

# 2023-2024 Wynne Schools Discipline Policies

## **Maintaining Academic Integrity**

In accordance with the mission statement of Wynne High School, students are to be independent thinkers, responsible, and held to high standards. Therefore, we strive to impress consciousness of academic integrity and honesty upon our students, as well as respect for the works of others.

**Plagiarism** is a form of academic dishonesty that is taken very seriously. In efforts to prepare our students for the higher levels of education, as well as the workforce and the consequences that are set for dishonesty in these places, we adhere to our plagiarism policy regarding any such forms of plagiarism.

### **Definition**

**Plagiarize** is defined by *Webster's New World Collegiate Dictionary* as "to steal and pass off (the ideas or words of another) as one's own: use (a created production) without crediting the source: to commit literary theft: present as new and original an idea or product derived from an existing source"

### **Examples include, but are not limited to**

- Copying another's work (another student's writing pieces/research and essays, projects, printed sources, or online sources) and turning the assignment in as one's own
- Buying materials such as already published papers from the internet
- Copying directly from materials given to you (Sparknotes, etc. ) without proper citation
- Quoting materials without proper citation, and/or without quotation marks
- Paraphrasing or summarizing materials without giving credit to the original source
- "Quilt Patching" is also prohibited, taking pieces by copying and pasting from various sources to create a product

### **Citation Methods**

Any questions about citation methods may be addressed by the teacher; however, students and parents may always refer to *The Purdue University Online Writing Lab* <http://owl.english.purdue.edu/> for any additional help and examples.

### **Consequences:**

**1<sup>st</sup> Offense**- a "O" on the assignment and the opportunity to rewrite the assignment and receive a grade on the revision.

**2<sup>nd</sup> Offense** - a "O" on the assignment and parental contact.

**3<sup>rd</sup> Offense** - a "O" on the assignment, a reduction of the final letter grade by one letter grade, and a parent conference.

## **4.8—MAKE-UP WORK**

Students who miss school due to an absence shall be allowed to make up the work they missed during their absence under the following rules.

1. Students are responsible for asking the teachers of the classes they missed what assignments they need to make up.
2. Teachers are responsible for providing the missed assignments when asked by a returning student.
3. Students are required to ask for their assignments on their first day back at school or their first-class day after their return.
4. Make-up tests are to be rescheduled at the discretion of the teacher and must be aligned with the schedule of the missed work to be made up.
5. Students shall have one class day to make up their work for each class day they are absent.

6. Make-up work which is not turned in within the make-up schedule for that assignment will receive a reduction on the overall grade for that assignment.
7. Students are responsible for turning in their make-up work without the teacher having to ask for it.
8. As required/permitted by the student's Individual Education Program or 504 Plan.

Work may not be made up for credit for absences in excess of the number of allowable absences in a semester **unless** the absences are part of a signed agreement as permitted by policy 4.7—ABSENCES.

Lack of attendance or chronic absence could result in non-participation in extracurricular activities.

#### **4.25 - STUDENT DRESS AND GROOMING**

Student dress should be comfortable, clean and appropriate at all times. The principal shall have the authority and responsibility to regulate hair and dress codes. Listed below are examples of some styles deemed inappropriate by the district, but are not limited to, the following:

- No extreme styles (chains, sagging pants, oversized clothing, pants with torn openings, etc.)
  - Wallet chains, large watches, straps with spikes, dog collars, digital belt buckles, or any other accessory that could cause a disruption or be used as a weapon are not permitted.
- No see through clothing where underwear is inappropriately visible;
- No headcoverings of any kind. Caps, hats, beanies, hoods, skullies, do-rags, bandanas, scarves, sweatbands, sunglasses, combs, picks during the normal school day (8:00 am to 3:15 pm). Exceptions to this will only be allowed when worn for recognized religious doctrine.
- No muscle shirts, strapless shirts, spaghetti straps, bare back tops, or shirts that have the sleeves cut out;
- No midriffs that can expose the stomach: Shirts must cover the waistband of jeans, slacks, shorts, skirt, etc. and be able to be tucked in. (No crop tops)
- No shoes with cleats, roller skates, or anything that may harm the floor:
- Shorts, skirts, skorts, etc. must be no shorter than the tip of a student's longest finger when standing. Form-fitting shorts and/or spandex are prohibited.
- No clothing with inappropriate language or pictures (promoting sex, violence, profanity, drugs, alcohol, etc.)
- Tank tops may be worn as undergarments only (high school and junior high)
- Spandex, leggings, and tights will be permitted as long as an appropriate outer garment is worn.
- No pajamas, house shoes, or blankets (except designated occasions);
- No bare feet;
- No visible buttocks or breasts may be exposed;
- No holes in jeans above fingertip length.
- Belts must be buckled, overalls, and pants buttoned, suspenders should be worn on the shoulders.
- Tattoos that display drugs, sex, alcohol, tobacco products, inappropriate language, or designs must not be seen at any time.
- Face painting and masks are not allowed during the school day (8:00 am - 3:15 pm)

