist in the understanding of the consequences.

DETENTION

Students serving detention are expected to stay after school in a supervised setting or with the teacher assigning the detention. The students must have school assignments with necessary materials to stay busy during the detention.

The teacher is responsible to initially resolve problems within the classroom by use of interventions and classroom behavior management. If the offense occurs elsewhere in the school setting the teacher may, depending on severity of the offense, issue a warning or refer for administrative action.

INTERVENTIONS

When appropriate, administration will use interventions as a means of remediation for inappropriate behavior. Interventions could include, but are not limited to: parent notification, loss of privileges, lunch detentions, detentions, conflict mediations, behavior contracts, cease contact agreements, and restorative justice opportunities. Administration reserves the right to use any or all interventions on a given offense.

LOSS OF PRIVILEGES (LOP)

Loss of privileges (LOP) may be used as a primary disciplinary measure as well as being used in conjunction with other disciplinary measures. LOP might include, but not limited to: attendance to school activities, i.e. dances, games, field trips, etc. parking, hall passes, assemblies, vending machines, etc. LOP may also include a lunch detention setting. *Any student receiving Out of School Suspension may also receive LOP in addition to their suspension.*

ISS

Students serving In-School Suspension (ISS) are assigned to a room where they are isolated from peers in a supervised setting. ISS students are required to work on assignments from their regular teachers and will be given full credit for completed assignments. Students will also be required to complete any additional work assigned by their teachers as well as tasks that are designed to help develop skills to improve behavior. A student will not be eligible to participate in any extra- or co-curricular activities until he/she has fulfilled all of the disciplinary requirements set forth in the ISS assignment. A student may not participate in practice sessions or contests during the ISS period. A student will be required to attend all contests and activities in which he/she is involved during the ISS period as a non-participating member unless directed otherwise by the coach/sponsor or principal. **The school district utilizes one ISS room at a location to be determined.**

A student will not be eligible to participate in any extra- or co-curricular activities until he/she has fulfilled all of the disciplinary requirements set forth in the ISS assignment. A student may not participate in practice sessions or contests during the ISS period. A student will be required to attend all contests and activities in which he/she is involved during the ISS period as a non-participating member unless directed otherwise by the coach/sponsor or principal.

OSS

Out-of-School Suspension (OSS) (up to ten days at the building level) may be assigned for serious misconduct or multiple offenses. A student on Out-of-School Suspension cannot be within 1,000 feet of school property at any time during suspension. Students may complete school work during OSS, but may be required to complete community service prior to accepting this work for a grade.

RESTITUTION

This is the act on the part of the student of restoring and/or replacing something damaged or taken. For example, a student who writes on a locker may be required to remove the writing on several lockers or pay for a new locker if the writing cannot be removed.

EXPULSION

Expulsion refers to exclusion from school for an indefinite period. Only the Board may expel a student or suspend a student for more than 180 school days.

RESTORATIVE JUSTICE

A restorative approach to discipline that focuses on righting wrongs and rehabilitating relationships between offenders and victims. This approach often uses mediation, apology notes or engaging in tasks to right the wrong. For example, a student might choose to clean the cafeteria after being involved in a disturbance that occurred in the cafeteria.

ABBREVIATIONS

Conf.=Conference
 CWP=Conference with Parent
 CWS=Conference with Student

LA=Legal Authorities
 LT=Long-Term Suspension
 ISS=In-School Suspension

OSS=Out-of-School Suspension
 PC=Parent Contact
 Prin.=Principal

INFRACTIONS

Academic Dishonesty

Definition: Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	Replacement assignment ; & warning from teacher; PC	Replacement assignment and a warning from the principal;PC	Replacement assignment and 1-3 days ISS;PC
Grades 6-8	Replacement assignment for full credit; & warning from principal; possible PC	Replacement assignment for full credit and 1-3 days ISS; PC	Replacement assignment for full credit and 3-5 days ISS; PC
Grades 9-12	Replacement assignment for full credit; Interventions	Replacement assignment for full credit and 1-5 days ISS; PC	Replacement assignment for full credit and 1-10 days ISS;PC

Acts or Threats of Terrorism

Definition: Recklessly engaging in conduct that creates a grave risk of death or serious physical injury to another person. This conduct includes but is not limited to bomb threats and threats of widespread violence.

