

Section: **STUDENTS**

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EXCEPTIONAL MISCONDUCT/PROHIBITED STUDENT CONDUCT

Any conduct which materially and substantially interferes with the educational process is prohibited. The following acts are specifically prohibited on school grounds, on school sponsored transportation, and at school events off school grounds and will lead to disciplinary action. This list is not intended to be exclusive.

The conducts listed above have been judged following consultation with the ad hoc citizens' committee to be so serious in nature and/or so serious in terms of the disruptive effect upon the operation of the school(s) that students may be subject to a long-term suspension for a first-time offense.

Any elementary or secondary student who is determined to have carried a firearm onto, or to have possessed a firearm on public school premises, public school provided transportation or areas of facilities while being used by public schools shall be expelled from school for not less than one year under RCW 28A.600.01 RCW 28A.600.420.

A. Academic Dishonesty/Plagiarism

Knowingly submitting the work of others represented as the student's own or assisting another student in doing so, or using unauthorized sources.

Cheating is an act of deception in which you misrepresent mastery of information on an academic exercise that, in fact, has not been mastered. Examples include, but are not limited to:

- Copying work from another student, allowing another student to copy your work or collaborating during a test without instructor permission;
- Using a textbook or other course materials, including prepared materials, i.e., notes, during a test without instructor permission;
- Selling or buying or otherwise obtaining all or part of a test before it is administered or during its administration, or bribing someone to obtain an un-administered test, including answers;
- Taking a test for someone else or permitting someone else to take a test for you.
- Changing, altering or being an accessory to the changing and/or altering of a grade in a grade book or on a test, assignment, change of grade form or any other academic record;

- Using information obtained from the Internet without citing the source.

B. Alcohol or Drugs or Paraphernalia--Possession or Use of

A student shall not possess, use, or be under the influence of any narcotic drug(s), mood altering chemicals, alcoholic beverages, legend drugs, anabolic steroids, stimulants, hallucinogenic drug(s), amphetamines, barbiturates, marijuana, inhalants, caffeine pills, diet pills, sleeping pills, or any substance purported to be one of the above, or any substance, legal or illegal, that induces mood or behavior changes. A student shall not possess any paraphernalia (equipment, materials, or apparatus used for drug use). These restrictions apply during school time, on school property, during school-sponsored events, or while in transport under district supervision to or from school and/or any school-sponsored activity.

The use of medication or over-the-counter medication prescribed for the individual student and used in accordance with the specific directions of the student's licensed medical practitioner and in accordance with school procedures, shall not be considered a violation of this policy. (Also see Regulation 2121, Drugs or Alcohol or Paraphernalia Sanctions.)

C-1. Alcohol or Drugs – Sale or Delivery

Students shall not offer, distribute and/or sell any narcotic drug(s), mood altering chemicals, alcoholic beverages, unlawful drugs, legend drugs, anabolic steroids, stimulants, hallucinogenic drug(s) amphetamines, barbiturates, marijuana, inhalants, caffeine pills, diet pills, sleeping pills, or any substance purported to be one of the above, or any substance, legal or illegal, that induces mood or behavior changes, during school time, on school premises, or during school-sponsored activities. (Also see Regulation 2121, Drugs or Alcohol or Paraphernalia Sanctions.)

The sale or delivery of medication prescribed for the individual student or others is a violation of this policy.

C-2. Alcohol, Drugs or Paraphernalia – Solicitation of

Students shall not solicit alcohol, drugs, or paraphernalia while on school grounds. Solicitation is defined as the willful request to purchase, trade, or obtain alcohol, drugs, or paraphernalia (as those defined in Procedure 3240, Section A, Alcohol or Drugs or Paraphernalia – Possession or Use, and Section B-1, Alcohol or Drugs – Sale or Delivery) by any means, which includes verbal, written, or electronic communications. (Also see Procedure 2121, Drugs or Alcohol or Paraphernalia Sanctions.)

