

# REFERENCE COPY

FILE: JG-R2  
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## EXPLANATION: STUDENT DISCIPLINE

This policy was modified to:

1. Add the following paragraph titled "Impact on Grades" stating that out-of-school suspensions could lead to the student earning a lower grade.

### **Impact on Grades**

As with any absence, absences due to an out-of-school suspension may result in the student earning a lower grade in accordance with the district's policy on absences.

Please note that MSBA's standard attendance policy JED and procedures JED-AP1, JED-AP2 and JED-AP3 categorize out-of-school suspensions as excused absences. However, the procedures do state that students with even excused absences may not earn the full grade if the student has missed ten or more days of school. For that reason, MSBA has added this language to clarify that students who receive a suspension, as with other excused absences, might earn a lower grade in accordance with district policy.

If your district has adopted a custom attendance policy or procedure, please determine whether out-of-school suspensions could lead to students earning a lower grade and alter this section accordingly. [Editor's Note: The district indicated that it does not use grade reduction as a discipline measure at this grade level and requested that references to academic consequences be deleted, which I did.]

2. Add the offense of assault in the third degree to this model discipline code to assist administrators in determining the level of disciplinary action appropriate based on the seriousness of the assault.
3. Add "Failure to Care for or Return District Property" as an offense separate from "Vandalism."
4. Modify "Technology Misconduct" to recognize that students may be able to use mobile phones or other personal electronic devices during the school day in situations where they are encouraged to do so as part of the educational program or as allowed by the principal. Several school districts and school buildings have embraced the concept of "Bring Your Own Device," which encourages students to use mobile phones, laptops, tablets and other Internet-capable devices for educational purposes. MSBA did not

want the technology misconduct offense to be a barrier to this practice, when approved by the district. MSBA has a new sample policy on this topic: EHBA, Student Use of Personal Electronic Devices for Instructional Purposes. Please contact the Policy department if you wish to review this policy and related forms.

5. Expand the "Tobacco" offense to address the increasing use of electronic cigarettes as well as medications used in tobacco cessation programs.

**NOTICE: Does your district prohibit students from earning credit for course work, limit the amount of credit students may earn, or take credit earned away from students while they are suspended from school?**

In addition to simply not allowing students to earn top grades if they have been absent from school, many districts also have policies or practices that prohibit suspended students from earning grades for work completed while on suspension, or even prohibit earning credit in the class. MSBA does not recommend these practices because they discourage academic achievement and frequently result in students who return to school less motivated to behave because the student realizes he or she will fail the class. There are legal reasons to reconsider this practice as well.

In *John S. v. Ozark R-VI School District*, 2012 WL 176226 (January 18, 2012), a student was suspended from school for ten days. In accordance with the district's practice, the student was only allowed to earn a maximum of 50 percent of the grade for any course work completed during the term of the suspension. The parents did not dispute the suspension, but requested a hearing before the Board to address the grade reduction, which was denied.

The federal district court found that the district's policy of grade reduction was unlawful. The court noted that Missouri state law requires districts to have a discipline policy, but the grade reduction was not listed as one of the discipline consequences. The district's practice also conflicted with another district policy that specifically stated that grades would not be used for disciplinary purposes.

If your district's policy or practice is to reduce, limit or remove the grades that may be earned by students who are suspended, including not allowing students to make up work during a suspension, MSBA strongly recommends that you discuss this practice with the district's private attorney. While the court in *John S.* did not explicitly state that a district could never legally reduce a student's grade, the manner in which it was done in that case was illegal. This

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means that any district with a similar practice needs to be prepared to offer a due process hearing before the Board and should make sure that its policies are consistent.

While MSBA does not endorse this practice, if your district does reduce or deny grades to students who are suspended, please do the following:

1. Review policy IK, Academic Achievement. MSBA's standard policy states, "grades are not to be used as a disciplinary measure." If your district does use grades as a disciplinary measure, this sentence needs to be removed. [Policy IK has been included with this Update package.]
2. Review policy JED, Student Absences and Excuses, and procedures JED-AP1, JED-AP2 and JED-AP3. MSBA's standard policy states, "No rule or procedure will preclude a student from making up work missed due to any type of absence, including absences due to suspension." If your district does use grades as a disciplinary measure, this sentence needs to be removed. Similarly, if the district does not allow students to reduce accrued absences by attending make-up sessions, this language must be removed from JED-AP1, JED-AP2 and JED-AP3.
3. Remove the new "Impact on Grades" section MSBA has added to this policy and replace it with language that accurately reflects the district's practice of including a grade reduction as a disciplinary measure. Please be advised that there are due process implications to this practice, and MSBA encourages the district to discuss this practice with the district's private attorney. The following language is provided as an example of language the district might add. Please revise it as necessary to reflect the district's actual practices.