	First Offense	Second Offense
All Grades All Buildings	1-10 days OSS; possible LT or expulsion; contact LA; CWP required	10 days OSS; possible LT or expulsion; contact LA; CWP required

Arson

Definition: Starting or attempting a fire or causing or attempting to cause an explosion with the intention to damage property or buildings.

	First Offense	Second Offense	Third & subsequent Offense
All Grades All Buildings	Detention, up to 10 days of ISS/OSS; 1 - 180 days OSS; CWP; possible expulsion, restitution, and/or referral to LA	1 - 180 OSS; CWP; contact LA; restitution if appropriate; possible expulsion	1 - 180 OSS; CWP; contact LA; restitution if appropriate; possible expulsion

Assault

Definition: A person commits the offense of assault and battery if he/she: (1) attempts to cause or recklessly causes physical injury to another person; (2) with criminal negligence, causes physical injury to another person by means of a deadly weapon; (3) purposely places another person in apprehension of immediate physical injury; (4) recklessly engages in conduct which creates a grave risk of death or serious physical injury to another person; (5) knowingly causes physical contact with another person knowing the other person will regard the contact as offensive or provocative; (6) states verbal threats to another person that create a reasonable fear of injury.

NOTE: In the school setting, school officials may determine that an act of “horseplay” in which one individual strikes, pushes, shoves or verbally confronts another may be considered as a lesser category than assault. THE SAFE SCHOOLS ACT OF 1996 stipulates that 1) A person commits the crime of assault while on school property if the person: (1) knowingly causes physical injury to another person; or (2) with criminal negligence, causes physical injury to another person; or (3) recklessly engages in conduct which creates a grave risk of death or serious physical injury to another person; and the act described under subsection (1), (2) or (3) of this subsection occurs on school or school district property, or in a vehicle that at the time of the act was in the service of the school or school district, or arose as a result of a school or school district-sponsored activity.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	LOP; CWP and student; possible counseling; possible ISS up to 5 days; possible contact LA	Up to 10 days of ISS/OSS; CWP & student; possible counseling; contact LA	Up to 10 days ISS/OSS/expulsion; contact LA; LT
Grades 6-8	Up to 5 days ISS/OSS; PC; CWP required; possible contact LA	Up to 10 days ISS/OSS expulsion; may recommend LT; contact LA	Up to 10 days OSS/expulsion; contact LA; LT
Grades 9-12	Detention; Up to 10 days ISS/OSS; CWP; CWS; may recommend LT; contact LA	Up to 10 days OSS/expulsion; may recommend LT; contact LA	Up to 10 days OSS/expulsion; contact LA; LT

AUTOMOBILE/VEHICLE MISUSE – Uncourteous or unsafe driving on or around district property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on district property.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades 9-12	Suspension or revocation of parking privileges, detention, or ISS	Revocation of parking privileges, detention, up to 10 days ISS/OSS	Revocation of parking privileges, detention, up to 10 days ISS/OSS, possible expulsion, contact LA; LT

Bullying, Hazing, & Cyberbullying (see board policy JFCF)

“**Bullying**” is defined as: “The repeated intimidation of others by the real or threatened infliction of physical, verbal, written, electronically transmitted (including texting or internet) or emotional abuse, or through attacks on the property of another. It may include, but not be limited to, actions such as verbal taunts, name-calling and put-downs, including ethnically-based or gender based verbal put-downs, extortion of money or possessions, and exclusion from peer groups within school.” Such conduct is disruptive of the educational process and , therefore, **bullying** is not acceptable behavior in the District, and is prohibited.

