

student handbook and the publication of the comprehensive rules, procedures, standards and code of conduct for each school.

P. The school system shall provide the Arkansas Division of Elementary Secondary Education (DESE) with the website address at which a copy of the policies adopted in compliance with Act 1029.

Discipline Rubric

The purpose of this rubric is to facilitate administering discipline in a fair, consistent, and transparent manner. The rubric is developed using all applicable board policies, local, state, and federal laws. The provisions of this rubric apply not only to within-school activities but also to student conduct on school bus transportation vehicles and during school-sponsored activities.

The infractions are divided into three (3) **Category Levels** based on the severity of negative behavior or code/policy violation. Each level progressively represents more serious types of infractions with Category 1 at the top of the chart being the least serious and Category 3 at the bottom of the chart being the most serious.

Each infraction has a corresponding **Level Response** on a continuum from one to three increasing in severity of consequences. Disabled students, as defined in state standards, who engage in inappropriate behavior are subject to this Discipline Policy, provided their rights to a free and appropriate public education are not violated. The individualized education plan (IEP) team for each disabled student should consider whether particular disciplinary procedures should be adopted and included in the student's IEP. Unless a student's IEP specifically states otherwise or the behavior is a manifestation of the student's disability, the student may be subject to the same behavior standards as all students. For frequent violations or serious infractions, support-centered interventions are recommended with the goal of helping students comprehend how and why to make positive behavior choices.

CATEGORY I

Item	Description
1	Detention Violation - -Failure to serve assigned detention or walkout
2	Electronic Devices - -Use of an Electronic device, including without limitation a telephone, wireless phone, or other wireless communications device, computer, pager, that causes disruption of the orderly operation of the school or educational environment

3	Electronic Devices (social media) - -Any social media that results in the substantial disruption of the orderly operation of the school or educational environment.
4	Inappropriate use of technology to include software, Internet, and hardware misuse
5	PDA - -Physical contact between students which violates standards of propriety, good taste, or rules and regulations established by the school
6	Distribution of unapproved petitions/flyers - -Distribution of printed materials not approved in advance by the principal (Note: the principal's sole basis for denying such distribution will be a sincere belief that possession or distribution of the materials will cause substantial disruption of school activities because of obscene or libelous language, personal attacks, or the method or time of distribution)
7	Weapons/Contraband - knife below 3" -Possession, use, or transfer of any knife less than 3 inches of length; other related contraband; pepper spray.
8	Failure to Identify - -Refusal to provide proper identification, or providing false identification, to any school employee
9	Gambling - -Games of chance conducted at school or at a school activity (except as a part of regular classroom instruction) where money or other valuables may be won or lost
10	Drugs - prescription medication - -Possession or use of prescription medication (prescribed to the student) without authorization from the school nurse
11	Drugs - OTC medication - -Possession or use of non-prescription medication
12	Tobacco, tobacco products, e-cigs, vapes - -Possession, transfer, use of tobacco or tobacco products/paraphernalia including e-cigarettes non THC or other drugs
13	Provoking a fight - -One person hitting or throwing punches without serious bodily harm. Unnecessary confrontation includes but is not limited to verbal threats instigating a confrontation or physical contact that can cause bodily injury but is not a fight or an assault, such as pushing, shoving, etc.
14	Fighting - -Reciprocal exchange of blows without weapon between two people
15	Inciting or videoing a fight - -Witnesses who do not report the fight, get adult aide, seek intervention, and/or who stand around and video the fight.
16	Sexual Misconduct - -Any consensual act between two or more persons involving the touching, directly or through clothing, of the sex organs, buttocks, or anus of a person or the breast of a female. * Reference Arkansas Code 5-14-101
17	Sexual Harassment - -Any unwanted and unwelcome sexual behavior (physical or verbal). Examples can include: petting, pinching, grabbing, indecent gesture, sexual remarks, jokes, innuendoes, illustrations, cartoons, or making someone the target of sexual rumors
18	Deliberate exposure of sex organs/private body parts -
19	Pornography possession - -Possess, view, distribute or electronically transmit sexually explicit or vulgar images, messages, representations,