## Academic Consequences

Students who are suspended from school will not be allowed to earn full credit for course work completed during the term of the suspension. Students may earn a maximum of \_\_\_ percent for the work completed. The district will provide appropriate due process in accordance with law prior to finalizing the student's grade for a course.

**[Editor's Note:** I had added the "Academic Consequences" paragraph set out above, but the district indicated that it does not use grade reduction as a discipline measure at this grade level and requested that the paragraph be deleted, which I did.]

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*MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.*

	Board Secretary		Business Office	X	Coaches/Sponsors
	Facility Maintenance		Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
	Health Services		Counselor		Special Education
	Transportation		Public Info/Communications		Technology

## STUDENT DISCIPLINE (Middle School)

### Student Code of Conduct

The Student Code of Conduct is designed to foster student responsibility, respect for others and to ensure the orderly cooperation of the district schools. In determining the consequence or punishment for acts violating the standard of conduct, the responsible school official will examine the facts and circumstances surrounding the case. No code can be expected to list each and every offense that may result in the use of disciplinary action; however, it is the purpose of the code to list certain offenses which, if committed by a student, will result in the imposition of a specific penalty. Out-of-school suspensions are unexcused absences. Board administrators may establish further rules and regulations and, if needed, deviate from the handbook for the maintenance of proper school discipline. School administrators may establish further rules and regulations and in some cases deviate from the handbook for the maintenance of proper school discipline. Students should be aware that the order of consequences will not always be followed due to the many different circumstances surrounding each individual case, previous incidents and warnings, student attitude, and extenuating circumstances. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or at 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.

In arriving at the consequences or discipline to be imposed, consideration shall be given to:

- ▶ The maturity level of the student
- ▶ Attitude of the student
- ▶ Any extenuating circumstances
- ▶ The seriousness of the act
- ▶ Prior incidents of misconduct
- ▶ Intent of the student
- ▶ Degree of involvement of the student
- ▶ Appropriateness of the punishment

Although not indicated in the individual consequences, a disciplinary report will be sent home with the student any time a student is involved in a discipline problem, unless it is a minor infraction. Also, a parent conference may be required at anytime to discuss a particular problem. On the day of the disciplinary action, a student is not allowed to attend or participate in extracurricular activities or any other district-sponsored after-school activities; for example, dances, BACK-UP activities, Honors Assembly, etc. Students involved in misconduct may lose the privilege of participation or may be denied extracurricular activities.

Listed below are disciplinary actions or consequences that may occur:

- ▶ Conference and parent notification
- ▶ Referral to the counselor's office
- ▶ Detention
- ▶ Saturday School
- ▶ Suspension of bus privileges
- ▶ In-school suspension (ISS)
- ▶ Out-of-school suspension (OSS)
- ▶ Expulsion
- ▶ Restitution/Payment of replacement cost

### **Reporting to Law Enforcement**

It is the policy of the Camdenton R-III School 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 law. A list of crimes the district is required to report is included in policy JGF.

A school administrator 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 appropriate division of the juvenile or family court upon suspension for 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 JGF.

### **Conditions of Suspension, Expulsion and Other Disciplinary Consequences**

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. In addition, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, if appropriate.

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In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

## Prohibited Conduct

The following is a list of examples of types of misconduct that shall result in disciplinary action. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building. All consequences must be within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy. The attempt to commit an offense is punishable to the same degree as the listed offense.

## VIOLATIONS AGAINST PERSONS

### Assault (201).

1. ~~Hitting, striking and/or attempting to cause injury to another person; placing another in reasonable apprehension of imminent physical danger. Knowingly causing physical injury to another person, or with criminal negligence, or recklessly engaging in conduct that creates a grave risk of death or physical injury to another person.~~ **Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that**

creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third degree.