The dress code applies to all school-sponsored events, extracurricular activities. While basic standards of decency are expected, the dress code may be relaxed for after school events such as athletic contests and other non-academic events, such as spirit weeks, graduation, prom, dances, etc.

Due to changing styles and trends, the principal reserves the right to make the final decision in determining the appropriateness of dress and any wearing apparel not covered in the dress code.

Violations of these policies will be handled by the building administrator. Students found to be in violation of the district's dress code will not be allowed to attend class until they meet policy requirements.

Graduation Dress Code: Each graduate shall adhere to the appropriate dress code.

### **PROM GUIDELINES**

Being allowed to attend the Prom is a privilege. Only eligible WHS students and their registered guests may attend. Freshmen, sophomores, juniors and seniors are eligible to attend Prom if they meet the following criteria:

- Freshmen and Sophomores may only attend if invited by an eligible junior or senior.
- They must not have received a total of five or more in school or out of school suspensions during the current academic year;
- They must not have been removed from the previous year's Prom; and
- They must not owe any debts to the school.
- Students who are ineligible to attend the prom will not be allowed to come and take pictures.
- Each person must have a ticket to attend the prom. No ticket refunds. Any ticket changes must be made through and approved by the appropriate sponsor(s).

### **GUESTS**

If an eligible Wynne junior or senior would like to bring a date to the Prom who is a freshman, sophomore, junior or senior at another high school, he/she should

- Must be in 9th-12th grade **OR 20 years of age or younger.**
- Any guest that is NOT a WHS student must obtain, complete, and return a permission guest form with a copy of the guest's ID (school ID or driver's license) to the **Administration Office. All guests who are NOT Wynne High School students are subject to approval by administration.**

### **APPROPRIATE PROM ATTIRE**

Only students and guests who meet the dress requirements will be admitted. All attendees must stay appropriately dressed throughout the event. If you have questions concerning your dress, it is your responsibility **PRIOR TO THE DAY OF THE EVENT** to ask approval from Mrs. Westbrook. Any questions regarding dress must be resolved before that evening.

Please adhere to the following guidelines when shopping for and purchasing a dress for the WHS prom:

- Girls should wear a formal or "dressy" dress.
- No midriff showing
- No see-through mesh
- No excessively low-cut front
- Open back CANNOT go below waist
- Slit/hem of dress can be no more than 5.5 inches above the knee

Young men must wear formal or semi-formal attire. Jeans or shorts are not permitted. Pants should fit properly on the hip and not sag below the waistline.

If you are bringing a date from another school, it is **YOUR RESPONSIBILITY** to notify him/her of the dress code. These criteria will be strictly enforced. If you have questions concerning your attire, it is your responsibility to seek prior approval from the administration.

Students dressed inappropriately will be turned away at the door. The decision will be final, and no refunds will be issued.

## **PROM HOURS**

The Prom will begin and will conclude at the designated pre-announced times. Sometimes an earlier time is set for students who wish to come early to have pictures made by the professional photographer. Listen for announcements about this or ask the Prom adviser.