	whether electronically on a data storage device, in software, or in a hard copy image form.
20	Bullying and/or Harassment- Cyber Bullying - -Any of the behaviors described under bullying and harassment when occurring in a cyber-environment.
21	Bullying and/or Harassment- Comments - -Sarcastic comments "compliments" about another student's personal appearance or actual or perceived attributes, doxing, pointed questions intended to embarrass or humiliate, mocking, taunting or belittling, non-verbal threats and/or intimidation, demeaning humor relating to a student's race, gender, ethnicity or actual or perceived attributes,
22	Bullying and/or Harassment- Actions - -Blackmail, blocking access to school properties or facilities; doxing; stealing or hiding belongs; threats to harm student possessions or others
23	Extortion to students - -Effort to obtain money or other materials or services of value through force or intimidation
24	Extortion to staff -
25	Theft - -Stealing school or personal property from school employees or other students while on a school campus or at a school-related activity.
26	Trespassing or being on school grounds/school bus while under suspension. This includes, but is not limited to, attending events while serving disciplinary consequences.
27	School Property Violation - -Willfully or intentionally damaging, destroying, defacing, or stealing school property; refusal to pay for lost or damaged property. Consequences are based on the extent of the damage.
28	Possessing fireworks - -Possession of any explosive, chemical, or decorative pyrotechnic device on school property or at a school activity includes lighters and matches.
29	Mob Action - -Two or more students acting "as one" to break rules, disrupt the school, etc.; Acting with a mob mentality; Acting as a group for disruption
30	Inappropriate language or gestures to students - -Language or gestures (directed at students) which violate common standards of decency and good taste
31	Inappropriate language or gestures to staff - -Language or gestures (directed at staff) which violate common standards of decency and good taste
32	Disruptive Behavior - -Any interference with the proper conduct of a school, a school activity, an individual class; false alarms; attempts to prohibit or discourage attendance by others at school or a school activity; attempts to encourage others to violate school rules or policies; refusal to identify others engaged in unlawful or disruptive acts ; failure to divulge information regarding such acts; throwing dangerous objects; reckless behavior Running in hallways, littering, presence in restricted areas, and inappropriate behavior in schools activities or assemblies. Insubordination - -Willful and intentional refusal to comply with any reasonable request from a school employee. Providing false information. Impersonating a guardian for check-in/out purposes. Refusal to wear a face covering when required and after multiple requests are insubordination. Forgery of official documents or signatures on official documents - -Providing falsified documents. Action that incites misbehavior – -Conduct that is unwarranted and reasonably interpreted as demeaning or offensive. Conduct that violates common standards of decency. Inappropriate behavior as determined by the administration. Occupying a RR stall with more than one person. Disrespect (directed to students or staff) - -Rudeness, name-calling, inappropriate gestures, or other actions

	intended to show a lack of respect for any student.
33	Academic Integrity - -Conduct that fails to achieve academic integrity includes, but is not limited to: cheating, fabrication and falsification, plagiarism, facilitating academic misconduct, tampering with materials/grades/records, or violation of copyright laws
34	Vehicle Violation - -Any unsafe, reckless, or otherwise inappropriate operation of an automobile, truck, motorcycle, bicycle, skateboard, golf cart, non-licensed vehicle, or other vehicle of any type on school property or traveling to or from school.
35	Bus: Serious Infractions - -Failure to comply (disrespectful, talking back, lying) with bus driver or other adult's instruction; horseplay and spitting; throwing objects at, within, or out of bus; sticking objects or body parts out of the window/door; damage, theft, or pilfering < \$100; spraying of cologne /fragrances; misuse of electronic devices, phones, cameras etc.
36	Bus: Severe Infractions - -Full or partial nudity; sitting in driver's seat/tampering with controls or equipment, interfering with driver; fighting/Assault (or hitting, biting, pushing); vandalism, damages, or theft > \$100; tobacco use or possession