“**Hazing**” means any intentional, knowing, or reckless act meant to induce physical pain, embarrassment, humiliation, deprivation of rights or that creates physical or mental discomfort, and is directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club, or athletic team sponsored or supported by the District and whose membership is predominately other students from the District.

	First Offense	Second Offense	Third & subsequent Offenses
Grades K-5	Conf. w/teacher & Prin.; PC; possible loss of privileges; Up to 5 days of ISS	Conf. w/Prin.; PC; loss of privileges; may contact LA; Up to 5 days of ISS	CWP; Loss of privileges and/or contact LA; up to 10 days ISS/OSS; possible LT
Grades 6-8	PC; CWS; Up to 5 days ISS/OSS	PC; CWS; Up to 10 days ISS/OSS; may contact LA; Possible recommend for LT	Up to 10 days OSS; recommend for LT; contact LA; CWP
Grades 9-12	Detention; in-school Suspension; CWP; contact LA; or 1-180 days out-of-school suspension.	Detention; in-school Suspension;CWP; contact LA; or 1-180 days out-of-school suspension.	Detention; in-school Suspension; CWP; contact LA; or 1-180 days out-of-school suspension.

Bus Misconduct

Definition : *(See Board Policy JFCC)* Any offense committed by a student on a district-owned or contracted bus. **The district administration reserves the right to use video cameras installed on the buses for discipline purposes. Assigned seat will be used where appropriate.**

Safe Schools Act of 1996

Note: Bus ridership is a privilege, not a right. All provisions of the Safe Schools Act of 1996 apply to bus transportation. Students and their families will be responsible for restitution for property damage caused by the student.

The following rules and consequences apply to all grade levels. Consequences for building offenses may apply in addition to bus suspension.

Level 1 Offenses	First Consequence	Second Consequence	Third Consequence
a)Leaving seat/ standing while bus is in motion b)Placing body parts outside windows c)Loud talking/ excessive noise d) Littering	The student will be verbally warned; possible parent contact Given an Assigned seat	<u>Parent will be contacted;</u> Administration may suspend bus privileges up to 10 days	The student will be referred to the building principal, the principal may suspend the student for up to 30 days from bus privileges, and PC.
Level 2 Offenses	First Consequence	Second Consequence	Third Consequence
a)Throwing objects out windows b)Obscene language c)Vandalism d)Violation of district's drug, alcohol, weapons, or sexual harassment policies e)Fighting or scuffling f)Disrespectful/ defiant to the driver	The student will be referred to the building principal, the principal may suspend the student for 10 days and the parents will be contacted.	The student will be referred to the building principal, the principal may suspend the student for up to 30 days, and a parent conference will be held before the student returns to the bus.	The student will be referred to the building principal, the principal may suspend the student for up to 180 days, and the parent conference will be held before the student returns to the bus.

DISHONESTY

Definition: Any act of lying, whether verbal or written, including forgery.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	CWS; Possible CWP	CWS; CWP	CWS; CWP; Up to 5 days of ISS
Grades 6-8	Nullification of forged document, CWS, detention, up to 5 days of ISS	Nullification of forged document, detention, up to 10 days of ISS	Nullification of forged document. Detention, up to 10 days ISS/OSS, or 1-180 days out-of-school suspension.
Grades 9-12	Nullification of forged document. CWS, detention, or in-school suspension.	Nullification of forged document. Detention, up to 10 days ISS/OSS	Nullification of forged document. Detention, up to 10 days ISS/OSS, or 1-180 days out-of-school suspension.