D. Arson/Reckless Burning

Setting fire to a building or property.

E. Assault/Threat of

The use of excessive physical force or threatening the use of physical force against another person, including use of a weapon or other instrument for the purpose of inflicting injury.

F. Assault – Simple

Unconsented-to touching or application of undue force to another person that results in minor or no injury to the other person.

G. Attendance

Failing to comply with building and/or district guidelines setting forth class and school attendance. See building handbooks for interpretations.

H. Bomb threat

Threats to bomb or damage any public school building facility or property.

I. Closed Campus Violation

Leaving the school grounds after arrival or prior to dismissal or without permission by school personnel.

J. Criminal Acts

Committing a criminal act as defined by law.

K. Dangerous Behavior

Behavior that could result in discomfort, harm, or injury to oneself or others.

L. Destruction of Property/Vandalism

Intentional damage of school property or the property of others.

L. Displays of Affection

Acts or expressions which are objectionable including but not limited to kissing, extended hugging, etc. See also *GG Harassment - Sexual

N. Disruptive Conduct

Use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct to cause the substantial and material disruption or obstruction of any lawful mission, process, or function of the school.

O. Dress and Appearance of Disruptive Nature

Students' appearance shall be clean, neat, safe, appropriate, and shall not disrupt the educational process. Students at Kelso schools whose appearance, grooming, and/or apparel is not suitable shall be detained from classes, sent home to remedy the concern, and/or disciplined.

The type of dress, apparel, activities, acts, behavior, or manner of grooming displayed, reflected or participated in by the student shall not:

1. Lead school officials to reasonably believe that such behavior, apparel, activities, or acts are distractions that would inhibit, disrupt, or interfere

with the school learning environment, activity, or educational objectives of the school.

2. Present a physical safety hazard or behavior to oneself, other students or other personnel.
3. Create an atmosphere in which a student, staff, or other person's well-being is hindered by undue pressure, behavior, intimidation, overt gesture, or threat of violence.
 - a. Footwear: All students must wear some type of shoes or sandals. Shoes or shoe devices must be neat, clean and in good repair and shall not cause damage or unusual wear to school floors.
 - b. Clothing and Attire: All students must wear clothing that is safe. Attire that endangers personal safety such as jewelry, apparel, pins, spikes, connecting chains, and patches that promote gangs, drugs, profanity, racism, slander, or intimidation are not permitted. All students must wear clothing that does not disrupt or interfere with the learning environment. Outfits that are too revealing or suggestive, such as halter tops, half shirts, bathing suits, low-riding pants/shorts, tube tops and see-through/mesh clothing are not permitted.
 - c. Head Coverings: Head coverings or partial coverings that are disruptive and/or violate guidelines established as safe and appropriate apparel will not be allowed at school during normal school day hours. Bandannas and "do-rags" are not permitted at any time. Specific student concerns may be granted variances by the administration.
 - d. Inappropriate Logos – Advertisements: No student while on school district grounds or while attending school-sponsored activities shall wear, possess, use, distribute, display, or sell any clothing/items that advertise display, promote, represent or depict dangerous activity, tobacco, alcoholic beverages, racism (e.g. confederate flags, swastikas, etc.), obscenities, illicit drugs, gang activity, gang attire, or sex. Students not suitably dressed at school shall be detained from classes and sent home until they are properly attired. Notebooks and/or other personal belongings that advertise, display, promote, or represent tobacco, alcoholic beverages, obscenities, racism, illicit drugs, and sex shall be confiscated and students will be disciplined. Items that represent or promote racism such as confederate flags, swastikas, etc., are unacceptable, and will be confiscated. Students in

possession of these items will be subject to discipline that may include suspension and/or expulsion.

See also Y., Gangs, Gang Activity, and AA., Harassment, Intimidation and Bullying.

P. Driving – Negligent/Reckless

Driving in an unsafe manner on school grounds.