First Offense:	Detention, 1 to 180 days out-of-school suspension, parent conference to re-enter school, or expulsion.
Second Offense:	1 to 180 days out-of-school suspension and parent conference to re-enter school, or expulsion.

2. ~~Attempting to kill or cause serious physical injury to another; killing or causing serious physical injury to another.~~ **Knowingly causing or attempting to cause serious bodily injury or death to another person, recklessly causing serious bodily injury to another person, or any other act that constitutes assault in the first or second degree. (203).**

First Offense:	<b>10-180 days out-of-school suspension or Expulsion.</b>
<b>Subsequent Offense:</b>	<b>Expulsion.</b>

3. **Assault to a Staff Member (3).**

First Offense:	10 days out-of-school suspension immediately and referral to the superintendent for expulsion.
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4. **Assault with a Weapon (see Board policy JFCJ).**

First Offense:	Expulsion.
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**Bullying and Cyberbullying (see Board policy JFCF)** – Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; or threats of retaliation for reporting such acts. Bullying may also include cyberbullying or cyberthreats. Cyberbullying is sending or posting harmful or cruel text or images using the Internet or other digital communication devices.

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Cyberthreats are online materials that threaten or raise concerns about violence against others, suicide or self-harm.

First Offense:	Detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

**Dangerous Items (10)** – Possession of any item that could harm a student in any way, including chains of any type (including those used to attach to billfold), mace and mace-like products, and handcuffs.

First Offense:	Saturday School, in-school suspension, or out-of-school suspension.
Second Offense:	1-180 days out-of-school suspension or expulsion.

**Fighting (28 and 210) (see also "Assault")** – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action. Consequences may be applied to any person contributing to the altercation either by viewing or with verbal exchanges.

First Offense:	Detention, Saturday School, in-school suspension, or out-of-school suspension.
Second Offense:	3-20 days in-school suspension and/or out-of-school suspension.
Third Offense:	10-40 days in-school suspension and/or out-of-school suspension.

**Gang-Related Behavior (30)** – Conflict between groups of individuals and/or grouping for the purpose of intimidation or retaliation or to commit any other kind of illegal act will not be tolerated. Apparel, jewelry, grooming or behaviors or symbols that by virtue of color, arrangement, or other distinctive attributes denote membership in gangs that advocate drug use, violence or disruptive behavior, or that otherwise present a threat of disruption or danger in the school environment, are prohibited.

**Harassment, including Sexual Harassment (32) (see Board policy AC)**

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense:	Principal/Student conference, detention, 2-10 days in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	5-10 days in-school suspension, 1-180 days out-of-school suspension, or expulsion.

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

First Offense:	1-10 days in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1 to 180 days out-of-school suspension or expulsion.

**Hazing (31) (see Board policy JFCF)** – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing may occur even when all students involved are willing participants.

First Offense:	Saturday School, in-school suspension or out-of-school suspension.
Second Offense:	1-180 days out-of-school suspension or expulsion.

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Third Offense:	Expulsion.
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**Threats of Serious Injury or Death or Verbal Assault (48) (see Board policy JGG)** – A serious threat, either written, pictorial or verbal, for this policy is defined as; A threat of injury that, if inflicted, could cause permanent disabling or result in the death of one or more persons or a threat to bring a lethal weapon to school and use it. Disciplinary action is justified if a reasonable person, upon receiving the threat, would believe the threat to be a serious expression of an intent to harm. All alleged threats will be considered in light of their entire factual context, including the surrounding events and the reaction of the listener.

First Offense:	Principal/Parent/Student conference, 2-10 days in-school suspension, and/or 1-180 days out-of-school suspension. Ongoing counseling may be required at the parent’s expense. The student must take a safety assessment given by middle school counselors. Conference with legal authorities to re-enter school.
Second Offense:	Principal/Parent/Student conference; 5-20 days of in-school suspension and/or 1-180 days of out-of-school suspension or expulsion. Ongoing counseling may be required at the parent’s expense. The student must take a safety assessment given by middle school counselors.. Conference with legal authorities to re-enter school.

