



# ELEMENTARY

## Behavior Offenses, Disciplinary Procedures, & Behavior Consequences

Though not specifically mentioned in the list of behaviors, students may be suspended or recommended for expulsion for first-time offenses or any act which is detrimental to the good order, best interest, and physical safety of the school. The student may be disciplined according to the nature and degree of the offense or act at the discretion of the administration.

Coding for Level I & Level II Consequences						
WARN	DET	OSS	OSA	REST	RE	LE
Warning	Detention	Out of School Suspension	Other School Action	Restitution	Recommended Expulsion	Call to Law Enforcement
*Chronic and severe violations on Level 1 may move to the next level.						

### Level I Behavior Offenses (PK-2<sup>nd</sup> grade)

Contacting the parent and having a conference with the student is mandatory with any behavior violation.

Behavior Offenses	PowerSchool Code	Consequences	
		1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense
1. Inappropriate behavior– behavior which disrupts the orderly educational process of school (loud talking, yelling, out of line, etc.)	(017)	WARN/OSA	DET /OSA
2. Throwing objects	(028)	WARN/OSA	DET/OSA
3. Disrespectful towards others	(420)	WARN/OSA	DET/OSA
4. Refusal to obey, being defiant	(270)	WARN/OSA	DET/OSA
5. Inappropriate language	(016)	WARN/OSA	DET/OSA
6. Disrupting Class	(007)	WARN/OSA	DET/OSA
7. Tardiness – arriving late for school	(180)	Conference with Parents/Attendance Intervention	

### **Level I Behavior Offenses (3<sup>rd</sup> grade- 5<sup>th</sup> grade)**

Behavioral misconduct is defined as those activities engaged in by a student which tend to impede orderly classroom procedures or instructional activities, orderly operation of the school, or the frequency or seriousness of which disturb the classroom or school. The provisions of this regulation apply not only to within school activities, but also to student conduct on school bus transportation vehicles and other school-sponsored activities. Contacting the parent and having a conference with the student is mandatory with any behavior violation.

Behavior Offenses	PowerSchool Code	Consequences		
		1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense
1. Possession or distribution of obscene literature, pictures, or devices	018	DET/OSS (1 day)	DET/OSS (2-3 days)	DET/OSS (3-5 days)
2. Forgery/tampering – changing, signing or altering records or documents of the school by any method	011	DET (1 day)	DET (2-3 days)	DET (3 days)
3. Gambling – participation in games of chance for money and/other things of value	630	WARN/REST	DET/OSS (1 day)	DET/OSS (3 days)
4. Leaving class without permission	320	WARN /DET (1 day)	DET/OSS (1-2 days)	DET/OSS (3-5 days)
5. Dishonesty – the intentional giving of false information, either verbally or in writing to a school employee	006	DET (1 day)	DET/OSS (1 day)	DET/OSS (2-3 days)
6. Profanity – directing profanity, vulgar language, ethnic/racial slurs, or obscene gestures toward adults, school staff, or visitors	016/210	DET (1 day)	DET/OSS (2-3 days)	DET/OSS (2-3 days)
7. Use of or display of electronic devices and/or cell phones	018/390	OSA	OSA/DET (1 day)	ISS 2-3 days)
8. Disrespectful towards others	420	OSA	DET (1-2 days)	DET (2-3 days)
9. Disrupting Class	007	OSA	DET (1-3 days)	DET/OSS (2-3 days)
10. Gang Signs	250	DET (1 day)	DET (1-3 days)	DET (2-3 days)
11. Truancy – 3 consecutive unlawful, 5 unlawful absences	151	SEE ATTENDANCE PROCEDURES		

## Level II Behavior Offenses (Pre-K - 5<sup>th</sup> grade)

Disruptive conduct is defined as those activities engaged in by a student which are directed against persons or property, and the consequences of which tend to endanger the health or safety of oneself or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings. Behavioral misconduct (Level One) may be reclassified as disruptive conduct (Level Two) if it occurs three or more times. The provisions of this regulation apply not only to within school activities, but also to student conduct on school bus transportation vehicles and other school-sponsored activities. Contacting the parent and having a conference with the student is mandatory with any behavior violation.