Q. Electronic Devices – Disruptive or Inappropriate Use of

A student shall not use electronic devices such as, but not limited to, computers, cell phones, cameras, i-Pods, or other communication and/or electronic devices that transmit or store electronic messages, pictures or video in a disruptive or inappropriate manner at school or school-sponsored activities or events or while a passenger in district vehicles. Many of the schools have specific guidelines for the use of these devices.

R. Explosives – Possession of Use of

Anything tending or serving to explode, such as fire crackers, bullets.

S. Extortion

The wrongful taking of a person's money or property with his/her consent but by the use of threat or violence.

T. Failure to Cooperate

Repeated failure to comply with or follow reasonable lawful directions or requests of teachers, school staff or volunteers serving in a supervisory position. This includes, but is not limited to non-compliance, defiance and disrespect.

U. False Accusations

Untrue charges of wrong-doing.

V. False Alarm

Activating a fire alarm for other than the intended purpose of the alarm.

W-1. Fighting

Intentionally causing or attempting to cause physical injury or intentionally behaving in such a way as could reasonably cause physical injury to another person.

W-2. Inciting a Fight/Assault

Encouraging others to fight or assault another through words and/or actions.

X. Forgery/Falsification of Documents

Altering or falsifying times, names, dates, grades, and addresses.

Y. Gangs/Gang Activity

The Board of Directors is aware of the public existence of gangs which are involved in illegal, intimidating and harassing conduct and the Board hereby determines that such gangs and the expression of such gang membership cause or are likely to cause disruption in the school environment and present a threat to the health and

safety of students and school personnel. "Gang" means a group which: (a) consists of three or more persons; (b) has identifiable leadership; and (c) on an ongoing basis, regularly conspires and acts in concert mainly for criminal purposes. Any such activity or expression by students is prohibited while they are subject to the disciplinary control of the school district. Therefore, no student on or about school property or in any place involving a school-related activity:

1. Shall wear, possess, distribute or display any clothing, jewelry, sign or any other thing, which by virtue of its color, arrangement, symbol, or any other attribute, is evidence of membership of affiliation in any such gang; or imply gang membership or affiliation by written communication in conjunction with other "elements" indicating gang activity with marks, drawing, painting, design, emblem upon any school or personal property or one's person that is disruptive or interferes with the school environment, and/or activity, and/or educational objectives and/or process.
2. Shall use any speech, gesture, conduct, or commit any act or omission in furtherance of the interests of any such gang or such gang activity, including, but not limited to:
 - a. soliciting others for membership in any such gang;
 - b. pressuring, intimidating, threatening or harassing any person, individually, or creating an atmosphere or environment of undue pressure which can reasonably be expected to interfere with the physical or mental well-being of others;
 - c. committing any other illegal act or other violation of school district policies;
 - d. inciting or provoking or actively seeking other students to act with physical force or violence or mental harassment of others.

See also (O) Dress and Appearance of Disruptive Nature and (AA) Harassment, Intimidation and Bullying

Z. Harassment – Disability

Offensive behavior that is based on a disability and interferes with or creates a hostile educational environment.

AA. Harassment, Intimidation and Bullying

Intentional written, verbal, physical act, or electronically transmitted message or image (including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability, or any other distinguishing characteristics,) when the

intentional written, verbal, physical act, electronically transmitted message or image:

- Physically harms a student or damages the student's property; or
- Has the effect of substantially interfering with a student's education; or
- Is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or
- Has the effect of substantially disrupting the orderly operation of the school. See also (Y), Gangs, Gang Activity, and (O) Dress and Appearance of Disruptive Nature.