**Weapons/Firearms (54) (see Board policy JFCJ)** – Students are forbidden to bring onto district property any item considered to be a weapon as defined in law or Board policy, including any firearm as defined in 18 U.S.C. § 921, 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). Examples include a blackjack, clubs, firearms, concealable firearms, explosive weapon, firearm silencer, gas gun, knife, machine gun, projectile weapon, chains, metal knuckles, pistol, rifle, shotgun, spring gun or switchblade knife. This includes any type of weapon by whatever name that will or that may be readily converted to expel a projectile by the action of an explosive or other propellant. Also included are explosives of any type, point gas, bombs and any other type or form of ammunition. This includes any destructive device.

First Offense:	One (1) calendar year out-of-school suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.
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Second Offense:	Expulsion.
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**VIOLATIONS AGAINST PROPERTY**

**Arson (2)** – Starting or attempting to start a fire or causing or attempting to cause an explosion.

First Offense:	Detention. 1-180 days out-of-school suspension or expulsion. Restitution if appropriate.
Second Offense:	Expulsion. Restitution if appropriate.

**Extortion (47)** – Threatening/intimidating any person for the purpose of obtaining money or anything of value.

First Offense:	Detention, Saturday School, in-school suspension, or out-of-school suspension. Restitution.
Second Offense:	Out-of-school suspension and referral to law enforcement, or expulsion. Restitution.

**False Alarms (27)** (see also "**Threats of Serious Injury or Death or Verbal Assault**") – Making any false alarms, such as bomb threats, setting off fire alarms, tampering with emergency equipment or making unauthorized 911 calls; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property. A person commits the crime of making a false bomb report if he or she knowingly makes a false report or causes a false report to be made to any person that a bomb or other explosive has been placed in any public or private place or vehicle.

First Offense:	Restitution. Principal/Student conferences, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Second Offense:	Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion.

**Fireworks (29)** – Students are forbidden to bring, possess or use fireworks of any type on district grounds or property. Examples include firecrackers, smoke bombs, etc.

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

**Gambling** – Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

First Offense:	Principal/Student conference, loss of privileges, detention, or in-school suspension.
Subsequent Offense:	Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

**Incendiary Devices** – 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.

First Offense:	Confiscation. Warning, principal/student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

## Technology Misconduct (8) (see Board policy EHB 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:	Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension.
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Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.
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2. ***Use of Electronic Communication Devices*** – The use of student-owned electronic communication devices, defined as any cell phones or multi-media equipped devices (Examples: iPad, iPod, tablet, laptop, MP3 player, pagers, etc.), at school is a privilege and not a right. If the use of any student-owned electronic communication device disrupts the educational process or normal school activity, or violates any district rule or policy, then the result may be the loss of this privilege, individually or as a student body. This policy may be reviewed or revoked at any time during the school year.

Students may use **personal** electronic communication devices during noninstructional times only, **unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal. Use of personal electronic communication devices during noninstructional times is restricted** as follows:

1. Electronic communication devices must not be heard or seen in hallways during passing time ~~or in classrooms, unless directed by the teacher for instructional purposes.~~
2. Use of electronic communication devices will be allowed before school and during lunch.
3. Students may use cell phones to TEXT ONLY!
4. Headphones/ear buds must be used when listening to music

Camdenton R-III School District is not responsible or liable for damage, loss or theft of personal electronic communication devices.

First Offense:	Confiscation and parent/guardian will be required to pick up the device.
Second Offense:	Confiscation and parent/guardian will be required to pick up the device. 2 days in-school suspension or Saturday School, and 5 days red card.

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Subsequent Offense:	Confiscation and parent/guardian will be required to pick up the device. 4 days in-school suspension or 2 Saturday Schools, 10 days red card, and possible loss of network user privileges.
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3. Violations, other than those listed in (1) or (2) above, of Board policy EHB, and procedure EHB-AP other than those listed in (1) or (2) above or any policy or procedure regulating student use of personal electronic devices.

First Offense:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

4. Using video or audio recording equipment on district property or at district activities except: if required by a district-sponsored class or activity; at performances or activities to which the general public is invited such as athletic competitions, concerts and plays; at open meetings of the Board of Education or committees appointed by or at the direction of the Board; or as otherwise permitted by the principal.