## **PROM CONDUCT**

Everyone attending Prom (students and their guests) should exhibit their very best behavior. This is a formal occasion which means that all who attend should behave appropriately. Normal school conduct policies must be followed. Only eligible WHS students and their registered guests will be allowed to enter the Prom area at any time. **DO NOT INVITE GUESTS TO HAVE PICTURES MADE BECAUSE ADMISSION WILL BE DENIED TO OUTSIDE INDIVIDUALS.**

## **ADMISSION**

Prom will be sold only during WYN Time and first lunch on Wednesdays, until the announced deadline. **NO TICKETS WILL BE SOLD AFTER THIS DATE.** Tickets are \$20 per person, and may be purchased at school. Checks or cash will be accepted. Tickets are NON-TRANSFERABLE. Students coming only to take pictures will have to purchase a ticket. Parents/guardians will not be admitted into the Prom. **If you are bringing a guest from another school, the guest must be approved before you may purchase a ticket for them.**

## **Homecoming Eligibility**

Students must meet the following requirements to be eligible for the Homecoming Court:

1. Homecoming court is for senior high students only (grades 10-12). Three maids each will be selected from the sophomore and junior classes, and five total maids will be selected from the senior class.
2. 2.5 grade point for the previous spring semester and promotion to the next grade.
3. Enrollment in Wynne School District the previous year.
4. No student will be allowed to participate in Homecoming Court activities if he/she has been assigned to ISS or OSS as a violation of the student handbook **during the previous semester or current school year.**
5. Any participant in the Homecoming Court must currently be on an active extracurricular, club, or athletic roster.
6. Participants in the Homecoming Ceremonies must attend all meetings and practices in order to participate in Homecoming ceremonies.
7. Homecoming participants must be on time for the Homecoming activities. Participants who are not in attendance at the designated time for each ceremony will be excluded from that ceremony.
8. Participants must follow all dress codes, guidelines, and rules concerning proper Homecoming etiquette.

## **PERSONAL PROPERTY AT SCHOOL**

**THE SCHOOL WILL NOT BE RESPONSIBLE FOR LOSS, DAMAGE, OR THEFT OF ANY PERSONAL ITEMS BROUGHT TO SCHOOL.** Students are discouraged from bringing personal items to school. If an item is not required for academic work, it should be left at home. Personal items (e.g. trading cards, basketballs, footballs, games, money), when lost or stolen, can be very disruptive to the classroom. School personnel involved in tracking down lost or stolen items lose valuable instructional time, and the student who lost the item often gets emotionally upset and may remain upset for long periods of time. It is

our practice not to sacrifice large blocks of classroom time to do investigative work in order to recover lost or stolen personal items. The school will not be responsible for lost or stolen items.

Please remember to mark articles of clothing, such as coats, jackets, sweaters, hats, gloves, etc. with permanent identification. You should also mark other items brought from home such as lunch boxes, notebooks, folders and backpacks. The school is not liable for a student's personal property when it is destroyed or stolen by another student. The district will take proper disciplinary action, but compensation for damaged or stolen property will need to be pursued between parents/guardians or perhaps through the legal system.

#### **4.12-STUDENT ORGANIZATIONS / EQUAL ACCESS**

Non-curriculum-related school student organizations wishing to conduct meetings on school premises during non-instructional time shall not be denied equal access on the basis of the religious, political, philosophical, or other content of the speech at such meetings. Such meetings must meet the following criteria:

1. The meeting is to be voluntary and student initiated;
2. There is no sponsorship of the meeting by the school, the government, or its agents or employees;
3. The meeting must occur during non-instructional time;
4. Employees or agents of the school are present at religious meetings only in a non-participatory capacity;
5. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
6. Non-school persons may not direct, conduct, control, or regularly attend activities of student groups.

All meetings held on school premises must be scheduled and approved by the principal. The school, its agents, and employees retain the authority to maintain order and discipline, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.

Fraternities, sororities, and secret societies are forbidden in the District's schools. Membership to student organizations shall not be by a vote of the organization's members, nor be restricted by the student's race, religion, sex, national origin, or other arbitrary criteria. Hazing, as defined by law, is forbidden in connection with initiation into, or affiliation with, any student organization, extracurricular activity or sport program.

Students who are convicted of participation in hazing or the failure to report hazing shall be expelled.<sup>1</sup>

#### **STUDENT FUNDRAISING**

All fundraising activities held in the District or in the name of the district must be pre-approved in writing by the Superintendent and affected school principal. Approval will be predicated on the potential for return relative to the time and energy to be invested in the fundraising. Fundraising that conflicts excessively with and/or detracts from student or teacher instructional time in either the planning or the execution of the activity will not be approved.

Neither an individual school nor the District shall be liable for any contract between clubs and organizations and third parties.