BB. Harassment, Intimidation or Threats to School Staff

Intentional written, verbal, physical act, or electronically transmitted message or image (including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation or mental or physical disability, or any other distinguishing characteristics) or, one shown to be intended to impact the authoritative relationship between the school and student directed towards an employee of the school district when the intentional written, verbal physical act, electronically transmitted message or image:

- Physically harms a staff member or damages the staff member's property; or
- Has the effect of substantially interfering with the staff member's ability to perform the duties of their job; or
- Undermines the staff member's authority to control student behavior in the school; or
- Has the effect of substantially disrupting the orderly operation of the school; or
- Is intended as retribution for an unfavorable grade or disciplinary action; or
- Is intended to deter a staff member from future unfavorable grading or disciplinary action.

CC. Harassment – Racial or Discrimination

Harassment or discrimination of an individual(s) on the basis of age, disability, national origin, race, marital status, religion, sex, or socio-economic status by words, in writing, by gestures, or actions.

DD. Harassment - Sexual

Sexual harassment does not refer to casual conversations or compliments of a socially acceptable nature. It refers to behavior which is unwelcome, offensive, and which interferes with effectiveness or creates uneasiness in the education and work environment.

For the purpose of this definition, sexual harassment may include conduct or communication that involves adult to student, student to adult, student to student, adult to adult, male to female, female to male, male to male, and female to female.

Sexual harassment consists of unwelcome sexual advances; and/or requests for sexual favors; and/or sexually-motivated physical contact; and/or other verbal or physical conduct or communication of a sexual nature if:

1. submission to such conduct or communication is made a term or condition either explicitly or implicitly, of obtaining an education or employment; and/or;
2. submission to or rejection of such conduct or communication by an individual is used as a factor in decisions affecting that individual's education or employment; and/or
3. such conduct or communication has the purpose or effect of unreasonably interfering with an individual's education or work performance or creating an intimidating, hostile, or offensive education or work environment.

Under Title IX, peer sexual harassment among students is a form of prohibited sex discrimination where the harassing conduct creates a hostile environment.

Unwelcome sexual advances, requests for sexual favors, and other verbal, written, electronic or physical conduct of a sexual nature constitutes sexual harassment when the conduct is sufficiently severe, persistent, or pervasive to limit a student's ability to participate in or benefit from the education program, or to create a hostile or abusive educational environment.

It shall be the responsibility of staff members to intervene on behalf of the student(s) by reporting known sexual harassment immediately to the building administrator or designee. There is no need for a complaint, either formal or informal, for sexual harassment that has occurred.

Such conduct, whether committed in the education environment or district workplace by employees, students, volunteers, parents, or guardians, is specifically prohibited. This may include, but is not limited to:

- making sexually suggestive remarks, gestures, jokes or teasing;
- pressure for unwanted companionship, contact, dates or sexual activity;
- disparaging remarks about one's gender, sexually demeaning terms for females or males
- hazing, pranks or other intimidating behavior toward others because of gender;
- deliberate and/or unwelcome touching such as impeding or blocking movement, cornering, pinching, pulling on clothing, kissing or fondling;
- displaying or distributing electronically or otherwise, derogatory and/or offensive sexual materials such as posters, cards, pictures, cartoons, graffiti, drawings, or clothing;

- using the media for unwanted communications such as letters, phone calls, E-mail, text or instant messaging, FAX, or other technology;
- spreading rumors about a person's private sex life;
- unwanted communications about personal sexual experiences;
- requests for sexual favors in exchange for rewards such as grades, promotions, money, and/or personal gain.

For complaint process, disciplinary actions, false accusations, remedies, non-retaliation, dissemination, interpretation, and internal review, please refer to Policy 3207, Prohibition of Harassment, Intimidation and Bullying.

EE. Intentional Misuse of School Equipment/Supplies/Facilities

Deliberate abuse and/or misuse of school equipment, supplies, or facilities, including failure to follow safety rules established for laboratory instructional areas.

FF. Multiple Minor Accumulated Incidents

Discipline for culmination of multiple minor infractions that both occurred throughout the school year and individually would not rise to the severity of meriting a short-term or long-term suspension or expulsion.

GG. Robbery

The taking of the property of another by violence or intimidation.