First Offense:	Confiscation. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/sStudent conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

**Theft** – Theft, attempted theft or knowing possession of stolen property.

First Offense:	Detention, Saturday School, in-school suspension, or out-of-school suspension. Restitution.
Second Offense:	Out-of-school suspension or expulsion. Restitution.

**Unauthorized Entry** – Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other

person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

First Offense:	Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

**Vandalism (52) (see Board policy ECA)** – Willful damage or the attempt to cause damage to real or personal property belonging to the district, staff or students.

~~Students are expected to take reasonable care of district property. Students shall pay for books, school supplies, school equipment or other district property lost or damaged beyond ordinary wear and tear. Payment shall be assessed by the principal of the school concerned, or a designated person, in accordance with the price of the book or other article lost or damaged.~~

Any student who carelessly or intentionally defaces or damages district property shall be required to pay for all damages and may be subject to additional disciplinary action. According to state law, parents or guardians of juveniles under the age of 18 are responsible for vandalism, loss or damage caused by their children. Proceedings against the unemancipated minor may be initiated for any balance not paid by the parent or guardian. In the default of payment, the case shall be reported to the proper legal authorities or filed in small claims court.

First Offense:	Detention, Saturday School, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Restitution.
Second Offense:	1-180 days out-of-school suspension or expulsion. Restitution.
Third Offense:	Expulsion. Restitution.

**VIOLATIONS AGAINST PUBLIC DECENCY AND GOOD ORDER**

**Academic Dishonesty** – 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.

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First Offense:	No credit for the work, grade reduction, or replacement assignment.
Subsequent Offense:	No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

**Dishonesty** – Any act of lying, whether verbal or written, including forgery.

First Offense:	Nullification of forged document. Warning from principal, detention, or in-school suspension.
Subsequent Offense:	Nullification of forged document. Detention, in-school suspension, or 1-180 days out-of-school suspension.

**Defiance of Authority, Insubordination (34), Disrespectful or Disruptive Conduct or Speech (20) (see Board policy AC if illegal harassment or discrimination is involved)** – Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

All of the adult employees of Camdenton Middle School have certain responsibilities to the school and, in order to carry out these responsibilities, they have certain authority to correct students when the need arises. If any student is corrected by any adult employee, whether the employee is faculty, clerical, custodial or bus driver, the student is expected to accept such correction.

First Offense:	Detention, 1-10 days in-school suspension, or out-of-school suspension.
Second Offense:	5-10 days in-school suspension, or out-of-school suspension.
Third Offense:	10-180 days out-of-school suspension or expulsion.

**Obscene or Profane Language, Use of (38)**

First Offense:	Detention, Saturday School, 1-3 days in-school suspension or out-of-school suspension.
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Second Offense:	3-5 days out-of-school suspension.
Third Offense:	10 to 180 days out-of-school suspension.

**Public Display of Affection (PDA) (43)** – The public display of affection, including, but not limited to, kissing and groping, is not appropriate behavior at school.

First Offense:	Detention.
Second Offense:	Detention, Saturday School.

**Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material** – 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.

First Offense:	Confiscation. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

**Sexual Activity** – Acts of sex or simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.

First Offense:	Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

**VIOLATIONS AGAINST PUBLIC HEALTH & SAFETY**

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## Drug (22)/Alcohol (1) Abuse (see Board policies JFCH and JHCD).

1. Any student determined to be under the influence of or in 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.

Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

First Offense:	Up to 180 days out-of-school suspension.
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- a. The student may be placed in an alcohol rehabilitation or counseling center for evaluation, treatment and/or counseling at the parents' expense. Treatment and counseling shall be determined by the professional staff of the rehabilitation or counseling center.
- b. Camdenton R-III Schools will provide educational materials to the staff of the rehabilitation center or provide education through homebound study.
- c. Upon release from the rehabilitation program, the student will be placed in the Camdenton R-III School District's In-School Suspension (ISS) Center for the remainder of the suspension.
- d. The ISS Center shall provide for continuing the education of the student through the certified ISS Center Teacher.
- e. The student shall attend counseling sessions as recommended by the rehabilitation or counseling center at the parents' expense. Parents shall provide transportation to and from the counseling agency.
- f. The student may be absent from the ISS Center due to illness or death in the immediate family. Parents shall notify the ISS Center when the student is absent. Any days absent shall be made up at the end of the suspension.
- g. The student shall not participate in any school or student activities during the suspension.