Behavior Offenses	PowerSchool Code	Consequences		
		1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense
1. Hit/Kick/Push	014	OSA/DET (1 day)	DET/OSA/OSS (1-3 days)	DET/OSA/OSS (2-3 days)
2. Bite/Pinch/Spit	003	OSA/DET (1 day)	DET/OSA/OSS (1-3 days)	DET/OSA/OSS (2-3 days)
3. Threatening others – written/verbal assault to others	027	DET/OSS (Up to 5 days)	OSS (Up to 10 days)	LE - RE
4. Vandalism – cutting, defacing, or in any way damaging property	760	DET/OSS/REST (1 day)	OSS/REST (1-3 days)	OSS/REST (3-5 days)
5. Stealing	017	OSS (1 day)	OSS (2 days)	OSS (3-5 days)
6. Inappropriate behavior	017	OSS (1 day)	OSS (2 days)	OSS (3-5 days)
7. Possession of stolen goods	017	OSS/REST (1 day)	OSS/REST (2 days)	OSS/REST (3-5 days)
8. Fighting, instigating a fight or physical abuse	009	DET/OSS (1-3 days)	DET/OSS (3-5 days)	OSS (Up to 10 days)
9. Sexual harassment (verbal/written/physical) using sexual comments and suggestive physical contact	013	DET/OSS (1-3 days)	DET/OSS (3-5 days)	OSS (up to 10 days)
10. Indecent exposure	019	OSA/DET/OSS (1-3 days)	DET/OSS (3-5 days)	OSS (up to 10 days)
11. Possession of contraband	004/018 789	OSS (1-3 days)	OSS (2-4 days)	OSS (3-5 days)
12. Computer Violation (See 1:1 Handbook)	220	DET/OSA (1 day)	OSA/OSS (2-3 days)	OSS/OSA (3-5 days)
13. Defiance - refusal to comply	270	DET/OSS (1 day)	OSS (2-3 days)	OSS (3-5 days)
14. Bullying	650, 651, 652	OSS (1-3 days)	OSS (3-5 days)	RE
15. Disrespect towards others	420	OSS (1-3 days)	OSS (3-5 days)	RE
16. Possession of over the counter medication	31	OSS (1-3 days)	OSS (3-5 days)	RE
17. Possession of/or use of alcohol, dangerous drugs, or controlled substances	230-Tobacco 580-Drugs 680-Alcohol	OSS (3 days)	OSS (3-5 days)	RE

### **Level III Behavior Offenses (Pre-K - 5<sup>th</sup> grade)**

Offenses which involve threats or acts against a person or property of another which seriously endanger the health and safety of others. Level Three offenses shall be dealt with by the administration. Contacting the parent and having a conference with the student is mandatory with any behavior violation.

<b>Coding for Level III Consequences</b>			
<b>LE</b>	<b>OSS</b>	<b>RAIt</b>	<b>RE</b>
Call to Law Enforcement	Out of School Suspension	Recommended for Alternative Placement	Recommended Expulsion (and possible Criminal Charges filed).
<b>Note:</b> Any student with serious criminal charges pending may be subject to recommendation for expulsion.			

<b>Behavior Offenses</b>	<b>PowerSchool Code</b>	<b>Consequences</b>
1. Extortion/Coercion/Blackmail – obtaining money or other things of value from an unwilling person, or forcing an individual to act through the use of force or threat of force	600	LE/OSS/RAIt/RE
2. Bomb Threat/Intentional false fire alarm	260/350	LE/OSS/RAIt/RE
3. Possession/Use transfer of dangerous weapons – any weapon, firearm, knife, gun, BB gun, pellet gun, mace, box cutters, instrument or article that might be injurious to a person or property	789	LE/OSS/RAIt/RE
4. Major vandalism exceeding \$100.00 in damage	760	LE/OSS/RAIt/RE
5. Assault – an intentional, unlawful act to do violence to another person	510/520	LE/OSS/RAIt/RE
6. Arson	500	LE/OSS/RAIt/RE
7. Use of/Possession/Possession with intent to distribute/Selling illegal drugs, prescription drugs, or alcoholic beverage, including paraphernalia/facsimile (materials passed as illegal drugs) and CBD oils and materials	570/580	LE/OSS/RAIt/RE
8. Forced Sexual Offenses	610	LE/OSS/RAIt/RE



### **WEAPONS - KNIVES (Student Action and Potential Consequences)**

As a reminder, students may be suspended or recommended for expulsion for first-time offenses or any act which is detrimental to the good order, best interest, and physical safety of the school. The student may be disciplined according to the nature and degree of the offense or act at the discretion of the administration.