HH. Sexual Misconduct/Lewd Behavior

Any indecent or obscene act or expression of sex or of a sexual nature, whether verbal, non-verbal or electronic. Creating, possessing, accessing, recording, posting, publishing or distributing on school grounds libelous, tasteless, obscene, pornographic or disruptive materials.

II. Swearing/Inappropriate Language

The use of vulgar or profane language by students on school property, whether spoken, written, or gestured.

JJ. Technology – Unauthorized Use of

Tampering with electronic hardware, data files, or software or unauthorized access to, or use of, such technology.

KK. Theft or Possession of Stolen Property

A student shall not carry away the personal goods or property of another person or the school district.

LL. Tobacco – Possession, Use of Distribution of Tobacco or Related Paraphernalia

A student shall not carry, smoke, distribute or offer any kind of pipe, cigar, cigarette, or any other lighted smoking equipment or material, nor shall students chew or sniff tobacco products or any substance purported or appearing to be one

of the above at school or school sponsored events/activities, or while a passenger in district vehicles, or on school property.

MM. Trespass

A student shall not gain unauthorized entry, be present in an area(s) without permission of school authorities and/or gather without permission upon the property of the school district. Students serving a short-term, long-term, emergency expulsion or expulsion are not allowed on any school district property until completion of the consequence unless prior permission is granted by a school administrator.

NN. Verbal Abuse

The use of vulgar or profane language by students to intimidate or harass on school property and/or at school activities whether spoken, written or gesture.

OO. Weapons

The possession, use, transmission, or transporting of any object that could reasonably be considered a firearm or a dangerous weapon; and the possession of any exploding item or device that would be capable of producing bodily harm, damage to property or disruption of the educational process.

Student Conduct on School Buses

Student conduct on riding school buses:

1. The driver is in full charge of the bus and students. The students must obey the driver.
2. Students shall ride their regularly-assigned bus at all times, unless permission has been granted by parent/guardian and school authority. Choice or non-regular students may not be allowed to ride if an overcrowding condition could exist. Unless by written permission of school authorities, a student shall not depart from the bus except at his/her regular stop.
3. Students are to maintain orderly conduct at all times. The driver has the right to assign a seat.
4. Students are to assist in maintaining clean buses by keeping waste off the floor.
5. For the safety of the students, eating is not allowed unless prior authority has been granted by the driver.
6. Students will not use any tobacco products on the school bus or at the school bus stop. Lighters and matches are not allowed.
7. Students will not possess, use, or be under the influence of, or sell illegal substances.

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8. Bus windows will be kept closed on all school grounds and thereafter opened only when permission has been granted by the driver. Students shall not at any time extend head, hands, or arms out the windows whether the school bus is in motion or parked.
9. Students shall have nothing in their possession which may cause injury to another, such as sticks, breakable containers, any type of firearms, lasers, straps or pins extending from their clothing. Also, animals, other than "seeing eye" dogs, will not be permitted on the bus.
10. Each student is responsible for keeping their backpacks, books, instruments and personal belongings out of the aisle. Special permission must be granted in advance by school authorities to transport large items. Items transported with permission must be secured.
11. Students will not be allowed to talk to the driver more than is necessary.
12. Students shall not sit in the driver's seat nor shall any student be to the immediate left or right of the driver.
13. Students are to remain seated while the bus is in motion and are not to get on or off the bus until it has come to a complete stop.
14. Students must board and disembark the bus in an orderly manner. Students must not cross the roadway until consent by the driver. Students should be in view of the driver at all times. Students must cross in front of the bus ONLY, never behind it.
15. Students cannot stand or play in the roadway while waiting for the bus. Students should leave home early enough to arrive five minutes before the bus is due. Students need to exercise safety at the bus loading area.
16. Students will not use cell phones while riding the bus if the driver determines the use of a cell phone and other electronic devices is causing a safety issue or disruption. The student will be required to immediately comply with the driver's instructions.

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