Student participation in any fundraising activity shall:

1. Be voluntary. Students who choose not to participate shall not forfeit any school privileges. It shall not be considered discriminatory to reward those who participate; and
2. Not influence or affect the student's grade.

### Secondary Schools (6-12)

Fundraising in the secondary schools may only be done by official student clubs, spirit groups, school PTAs, or parent booster clubs. Student clubs and spirit groups must receive written approval from their sponsor and the school principal before submitting the fundraising proposal to the Superintendent.

If approved, students wishing to participate who are under the age of eighteen (18) must return to their sponsor a signed parental notification and permission form.

### Elementary Schools (K-5)

Fundraising in the elementary schools may only be done by the school or a school sponsored organization. Door to door fundraising activities are not permitted.

School must provide written notification of the following to parents or legal guardians of elementary students who participate in fundraising programs.

1. Student participation in fundraising programs is voluntary.
2. Students who do not participate will not forfeit any school privileges.
3. Students may not participate in fundraising programs without written parental permission returned to school authorities.
4. An elementary student who sells fundraising merchandise door to door must be accompanied by a parent or an adult; and
5. Unless the school provided supervision, parents must accept responsibility for appropriate adult supervision.

Legal Reference: A.C.A. 6-18-1104

## **DISCIPLINE FOR STUDENTS WITH DISABILITIES**

Students with disabilities who engage in misbehavior are subject to normal school disciplinary rules and procedures so long as such treatment does not abridge the right to free and appropriate public education.

The individualized education program (IEP) team for a student with disabilities should consider whether particular discipline procedures should be adopted for a student and include those procedures in the IEP.

The building principal shall deal with any grievance relating to students with disabilities. All actions and procedures shall be in accordance with the Individuals with Disabilities Education Act (IDEA), as revised in 1997 and Act 102 of 1973.

#### **4.17-STUDENT DISCIPLINE**

The Wynne Board of Education has a responsibility to protect the health, safety, and welfare of the District's students and employees. To help maintain a safe environment conducive to high student achievement, the Board establishes policies necessary to regulate student behavior and promote an orderly school environment that is respectful of the rights of others and ensures the uniform enforcement of student discipline. Students are responsible for their conduct that occurs at any time on the school grounds; off school grounds at a school sponsored function, activity, or event; going to and from school or a school activity.

The District's administrators may also take disciplinary action against a student for off-campus conduct occurring at any time that would have a detrimental impact on school 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. Such acts could include, but are not limited to, a felony or an act that would be considered a felony if committed by an adult, an assault or battery, drug law violations, or sexual misconduct of a serious nature. Any disciplinary action pursued by the District shall be in accordance with the student's appropriate due process rights.

The District's licensed personnel policy committee shall review the student discipline policies annually and may recommend changes in the policies to the Wynne School Board. The Board has the responsibility of determining whether to approve any recommended changes to student discipline policies.

The District's student discipline policies website link shall be distributed to each student during the first week of school each year and to new students upon their enrollment. A printed copy of the student discipline policies will be made available to students and parents or legal guardian upon request. Each student's parent or legal guardian shall sign and return to the school an acknowledgement form documenting that they have received the policies.

It is required by law that the principal or the person in charge report to the police any incidents the person has personal knowledge of or has received information leading to a reasonable belief that a person has committed or threatened to commit an act of violence or any crime involving a deadly weapon on school property or while under school supervision. If the person making the report is not the Superintendent, that person shall also inform the Superintendent of the incident. Additionally, the principal shall inform any school employee or other person who initially reported the incident that a report has been made to the appropriate law enforcement agency. The Superintendent or designee shall inform the Board of Directors of any such report made to law enforcement.

#### **4.18-PROHIBITED CONDUCT**

Students and staff require a safe and orderly learning environment that is conducive to high student achievement. Certain student behaviors are unacceptable in such an environment and are hereby prohibited by the Board. Prohibited behaviors include, but shall not be limited to the following.