CATEGORY II

Item	Description
37	Bus - Minor Misconduct - -Boarding or exiting the bus unsafely (includes crossing in front of or behind the bus); standing while bus is in operation or not being properly seated; obstructing an empty seat, door, stairs or aisle; making excessive noise; disturbing, insulting, or harassing other students; public display of affection (PDA); eating, drinking, chewing gum; using profane or obscene language or gestures; littering; any action that causes disturbances or distractions; standing or playing in the roadway; getting off at incorrect bus stop; bringing animals on the bus.
38	Truancy - -Intentionally missing class or not being present where one is supposed to be. Examples include, but are not limited to: attending the wrong lunch; presence in a parking lot without permission; not returning to class following travel time, leaving class without permission, leaving or returning to campus with or without a parent without signing in/out at the office, etc.
39	Parking Violations – Forms - - Parking in a handicap space or unassigned parking space. Parking in the student or teacher lot without a permit or parking illegally.
40	Dress Code Violation - -Students shall not practice a mode of dress, style of hair, or standard of personal grooming that will present a health or safety hazard or cause disruption or disturbance to the educational process; students shall not wear obscene, vulgar, or offensive language on clothing; A student will be detained in ISS or other capacity until they can go home or correct the violation.
41	Tardy - -Students who are late to a class, but miss less than 30 minutes of that class period at any point, will be considered tardy for the period. This consequence ensues at every interval of 3 tardies to a given class.
42	Student ID Badge - -Failure to wear school ID or defacing ID badges.

CATEGORY III

Item	Description
43	Weapons and Dangerous Instruments – -Possession or transfer of any firearm; knife 3” or longer; razor; box cutter; nun chucks; explosive; Taser or other instrument that uses electrical current; or any other instrument or substance capable of causing bodily harm.
44	The use of an imitation weapon of any kind to threaten or intimidate - -See item 45.
45	Threat - -Verbal or physical intimidation of, threats toward, or verbal abuse of a student or school employee (including verbal or physical harassment, hazing, or other activities intended to threaten, frighten, shame, or disgrace and including any harassment based on race, religion, ethnic origin, gender, or handicap) *Reference Arkansas Code 6-18-502 Unfounded Threat ----- Low Risk Threat----- Moderate Threat----- High Risk Threat----- Imminent Threat----- Direct Threat-----
46	Bomb Threat - -See item 45.
47	Threat to staff - -See item 45.
48	Drugs – large-scale distribution -Distribution or intent to distribute to more than one person, intent to sell to one or more person(s), or conspiracy to distribute;
49	Drugs - distribution -Distribution to a single person or small scale distribution
50	Drugs - possession and under the influence - -Possession and use (including being under the influence of a drug) of a controlled substance and/or drugs as defined by Arkansas law
51	Drugs - look-a-like, paraphernalia, inhaling solvents, aerosols, etc - -Possession, use, being under the influence, or transfer of drug look-a-like products, analogs, solvents, aerosols, nitrates, anesthetics which are not manufactured for the purpose of inhalation, CBD, CBD products, and mood altering substances of any kind (legal or illegal).
52	Alcohol - -Possession, sale, use, or being under the influence of alcohol
53	Assault - serious bodily injury -Assault without a weapon resulting in severe harm: an assault which intentionally, knowingly or recklessly causes bodily injury to another person requiring medical attention
54	Assault – without serious bodily injury -Assault without a weapon; aggressively touching anyone without their permission.

55	Assault with a weapon
56	Performance of sex act
57	Commission of a crime (felony) - -Commission of a crime (felony anywhere) i.e. but not limited to rape, arson, bomb threat, sexual assault, grand larceny; Whose presence on campus would be a disruption to school and/or endanger the welfare of students
58	Detonating fireworks - -Detonating fireworks, chemical devices, or use of explosives
59	Gang Related Activities - -Gangs or gang-related activities, including belonging to secret societies of any kind, are forbidden on school property. Gang insignias, clothing, "throwing signs" or other gestures associated with gangs are prohibited
60	Bus: Criminal or Illegal Acts- -Any action that leads to a bus accident; possession or use of weapons or other prohibited items (including laser lights); lewd or indecent acts; possession of illegal substances; threatening or causing injury to another person (bullying and/or harassment); alcohol use or possession; bomb threat or terroristic threat