Disrespectful, Defiance of Authority or Insubordination Verbal Abuse to Staff

([see Board policy AC if illegal harassment or discrimination is involved](#))

The teacher is responsible to initially resolve this type of problem within the classroom by use of intervention, such as warnings, time-out, parent contacts or detentions. If the offense occurs elsewhere in the school setting, the teacher may, depending on the severity of the offense, issue a warning or refer for administrative action.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	CWS.; PC; loss of privileges; up to 3 days of ISS	CWP; staffing for development of behavior plan; loss of privileges; up to 5 days ISS/OSS; counseling initiated	CWS; CWP; loss of privileges; counseling initiated; up to 10 days ISS or OSS
Grades 6-8	CWS, PC; 1-3 days ISS/OSS; Possible LOP	CWS, PC; 3-5 days ISS/OSS; Possible LOP	Up to 10 days ISS/OSS; CWP
Grades 9-12	PC; intervention(s); 1-5 days ISS/OSS	PC; 3-10 days ISS/OSS	Up to 10 days ISS/OSS; CWP

Disruptive Speech or Conduct. Use of Obscene or Disparaging Language

The teacher is responsible to initially resolve this type of problem within the classroom by use of intervention, such as warnings, time-out, parent contacts or detentions. If the offense occurs elsewhere in the school setting, the teacher may, depending on the severity of the offense, issue a warning or refer for administrative action. Offensive personal hygiene may be considered disruptive to the learning environment.

Definition: Possession of inflammatory material, speech or conduct on school property or during school activities which detracts from or disrupts the learning environment sufficiently to cause a referral to be made to an administrator. Offensive personal hygiene may be considered disruptive to the learning environment.

	First Offense	Second Offense	Third & subsequent offenses
Grades K-5	CWS.; loss of privileges and or 1 day of ISS; PC;	CWP; Intervention(s); 1-3 days ISS/OSS; possible loss of privileges	CWP; loss of privilege; up to 5 days of ISS/OSS
Grades 6-8	CWS.; PC; detention; isolation of student; loss of privileges; 1-3 days of ISS/OSS; CWP	CWS; Intervention(s); 1-5 days ISS/OSS; possible LOP; PC	Up to 3-10 days ISS/OSS; CWP
Grades 9-12	CWS; PC; Intervention(s); 1-5 days ISS/OSS; possible LOP	Intervention(s); 1-5 days ISS/OSS; possible LOP; PC	Up to 3-10 days ISS/OSS; PC

Drugs and Alcohol

Definition: A violation against health, safety and/or welfare may include the illegal use, sale, purchase, transfer, possession of or being under the influence of intoxicants, alcohol, physical or mind-altering chemicals (to include but limited to inhalants, such as solvents, aerosols or chemicals containing nitric acid or butane). Controlled substances and drugs, including prescription or over-the-counter or drug-like substances, including any represented to be drugs and any paraphernalia used for such purposes, are prohibited on or in school property or at school activities or events, or in any vehicle while being used to transport students for the school district. If in violation of this while involved in co-curricular activities, one may be under the jurisdiction of the “Good Citizenship” policy of the district.

Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

Note: Behavior support plans for students with disabilities may be included in their individualized education plans, and consequences may vary from those stated in the Knob Noster n School District’s discipline code. The provisions for changes in placement for students with disabilities who are found to carry a weapon to school or who knowingly possess, use, sell or solicit illegal drugs or controlled substances at school or at a school function are outlined in the Procedural Safeguards for Children and Parents. These safeguards are available from the Special Services Office. **The district reserves the right to use breath testing equipment for testing students suspected to be under the influence.**

Distribution of Drugs, Controlled Substances, Alcoholic Beverages or Substances Represented to be Controlled or Alcoholic

	First Offense
All Grades All Buildings	For sale, purchase or distribution 1 - 10 days OSS and recommendation for LT; report to LA

Use, possession, or being under the influence of Drugs, Controlled Substances, Alcoholic Beverages or Substances Represented to be Controlled or Alcoholic

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	CWP; possible counseling intervention & possible contact LA; possible ISS and or loss of privileges	PC; possible counselor intervention; possibly notify LA; up to 10 days of ISS/OSS;	Review of appropriate educational placement for student will be made. Up to 10 days of ISS/OSS; possible LT
Grades 6-8	Up to 10 days OSS; report to LA possible LT; student may lose extracurricular eligibility	10 days OSS; LT and/or expulsion; report to LA	10 days OSS; LT and/or expulsion; report to LA
Grades 9-12	Up to 10 days OSS; report to LA possible LT; student may lose some extracurricular eligibility	10 days OSS; LT and/or expulsion; report to LA	10 days OSS; LT and/or expulsion; report to LA

Failure to Follow Office Procedures

Definition: Including, but not limited to, leaving campus without checking out properly, failure to report to the office after an absence, not signing in and out for cadet teaching/tutoring/mentoring, etc.