Second Offense:	Expulsion.
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2. Sale, purchase or distribution of any 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.

First Offense:	Up to 180 days suspension.
Second Offense:	Expulsion.

**Tobacco, Possession or Use of (50)** – Possession or use of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy JHCD. Middle school students are not to smoke or carry tobacco or tobacco-like products on district property, district transportation, or at any district-sponsored activity for the following reasons: Medical findings prove it to be a health menace. Missouri law does not permit young people under the age of 18 to purchase tobacco or smoke.

First Offense:	Confiscation, detention, 3 - 5 days in-school suspension.
Second Offense:	Confiscation, 5 - 10 days in-school suspension.
Third Offense:	Confiscation, 10 days out-of-school suspension.

**VIOLATIONS AGAINST SCHOOL ADMINISTRATION**

**Cafeteria Misconduct** – All students are requested to follow these procedures:

1. The students eating lunch at school must do so in the cafeteria. This includes lunches brought from home as well as cafeteria lunches.
2. We expect each student to exhibit good table manners and be courteous to others.

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3. All students are to be seated while eating lunch and seating is on a first-come, first-serve basis.
4. Boisterousness or loud behavior will not be tolerated in the cafeteria or in the waiting area.
5. Throwing of anything in the cafeteria will not be tolerated.
6. Each student is to leave his or her eating area clean and tidy. Trays, dishes and refuse are to be taken to the disposal window.
7. All students are expected to remain in the cafeteria or other designated areas immediately adjacent to the cafeteria during lunch period.
8. Classroom halls are not to be used as a waiting or conversation area at any time. Students should not go past the main locker area until the lunch shift is over. Students may use restroom facilities across from the gym during lunch upon receiving permission.
9. Students need to ask permission to leave the cafeteria area for any reason.

First Offense:	Detention or Saturday School.
Second Offense:	Saturday School or in-school suspension.
Third Offense:	Saturday School, in-school suspension, or out-of-school suspension.

**Closed Campus (51) (see “Truancy”)** – As soon as students arrive on campus, they are to enter school and are to remain there until the student is authorized to leave through parental checkout or at the end of the school day.

Students need to stay in the Camdenton Middle School building unless signing out with the parent or guardian or special permission is given by the principal(s). Violations will be treated as truancy.

**Dismissal from In-School Suspension (16)** – Any student who is disruptive in the In-School Suspension Center may be dismissed by the supervisor and referred to the assistant principal’s office.

First Offense:	1 extra day of in-school suspension or 1-3 days out-of-school suspension, and a parent conference.
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Second Offense:	3-5 days out-of-school suspension and a parent conference.
Third Offense:	5-10 days out-of-school suspension and a parent conference.

**Failure to Adhere to After-School Activities Rules (11)** – Students are given rules and regulations for various activities and sports. Consequences could result in loss of privilege to attend the after-school activities or in privileges revoked and removal from the team.

**Failure to Adhere to the Approved Dress Code (21) (see Board policy JFCA and student handbook)** – The dress code is set out in detail in the student handbook. The study and revision of the dress code will be an ongoing process of both the student council and administration. Exceptions to the grooming and dress code for health or religious reasons will be considered on a case-by-case basis.

First Offense:	Conference and correction immediately at school, if possible.
Second Offense:	Parent notified to correct violation prior to student returning to school.
Third Offense:	Student suspended out-of-school to correct problem prior to returning.
Fourth Offense:	Out-of-school suspension in continuous or flagrant cases.

**Failure to Attend After-School Detention (24) or Saturday School (26)** – Students are required to attend at the assigned date or have parental request through the administration for any schedule change. Students are required to bring pencil/pen, paper, books and materials to study.

Failure to attend detention without prior request for change of date will result in Saturday School assignment.

Failure to attend Saturday School without prior request for change of date will be a reassignment of Saturday School, in-school suspension or out-of-school suspension.

**Failure to Care for or Return District Property** – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment. Restitution amount shall be assessed by the principal of the school

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concerned, or a designated person, in accordance with the price of the book or other item lost or damaged.

First Offense:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Detention or in-school suspension.

**Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences –** Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion and Other Disciplinary Consequences."

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's discipline policy.

First Offense:	Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.
Subsequent Offense:	Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

**General Classroom Disruptions (13) –** Unsolicited talking, moving around, pestering of classmates and other acts disruptive or distracting to the learning environment.

First Offense:	Detention, Saturday School, 2-3 days in-school suspension or out-of-school suspension.
Second Offense:	3-5 days in-school suspension or out-of-school suspension.
Third Offense:	3-10 days out-of-school suspension.

**Hallway Misconduct** – Students are to walk on the right side of hallways and sidewalks. They are not to run, push, shove, trip or be involved in any type of rowdy behavior that could result in an injury.

First Offense:	Detention or Saturday School.
Second Offense:	Saturday School.
Third Offense:	Saturday School, 2-10 days in-school suspension, or out-of-school suspension.

**Horseplay** – Physically grabbing or pushing another student without intent to injure but use of physical action in play that could injure.

First Offense:	Detention, Saturday School or in-school suspension.
Second Offense:	Saturday School or in-school suspension.
Third Offense:	2-3 days out-of-school suspension.

**Possession of Nuisance Items (37)** – Including, but not limited to, disruptive devices including water guns/water balloons.

First Offense:	Confiscation and conference. Parents may be responsible for picking up the item.
Second Offense:	Confiscation and parent responsible to pick up the item.
Third Offense:	Confiscation, parent notification, detention, Saturday School, or in-school suspension.
Fourth Offense:	Out-of-school suspension.

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**Tardiness (see Board policy JED and procedure JED-AP1)** – Students are considered tardy when they are not in their classrooms and in their seats ready to begin work when the teacher begins class.

Students reporting late to school must report first to the office to sign in on a sign-in sheet provided on the office counter. The student must be accompanied by a parent or guardian or must have a note explaining the reason for lateness to school to help determine if the tardy is excused or unexcused.

Students who are late or tardy to class should report directly to their classroom teacher. If a student is tardy to class, the teacher will make the decision whether the tardy is “excused” or “unexcused.”

Continued tardiness on the part of any student will be viewed as a serious matter.

The teacher will record all tardies. Upon the third unexcused tardy, the fourth unexcused tardy and every tardy thereafter, the teacher will send the student to the assistant principal’s office with a disciplinary report form listing the dates of the unexcused tardies. Tardies will start over at semester. Students who do not obtain an admit slip before school and who must leave class to acquire an admit will be considered unexcused tardy.

First Offense - 3 unexcused tardies:	Detention.
Second Offense - 4 unexcused tardies:	Saturday School.
Third Offense -5 unexcused tardies:	Saturday School or in-school suspension.

**Truancy (see Board policy JED and procedure JED-AP1)** – Any unauthorized absence from school is to be considered truancy. Although this is commonly thought of as an absence of which the parent is unaware, certain absences of which the parent is aware will be treated in the manner of truanies, such as excessive non-justifiable absences, even with the consent of parents/guardians. Any student who tells his/her parents that there will be no school, or that it is acceptable to participate in a so-called skip day will be considered truant. In addition, any student leaving the middle school grounds before school starts after being brought to the school grounds by bus or other transportation will be considered truant whether or not they are able to return to school before the tardy bell rings. The middle school campus operates as a closed campus and any student leaving the campus during the school day without permission will be considered truant even if no class time is missed. Students are not to leave the middle school campus at the end of the day and then return to catch the bus. The middle school campus consists of the middle school building and the immediate grounds. The elementary, senior high, and vo-tech schools are considered off campus unless

attending classes in one of these buildings. Students are not to go to them without a pass from the middle school office.

First Offense:	Detention, Saturday School or in-school suspension.
Subsequent Offense:	Missing 1 to 2 periods - 1 day of Saturday School or in-school suspension.
	Missing 3 to 8 periods - 2 days of Saturday School or in-school suspension.

**Unsportsmanlike Conduct (see Board policy IGDJA and procedure IGDJA-AP)** – Any violation of the sportsmanship guidelines by any team member, coach or fan.

First Offense:	Conference with student.
Second Offense:	Notification to parent and after-school detention, or banned from all extracurricular activities.
Third Offense:	Saturday School, suspended from athletic teams, or banned from all extracurricular activities.