Suspension Procedures

Students who are not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, will strive to find ways to keep students in school as participants in the educational process. There are instances, however, when the needs of the other students or the interests of the orderly learning environment require the removal of a student from school. The Board authorizes the principal to suspend students for disciplinary reasons for a period not to exceed ten (10) school days, including the day upon which the suspension is imposed. The suspension will be out of school. A student may be suspended for behavior including, but not limited to that which: is in violation of school policies; interferes with the safe and orderly educational environment; will result, administrators believe, in substantial interference with a safe learning environment; and/or is insubordinate, incorrigible, violent, or involves moral turpitude. The principal will decide whether or not to suspend a student who will be given written or verbal notice of the charges. If the student denies the charges, he/she shall be given an explanation of the evidence against him/her and be allowed to present his/her version of the facts. If the principal finds the student guilty of misconduct, he/she may be suspended.

When possible, notice of the suspension, its duration, and any stipulations for the student's re-admittance to class will be given to the parent/legal guardian or the student if age 18 or older prior to suspension. Such notice shall be handed to the parent/legal guardian(s), or to the student if age 18 or older or mailed to the address in school records. Generally, notice and hearing should precede the student's removal from school, but if not feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, the necessary notice and hearing should follow as soon as practicable.

Out-of-school suspensions shall be treated as unexcused absences, and during the period of suspension students will not be permitted on campus except to attend a student/parent/administrator conference. **Students may ask for any assignments missed due to an Out of School Suspension. Those assignments will be due upon return to school.** Suspensions initiated by the principal may be appealed to the CEO. Legal References: A.C.A. § 6-18-507; Goss v. Lopez , 419 U.S. 565 (1975)

Expulsion Procedures

The AAA Board of Education may expel a student for longer than ten (10) school days for violation of the school's written discipline policies. The CEO may make a recommendation of expulsion to the Board for student conduct deemed to be so serious that suspension would be inadequate, or where the student's attendance at school would disrupt the learning environment or pose a danger to the welfare of other students or staff. The CEO shall mail a written notice to the student's parent/guardian explaining the reason and length of time that the student is being recommended for expulsion to the Board. The notice shall give the date, hour, and place where the Board will consider and dispose of the recommendation.

The hearing shall be conducted not later than ten (10) school days following notice date, except that representatives of the Board and student may agree in writing to a date not conforming to this limitation. The President of the Board or other designated Board member shall preside at the hearing. The student may choose to be represented by legal counsel. The hearing shall be conducted in open session of the Board unless the parent, or student if age 18 or older, requests the hearing be conducted in executive session. Any action taken by the Board shall be in open session. During the hearing, the CEO will present evidence, including the calling of witnesses, which gave rise to the recommendation of expulsion. The student may then present evidence including statements from persons with knowledge of the events relevant to the charges against the student. Formal cross-examination will not be permitted. However, any member of the Board, the CEO, the student, or representative may question the student or anyone else making a statement. The presiding officer shall decide questions concerning the appropriateness or relevance of questions asked during the hearing.

The CEO shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm or other weapon prohibited on school campus by law; however, the CEO has the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents/guardians enrolling from another school after the expiration of an expulsion period for a weapons policy violation shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a weapon on school property. The parents or legal guardians shall sign a statement acknowledging they have read and understand said laws prior to the student being enrolled in school. The CEO and the Board of Education shall complete the

expulsion process of any student that was initiated because the student possessed a firearm or other prohibited weapon on school property regardless of the student enrollment status. Legal Reference: A.C.A. § 6-18-50

Off Campus Misconduct

The school administrators may take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school reputation, discipline, the educational environment, or the welfare of the students and/or staff. A student who has committed a criminal act while off campus and whose presence on campus could cause a substantial disruption to school or endanger the welfare of other students or staff is subject to disciplinary action up to and including expulsion. Any disciplinary action pursued by the school shall be in accordance with the student's appropriate due process rights.