	First Offense	Second Offense	Third & Subsequent Offense
6-12 Grades	CWS, PC	Intervention(s); possible ISS PC	Intervention(s); 1-3 days ISS PC

Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences

Violating conditions of suspension, expulsion or other disciplinary consequences including, but not limited to, participating in or attending district-sponsored activities or being on or near district property or the location where a district activity is held (page 10).

	First Offense	Second Offense & Subsequent Offenses
All Grades All Buildings	Verbal warning, detention, ISS, 1-180 days OSS or Expulsion	Verbal warning, detention, ISS, 1-180 days OSS or expulsion

Failure to Serve Detention

	First Offense	Second Offense	Third & Subsequent Offenses
Grades 6-8	Detention, Possible Friday school, 1-3 days ISS	Possible Friday school, up to 5 days ISS	Possible Friday school, up to 10 days ISS
Grades 9-12	Detention, Possible Friday school, 1-3 days ISS	Possible Friday school, 1-3 days ISS	Possible Friday school, up to 10 days ISS

False Alarm

Definition: Setting off alarm when there is no cause to do so, including fire alarms, 911 calls, bomb threats or other acts causing evacuation of the building which endangers the welfare of students.

	First Offense	Second Offense & Subsequent Offenses
All Grades All Buildings	PC; up to 10 days ISS/ OSS; possible recommend for LT; report to LA	10 days OSS/LT; recommend expulsion

Fighting

Definition: (legally defined as Public Affray) occurs when two or more persons, voluntarily or by agreement, engage in any fight or use any blows or violence toward each other, in any angry or quarrelsome manner or do each other any willful mischief, or if any person shall assault another and strike him in any public place to the terror or disturbance of others, the person or persons shall be deemed guilty of a misdemeanor, NOTE: Within the school setting, school officials may determine that an act of “horseplay” in which one individual strikes, pushes, shoves or verbally confronts another may be considered as a lesser category than fighting.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	CWS; loss of privileges, up to 5 days of ISS; PC	CWS; loss of privileges; PC up to 5 days of ISS/OSS	CWS; loss of privileges; CWP w/student; possible counseling; up to 10 days of ISS/OSS
Grades 6-8	Up to 5 days ISS/OSS; CWP required; notification of LA	Up to 10 days ISS/OSS; CWP required to re-enter; notification of LA	Up to 10 days of OSS; possible recommend for LT; notification of LA
Grades 9-12	PC; 1-10 days OSS; notification of LA	5-10 days OSS; CWP required to re-enter; notification LA	10 days OSS; recommend for LT; notification of LA

Fireworks or Other Incendiary Devices

Definition: Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	3 to 10 days ISS/ OSS; PC	10 days OSS; PC	PC; Up to 10 days OSS; possible recommend for counseling; notify LA
Grades 6-12	Detention, 5 to 10 days ISS / OSS; CWP; PC	Detention, up to 10 days ISS/ OSS w/recommendation for LT; CWP; PC	PC; 10 days OSS with recommend LT; LA; CWP

Gambling

Definition: Wagering of money or items to include dice.

	First Offense	Second Offense	Third & Subsequent Offenses
All Grades All Buildings	Conf.; Intervention; confiscation of gaming item	Intervention, possible ISS/OSS	Up to 10 days ISS/OSS

Gang-Related Activities

Definition: Any suspicious activity involving three or more persons or by an individual which is considered “gang” activity. Such activity may be characterized or identified by the individual’s admission to gang membership or by the exhibiting of a combination of: clothing which is common to gang members, display of mannerisms which identify the subject as a gang member, has tattoos that indicate gang membership, admits to detailed knowledge of gang activity, admits to or is known by the use of a moniker, displays hairstyles, and jewelry or other paraphernalia common to gang members. Writing graffiti or gang symbols on notebooks or other items, wearing pant legs with one side rolled up and gang signing also indicate potential gang activity.