**VIOLATIONS ON BUS/TRANSPORTATION**

**Bus or Transportation Misconduct (see Board policy JFCC and procedure JFCC-AP)** – Bus transportation is a school service. Students are responsible to the driver at all times and are expected to be courteous and considerate to other students as well. When buses are being loaded, students are to form separate lines for each bus. No student may board the bus except as directed by the driver. Any misconduct occurring on the school bus is subject to the consequences listed for such conduct in this regulation, in addition to suspension or loss of riding privileges. Safety rules for bus riders can be found in procedure JFCC-AP.

The rules of conduct and consequences listed have been established to maintain safe passage of students riding buses to and from school. These rules apply while students are on the bus and at or near bus stops. Certain discipline problems may occur on a bus that are serious enough to cause the principal(s) to disregard a step-by-step approach and take more significant action to resolve the problems. Violations such as smoking on the school bus, using profanity, fighting, use, possession or sales of any form of drugs or alcohol, refusing to follow reasonable directions of the bus driver,

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and other types of serious misbehavior may result in immediate and/or permanent suspension from riding the school bus. The sequence of consequences may be changed, and other rules may be established as determined necessary by school administrators to ensure proper safety standards. Again, any conduct on the school bus is subject to consequences listed in other sections of this regulation..

## Inappropriate Conduct (107)

1. Standing while bus is moving, yelling, littering in the bus, use of food or drink, not sitting in assigned seat, shoving or pushing, not following directives of drivers, etc.:

First Offense:	Detention (MS); or Saturday School; parent contact.
Second Offense:	Saturday School.
Third Offense:	Saturday School for each action following the initial warning and thereafter, or loss of riding privileges.

2. Throwing items (in or out of the bus) (111). This includes shooting rubber bands or paper wads.

First Offense:	Detention (MS); Saturday School; or 2-5 days suspended off bus.
Second Offense:	Saturday School; or 2-10 days off bus.
Third Offense:	1-3 weeks off bus.
Fourth Offense:	Suspension off bus for the remainder of the school year.

3. Bringing dangerous items on bus (104). Includes matches, stink bombs, lighters, flammable items.

First Offense:	3-15 days off bus.
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Second Offense:	1-3 weeks off bus.
Third Offense:	3-5 weeks off bus.
Fourth Offense:	Suspension off bus for the remainder of the school year.

4. Fighting (106) and/or assault (101).

First Offense:	3-10 days suspended off bus.
Second Offense:	1-3 weeks suspended off bus.
Third Offense:	3-5 weeks suspended off bus.
Fourth Offense:	Suspension off bus for the remainder of the school year.

5. Creating a hazard or dangerous situation; operating or handling of bus equipment (102).

First Offense:	3-10 days off bus.
Second Offense:	1-5 weeks off bus.
Third Offense:	Suspension off bus for the remainder of the school year.

\* Severe situation (for example, opening back door while bus is in motion) would result in suspension off bus for the remainder of the school year.

6. Damaging or vandalizing the bus (103).

First Offense:	3-10 days off bus and restitution.
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Second Offense:	3-5 weeks off bus and restitution.
Third Offense:	Suspension off bus for the remainder of the school year and restitution.

7. Use or possession of tobacco products (112).

First Offense:	Confiscation; 3-15 days off bus.
Second Offense:	Confiscation; 3-5 weeks off bus.
Third Offense:	Confiscation; suspension off bus for the remainder of the school year.

8. Use of obscene or vulgar language and gestures (student-to-student) (108).

First Offense:	Saturday School; or 3-15 days off bus.
Second Offense:	1-4 weeks off bus.
Third Offense:	3-5 weeks off bus.
Fourth Offense:	Suspension off bus for the remainder of the school year.

9. Verbal abuse of bus driver/monitor, including use of vulgar or obscene language and gestures (113).

First Offense:	3-15 days off bus.
Second Offense:	3-5 weeks off bus.

Third Offense:	Suspension off bus for the remainder of the school year.
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10. Physical abuse of bus driver/monitor (109).

Immediate ten (10) days out-of-school suspension and referral to superintendent for long-term suspension and recommendation of expulsion.

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***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

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Camdenton R-III School District, Camdenton, Missouri