Dress Code

Dress Code Infractions

“The general Assembly hereby finds and determines that the clothes and footwear worn by students in the public schools often preoccupy and distract students from their major purpose for being in school: that of becoming educated in math, science, English, history, and other subjects. The General Assembly further finds that student competition over clothes and footwear has, in several instances, led to violence and injuries during school hours; whereas, in those Arkansas schools that have adopted school uniforms, disparities in student socioeconomic levels are less obvious and disruptive incidents are less likely to occur.” Arkansas Code 6-18-102 (a)

Students are not allowed to wear, while on the grounds of AAA during the regular school day or at school-sponsored activities and events, clothing that exposes underwear, buttocks or the breast of a female.

Arkansas Code 6-18-503 (c) (1)

Violations to the dress code will result in disciplinary actions that does not discriminate against a student on the basis of his or her race, color, religion, sex, disability or national origin.

Arkansas Code 6-18-503 (c) (4)

A student's appearance or mode of dress or cleanliness will not be permitted to disrupt the educational process or constitute a threat to health or safety. When, in the judgment of a principal, a student's appearance or mode of dress disrupts the educational process, or constitutes a threat to health or safety, the student will be required to make modifications.

Self-expression and individuality are encouraged at AAA. The dress code is designed to be applied to all students without distinction to gender. Dress-code guidelines are not intended to be overly restrictive or to inhibit expressions of style, but rather to ensure that the schools are safe, healthy, and free of distractions. Parents and students are expected to see that the guidelines are followed so that few disputes should arise. In cases where violations are identified, the decision of the building administrators shall be final. The main office will have a supply of alternative clothing on hand that students may borrow for the day if they are violating school dress code.

The following dress code will be enforced:

- Hoodie hoods are not allowed inside the building. Hats, bandanas, and other head coverings are allowed. If the head covering is a distraction, the administrator has the right to ask the student to remove it.
- Cosmetic theatrical make-up or cosplay make-up should not be worn outside of special events. This includes headbands with ears, tails, or other animal-like

costumes. The administrator makes the determination of what is and what is not a costume.

- Midriffs should not be visible.
- Students are prohibited from wearing clothing while on school grounds during the school day and/or off campus at school-sponsored activities and events that exposes underwear, buttocks, or breasts. This includes sheer clothing that otherwise covers undergarments. **Note:** This does not apply to costumes or uniforms in a school sponsored activity or event. Legal reference: Act 835 of 2011
- Skirts and shorts should be a reasonable length (minimum of 3-inch inseam) with students able to move comfortably without making undergarments visible. Holes in clothing should not reveal any part of undergarments or areas of the body that would be covered by undergarments.
- Garments may be sleeveless provided no undergarments are visible and breasts are not exposed.
- Shoes must be worn while at school. Slippers should not be worn on campus. Cleats or dance shoes may only be worn in the appropriate class. Shoes may not have built in wheels (wheelies).
- No clothing with lewd or suggestive slogans, including gang-related, tobacco, drugs, alcohol ads/emblems; No pants with words on the seat.
- Clothing should have no lettering or pictures portrayed that could be deemed offensive to public morals or discriminatory in nature including hate speech or negative portrayals of race, gender, or sexuality.
- Costumes and pajamas are prohibited attire unless students are participating in approved Spirit Day activities.
- Props, stuffed animals, blankets, capes, and other large unacademic-related items are not permitted on campus.
- No flags are allowed on campus
- Final dress code determinations are made by the administrators.

Special Event Dress Codes

The dress code above should be adhered to for school events that are not during the school day. For formal events, the following guidelines apply: dresses may not be cut below the bust line, midriffs may not be exposed, dress slits may not exceed mid-thigh, and backless dresses are allowed as long as not cut below the navel.

Graduation

Prior to the graduation ceremony, faculty will check seniors for proper dress (dresses, skirts, or slacks; no flip flops) as it is required for ceremony participation. Remember your cap and gown demonstrate unity. This is a day you and your family have worked hard for. Show your appreciation for their efforts, the efforts of your teachers, and your

own hard work by dressing appropriately. Caps may be decorated with approval from an administrator. Submit a description of your cap design to the administrator at least 1 week before graduation to gain approval.