	First Offense	Second Offense	Third & Subsequent Offenses
All Grades All Buildings	CWP & CWS; removal of gang identifying items, notify LA	ISS pending CWP and student w/Prin.; notify LA	5-10 days OSS; possible recommend LT; notify LA

Harassment

Extortion/Intimidation

Definition: (see Board policy AC) 1.) Threatening or intimidating any student, to include but not limited to causing fear of bodily harm, or obtaining anything of value from that student.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	Return item of value; conf. w/teacher; loss of privilege; Up to 1-3 days of ISS	PC; return items or make restitution; loss of privileges; counseling initiated; Up to 3-5 days of ISS	PC; return items or make restitution; loss of privileges; counseling initiated; Up to 10 days of ISS
Grades 6-8	Up to 10 days ISS/OSS and PC, CWS	5 to 10 days ISS/OSS; CWP possible recommend for LT, contact LA	Up to 10 days ISS/OSS; CWP; possible recommend for LT
Grades 9-12	Up to 10 days ISS/OSS and PC	5 to 10 days OSS; CWP possible recommend for LT, contact LA	Up to 10 days OSS; possible recommend for LT

Inappropriate Apparel

Definition: Extremes in apparel or personal appearance which disrupts the learning process. The administration retains the right to make decisions on student dress which is not considered conducive to a positive educational atmosphere.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	change of apparel; PC	Intervention; change of apparel; PC;	CWP; loss of privileges
Grades 6-8	CWS, intervention; change of apparel; LOP, PC	CWS, Intervention; change of apparel; LOP, PC; Detention	1-5 days of ISS; change of apparel; CWP
Grades 9-12	Conf w/student.; intervention; change of apparel; PC	Intervention; change of apparel; PC; LOP; detention	1-5 days of ISS; change of apparel; CWP

Misuse of Technology

Definition: (see Board policies EHB and KKB and procedure EHB-AP) -

1. Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

	First Offense	Second Offense & Subsequent Offenses
ALL Grades	Restitution. CWS, LOP, detention, or ISS/OSS up to 10 days; possible LT.	Restitution. LOP; CWS; up to 10 days ISS/OSS Possible LT.

Definition of Restitution: Student/Parent assumes cost and/or labor of repair.

2. Electronic device misuse (school issued or personal device)

	First Offense	Second Offense & Subsequent Offenses
ALL Grades	Confiscation, CWS, detention, or ISS. -Student may pick up from Principal at end of the day	Confiscation, CWP, detention; ISS; Possible LT; LOP. Parent will pick up device.

3. Violations of [Board Policy EHB and Procedure EHB-AP](#) other than those listed in (1) or (2) above.

	First Offense	Second Offense & Subsequent Offenses
ALL Grades	Restitution. CWS; detention, or ISS up to 10 days.	Restitution. LOP, CWP; Possible LT; ISS/OSS up to 10 days.

4. Use of audio or visual recording equipment in violation of [Board Policy KKB](#).

	First Offense	Second Offense & Subsequent Offenses
ALL Grades	Confiscation;. CWS; detention, or ISS up to 10 days.	Confiscation; CWS; detention, ISS/OSS up to 10 days

Public Display of Affection

Definition: The school halls and classrooms are not appropriate for the mutual display of affections. It causes embarrassment for other students, staff members, and guests in our building.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	CWS; interventions	CWS & CWP; interventions; possible ISS	CWP; up to 5 days of ISS
Grades 6-8	CWS; Interventions; detention/or up to 3 days of ISS	CWP; up to 5 days of ISS	CWP; up to 5 days ISS/OSS
Grades 9-12	CWS; Intervention; detention; up to 3 days ISS	Interventions;CWP; Up to 5 days ISS/OSS	CWP;Up to 10 days ISS/OSS