<b>Weapon</b>	<b>Intent</b>	<b>K-2 Consequences</b>	<b>3-5 Consequences 1st Offense</b>	<b>3-5 Consequences 2nd Offense</b>	<b>3-5 Consequences 3rd Offense</b>
<b>Knife with blade less than 2"</b>	Possession (self -reported)	Parent Contact or Conference	Parent Contact or Conference	1-3 days OSS	RAIt/RE
	Possession (shown to others)	1-3 days OSS	3-5 days OSS	5+ days OSS	RAIt/RE
	Possession (threat to others)	5+ days OSS	RAIt/RE/LE	RAIt/RE/LE	RAIt/RE/LE
<b>Knife with 2.5" blade</b>	Possession (self -reported)	Parent Contact or Conference	Parent Contact or Conference	1-3 days OSS	RAIt/RE
	Possession (shown to others)	1-3 days OSS	3-5 days OSS	5+ days OSS	RAIt/RE
	Possession (threat to others)	5+ days OSS	RAIt/RE/LE	RAIt/RE/LE	RAIt/RE/LE
<b>Knife with 3" or greater blade</b>	Possession (self -reported)	Parent Contact or Conference	Parent Contact or Conference	1-3 days OSS	RAIt/RE
	Possession (shown to others)	1-3 days OSS	3-5 days OSS	5+ days OSS	RAIt/RE
	Possession (threat to others)	5+ days OSS	RAIt/RE/LE	RAIt/RE/LE	RAIt/RE/LE

### **Definitions**

<b>Alternative Placement</b>	A student who violates the rules set forth in the Code of Student Conduct may be assigned Alternative Placement as a consequence of poor behaviors. Placement may include assignment to home-based instruction. <b>**3<sup>rd</sup> – 5<sup>th</sup> Grades at Elementary Level.</b>
<b>Assault</b>	An actual offensive and intentional touching or striking of an individual, without use of a dangerous object or weapon, against his or her will, causing or intending to cause bodily harm.
<b>Bullying</b>	Per state law 59-63-120) A gesture, an electronic communication, or a written, verbal, physical, or sexual act that takes place on school property, at any school-sponsored function where the school is responsible for the child, or on a school bus or other school-related vehicle, at an official school bus stop and that:

	<p>a) a reasonable person should know, under the circumstances, the act(s) will have the effect of harming a student, physically or emotionally, or damaging the student's property, or placing a student in reasonable fear of harm to his person or damage to his property;</p> <p>or</p> <p>b) has the effect of insulting or demeaning any student or group of students in such a way as to cause substantial disruption in, or substantial interference with, the orderly operation of the school.</p>
<b>Cheating</b>	Academic dishonesty involving copying another student's work or allowing a student to copy your own work on homework, classwork, tests, exams, projects. Includes but is not limited to plagiarism, passing another person's work as your own.
<b>Computer Violation</b>	Unauthorized or excessive personal use of school computers and computing equipment. This includes but is not limited to accessing websites without permission, sending inappropriate emails/messages, deleting other students' files, or accessing unauthorized staff/student information.
<b>Contraband</b>	Items including but not limited to toys, lighters, matches, bullets, fireworks, stink bombs, which disrupt or distract from the learning process or pose safety hazards.
<b>Cutting class</b>	An unauthorized absence from an assigned class or related activity.
<b>Defiance</b>	Refusal to comply with a request from school staff/personnel.
<b>Disrespect</b>	Lack of courteous regard for another person.
<b>Disturbing class</b>	Behavior which disrupts the orderly educational process of school.
<b>Electronic device</b>	Device such as: cell phone, smart watches, iPod, head phones, handheld video game devices, etc.
<b>Extortion</b>	Attempting to obtain/obtaining money or other item(s) of value from an unwilling person or forcing an individual to act through the use of force or threat of force.