School Personnel

Physical Assault of School Personnel

Definition: Any aggressive physical contact with a staff member, including, but not limited to, pushing, striking, biting, clawing, and kicking.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	CWP; up to 10 days ISS or OSS; recommend for LT; contact LA	CWP: Up to 10 days OSS; recommend for LT; contact LA	10 days/OSS recommend LT; CWP; contact LA
Grades 6-8	CWP; up to 10 days ISS/ OSS recommend for LT or expulsion; contact LA	CWP; up to 10 days OSS/recommend LT or expulsion; contact LA	Recommend expulsion; CWP; contact LA
Grades 9-12	CWP; 10 days OSS/recommend LT or expulsion; contact LA	CWP; 10 days OSS/recommend expulsion; contact LA	CWP; 10 days OSS/recommend expulsion; contact LA

Threats, Intimidation, & Verbal Abuse of School Personnel

Definition: Any aggressive verbal or written contact with a staff member that intentionally harms that person's sense of mental or physical well-being. This includes the use of electronic media such as computers and cell phones.

	First Offense	Second & Subsequent Offenses
All Grades	CWS; up to 10 days ISS/ OSS; recommend for LT or expulsion; contact LA; CWP required	Up to 10 days ISS/OSS recommend LT or expulsion; contact LA; CWP required

Sexting and/or Possession of Sexually Explicit or Violent Material

Definition: Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

	All Offenses
All Grades All Buildings	Confiscation; CWS.; PC; Interventions; Up to 10 days ISS/OSS; LT

SEXUAL ACTIVITY – Acts of sex or simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.

	First Offense	Second Offense & Subsequent Offenses
All Grades All Buildings	CWS, detention, 1-10 days of ISS/OSS; possible LT	1-10 days of ISS/OSS, possible LT, or expulsion.

Sexual Harassment

Definition: Inappropriate behavior which portrays sex or sexual conduct in a manner offensive to community standards. Words, spoken or written, touching or other physical contact of a sexual nature violates this guideline.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	CWS; possible LOP; CWP; Up to 1-3 days of ISS/OSS	CWS; LOP; initiate counseling; possible CWP; up to 5 days ISS/OSS	CWP; LOP; develop counseling plan; up to 10 days ISS/OSS
Grades 6-8	CWS; interventions; up to 10 days ISS/OSS	PC; Up to 10 days ISS/OSS	Up to 10 days ISS/OSS; possible recommend for LT; contact LA; CWP
Grades 9-12	CWS; intervention; up to 10 days ISS/OSS	PC; Up to 10 days OSS	Third/subsequent offenses: up to 10 days OSS; possible LT; LA

Stealing - Larceny

Definition: Stealing or attempting to steal private or school property including possession of stolen property. If arrangements cannot be made for return or replacement, the case will be turned over to law enforcement officials.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	CWP; restitution; counselor contact for intervention plan; LOP ; up to 5 days of ISS	CWP; restitution; contact counselor & LA; LOP; up to 5-10 days of ISS/OSS	CWP; restitution; contact counselor and LA; up to 10 days of ISS/OSS
Grades 6-8	CWP; restitution; PC; up to 3- 5 days ISS/OSS; contact LA	CWP; restitution; up to 5-7 days ISS/OSS; contact LA; possible recommend for LT	CWP; restitution; up to 10 days of ISS/OSS; contact LA; possible recommend for

			LT
Grades 9-12	CWP; restitution; up to 5 days ISS/OSS; contact LA	CWP; restitution; 5 to 10 days ISS/OSS; possible recommend for LT; contact LA	CWP; restitution; 10 days OSS/ possible recommend for LT; contact LA

Definition of Restitution: Student/Parent assumes cost and/or labor of repair.

Tardies

Definition: Tardies occur when a student misses up to 15 min. of 1st period and or is late to other periods; otherwise it is considered an absence or truancy (classification will depend upon parental knowledge). All tardies are recorded in IC. Tardy counts will reset each quarter.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	PC	PC, CWS; interventions	CWP; interventions; LOP
Grades 6-8	5th-8th Offense: Office assigned detention and or loss of hallway privileges	9th-10th Offense: Possible Friday school and or loss of hallway privileges	all subsequent offenses: 1 day of ISS, loss of hallway privileges
Grades 9-12 Each quarter students will be allowed four (4) tardies without a penalty. Students who have accumulated over four tardies for the quarter will receive at least one office-assigned detention for each subsequent tardy. (See Detention.) Additional consequences may be used for chronic tardiness.	5th-8th Offense: Office assigned detentions	9th-10th Offense: Friday school and or LOP; possible restricted passing period privileges	Subsequent Offenses: Up to 10 days of ISS, LOP ,restricted passing period privileges

Tobacco Use or Possession

Definition: Possession or Use of any tobacco products or imitation tobacco products, such as electronic cigarettes, on district property, district transportation or at any district activity.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	Confiscation; CWP; LOP; 1-3 days ISS	Confiscation; CWP; LOP; Up to 5 days of ISS/OSS	Confiscation; CWP; up to 10 days of ISS/OSS
Grades 6-8	1-3 days of ISS; CWP; confiscation, possible LA	Up to 5 days of ISS/OSS; CWP; confiscation, possible LA	Up to 10 days of ISS/ OSS; CWP, confiscation, Possible LA, possible LT

Grades 9-12	Confiscation,CWP,3-5 days of ISS	Confiscation,CWP, 5-10 days of ISS.	Up to 10 days OSS; CWP; contact LA, possible LT
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Truancy

School attendance is compulsory up to age 17. Parents are responsible for students' attendance according to RSMO 167.031 and RSMO 167.061, and it is a Class C misdemeanor if they do not attend.

Definition: A willful absence from school without the principal's/parents' permission/knowledge or being in an unauthorized area without permission. This includes leaving the lunchroom.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	PC; LOP; Up to 1-3 days of ISS; possible referral to LA	PC; LOP; Up to 5 days of ISS	PC; LOP; Up to 10 days of ISS/OSS; contact LA
Grades 6-8	PC, LOP; 1-3 days of ISS; Possible referral to LA	PC; LOP; Up to 5 days of ISS/OSS; referral to LA	Up to 10 days of ISS/OSS; CWP; referral to LA
Grades 9-12	CWP, 1-3 days ISS, Possible referral to LA; PC	3-5 days ISS; PC; referral to LA	Up to 10 days ISS; CWP required; referral to LA

Vandalism

Definition: (see [Board Policy ECA](#)) – Willful damage or the attempt to cause damage to real or personal property belonging to the district, staff or students.

	First Offense	Second Offense	Third & Subsequent Offenses
Grades K-5	Restitution; PC; LOP; Up to 1-3 days of ISS	CWP; LOP; restitution; Up to 10 days of ISS	Up to 10 days of ISS/OSS; CWP; restitution
Grades 6-8	CWP; up to 10 days of ISS/OSS; restitution; possible LT; possible LA	CWP; up to 10 days of ISS/OSS; restitution; possible LT; possible LA	Up to 10 days of OSS; restitution; possible LT or expulsion; possible LA
Grades 9-12	PC; intervention; restitution; up to 10 days ISS/OSS; Possible LT or Expulsion; Possible LA	5-10 days OSS; restitution; CWP required, possible LT or expulsion; possible LA	10 days OSS/possible LT or expulsion; possible LA; CWP required; restitution

Weapons (see [Board Policy JFCJ](#))

930(g)(2) or § 571.010, RSMo.

First Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense: 1-180 days out-of-school suspension or expulsion.

- Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense: One (1) calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.

Subsequent Offense: Expulsion.

- Possession or use of ammunition or a component of a weapon.

First Offense: In-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense: 1-180 days out-of-school suspension or expulsion.

	All Offenses
All Grades All Buildings	10 days OSS, recommend LT, expulsion