<b>Facsimile/Imitation Drugs</b>	A pill, capsule, tablet, or other item which is <b>not</b> a controlled substance, an alcoholic beverage, or illegal drugs, but which by appearance, including color, shape, size, marking or package, or by representations made, is intended to lead a person to believe that such a pill, capsule, tablet, or other item is a controlled substance, an alcoholic beverage, or marijuana.
<b>Fighting</b>	Actions involving serious physical contact where injury may occur. Two or more parties striking each other with the intent to cause bodily harm. A student who is assaulted and retaliates by hitting, striking, or kicking, may be disciplined for fighting.
<b>Forgery</b>	Signing someone else's name or using a signature which is not authentic.
<b>Gambling</b>	Participation in games of chance for money and/or other things of value.
<b>Ganging/Gang-related activities</b>	Group activity which involves intimidating, threatening, lynching, or physical violence.
<b>Harassing</b>	Repeated annoyance of students/staff.
<b>Hit/Kick/Push</b>	Horseplay, grabbing, pinching, nonaggressive punching or slapping, chasing, shoving, or other such low impact incident not severe enough to constitute a fight.
<b>Horseplay</b>	Rough or boisterous behavior that can unintentionally result in someone getting injured.
<b>Insubordination</b>	Failure to respond appropriately to written or verbal directions given by school personnel, chaperones/ volunteers, or law enforcement officers is considered insubordination. refusal to complete assignments, refusal to participate in school activities.
<b>Intimidating</b>	To frighten/inhibit another person.
<b>Intoxicating substance</b>	Any substance which, when used in sufficient quantities, ordinarily or commonly disturbs a person's mental or physical capacities, including but not limited to alcoholic beverages, drugs, controlled substances as defined by state law, certain prescription medications when not used in accordance with physician's orders, glue, paint or other substances.

<b>Larceny/Theft</b>	Taking materials that belong to students/staff/school. While both terms share the same definition, Theft may be considered the minor of the two, and classified as inappropriate behavior. Larceny should be considered the more serious offense, often with the stolen materials being of a higher monetary value.
<b>Laser pointer</b>	If used to inflict harm, it will be considered a weapon.
<b>Loitering</b>	To stand idly by without legitimate reason or business.
<b>Lynching</b>	Group activity involving physical violence.
<b>Misconduct</b>	Behavior not conforming to school rules/regulations.
<b>Non-forcible sex offense</b>	Unlawful, non-forcible sexual intercourse; or unlawful sexual exposure.
<b>Obscene/Profane</b>	Offensive or degrading
<b>Other Offenses</b>	Problem behavior not specifically listed or defined in the student code of conduct.
<b>Physical Altercation</b>	Any physical contact occurring with the intent to cause discomfort or an incidence of slight physical contact will constitute an altercation between students. Physical contact of a threatening or provoking nature to another student.
<b>Pornography</b>	Printed or visual material containing the explicit description or display of sexual organs or activity, intended to stimulate erotic rather than aesthetic or emotional feelings.
<b>Public Display of Affection</b>	Kissing, cuddling, necking or petting in public.
<b>Refusal to Obey/Defiance:</b>	Refusal to comply with established rules; disobedience or defiance of reasonable requests made by school personnel, chaperones/volunteers, or law enforcement officers. Refusal to accept consequences such as after school detention or failing to report to in school suspension.
<b>Restitution</b>	In the case of serious acts of vandalism, students shall pay for damage done to buildings, equipment or other property of the school, staff, or other students before returning to school.



<b>Sexual Harassment</b>	<p>Unwanted or unwelcome behavior of a sexual nature that includes touching, groping, patting, snapping a bra or pulling down someone's pants, as well as sexual or derogatory comments, sexually suggestive gestures or sounds, spreading rumors, offensive text messages or emails, or postings to social media.</p> <p><b>**Students should report all incidents of sexual harassment to administration immediately.</b></p>
<b>Threatening</b>	To assault or commit any act which would cause a reasonable person to be put in fear of danger or harm.
<b>Tobacco/Paraphernalia</b>	Use/Possession of tobacco products, including cigarettes, chewing tobacco, snuff, rolling papers, lighters, matches, e-cigarettes, vapors etc.
<b>Unauthorized Use of School Equipment</b>	Low-intensity misuse of property; tampering with equipment/impairing its usefulness. Tampering with a computer's settings; Using staff copy equipment; using vending machines not allowed for student use.