1. Disrespect for school employees and failing to comply with their reasonable directions or otherwise demonstrating insubordination;
2. Disruptive behavior that interferes with orderly school operations;
3. Willfully and intentionally assaulting or threatening to assault or physically abusing any student or school employee;

4. Possession of any weapon that can reasonably be considered capable of causing bodily harm to another individual;
5. Possession or use of tobacco in any form on any property owned or leased by any public school;
6. Willfully or intentionally damaging, destroying, or stealing school property;
7. Possession, selling, distributing, or being under the influence of an alcoholic beverage, any illegal drug, unauthorized inhalants, or the inappropriate use or sharing of prescription or over the counter drugs, or other intoxicants, or anything represented to be a drug;
8. Sharing, diverting, transferring, applying to others (such as needles or lancets), or in any way misusing medication or any medical supplies in their possession;
9. Inappropriate public displays of affection at school or school functions;
10. Cheating, copying, or claiming another person's work to be his/her own;
11. Gambling;
12. Inappropriate student dress;
13. Use of vulgar, profane, or obscene language or gestures, including abbreviations and substitute language considered obscene;
14. Truancy; (See policy below)
15. Excessive tardiness;
16. Engaging in behavior designed to taunt, degrade, or ridicule another person on the basis of race, ethnicity, national origin, sex, or disability;
17. Possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically, on a data storage device, or in hard copy form;
18. Hazing, or aiding in the hazing of another student;
19. 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;
20. Sexual harassment;
21. Bullying;
22. Skateboarding;
23. Fighting and/or acts of violence;
24. Lighter and matches;
25. No pets or animals on school premises unless approved by the teacher and building principal;
26. Laser pointers are prohibited;
27. Students are not allowed to leave the gym or ball field during games unless accompanied by parents.
28. Operating a vehicle on school grounds while using wireless communication device.
29. Blankets, pillows, and similar items are not allowed at school.
30. Students will not consume or inhale any chemical substances considered dangerous. Nor will they encourage others to do so.
31. Inappropriate public displays of affection;
32. Stealing or receiving school or student property

The Board directs each school in the District to develop implementation regulations for prohibited student conduct consistent with applicable Board policy, State and Federal laws, and judicial decisions.

### **Truancy**

Truancy is unexcused and is defined as a student's absence from class and/or school, or being out of a designated area, without the consent of parents and/or without permission from the teacher or office of the principal.

You are truant if you:

- a. Are absent from school without permission of parent or guardian;
- b. Leave school without properly checking out in the office at any time. (Note proper check-out procedures)
- c. Once a student has come on school property they must check out before leaving if they are leaving before the end of the school day;
- d. Do not report to the office after having been sent out of class;
- e. Leave the class without receiving verbal or written consent of the teacher;
- f. Do not report to an assigned location at a designated time;
- g. Do not report to class after leaving the principal's office.
- h. Forge or use a forged document.
- i. Are on campus without checking in upon arrival when late to school.
- j. Have not received permission from the office to go to the parking lot.
- k. Fail to follow procedure for off campus transportation as designated by instructor or Administrator.
- l. Are in an area of the campus that you are not authorized to be or an area without permission.

All students MUST remain on the school grounds during school hours, including the lunch/advisory period. Students must receive permission from the office of the principal if it is necessary to leave school during the day.

First Offense: Conference with student, notification of parent, 1 day ISS

Second Offense: Conference with student, notification of parent, 3 days ISS

Third Offense: Conference with student, notification of parent, 5 days ISS

#### **4.26—GANGS AND GANG ACTIVITY**

The Board is committed to ensuring a safe school environment conducive to promoting a learning environment where students and staff can excel. An orderly environment cannot exist where unlawful acts occur causing fear, intimidation, or physical harm to students or school staff. Gangs and their activities create such an atmosphere and shall not be allowed on school grounds or at school functions.

The following actions are prohibited by students on school property or at school functions:

1. Wearing or possessing any clothing, bandanas, jewelry, symbol, or other sign associated with membership in, or representative of, any gang;
2. Engaging in any verbal or nonverbal act such as throwing signs, gestures, or handshakes representative of membership in any gang;
3. Recruiting, soliciting, or encouraging any person through duress or intimidation to become or remain a member of any gang; and/or
4. Extorting payment from any individual in return for protection from harm from any gang.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion.

Students arrested for gang related activities occurring off school grounds shall be subject to the same disciplinary actions as if they had occurred on school grounds.

#### **PLAYGROUND BEHAVIOR** - Elementary

Students are expected to observe the following guidelines:

1. Follow directions of all personnel.

2. Use play equipment properly.
3. Keep hands, feet and harmful objects (rocks, sticks, gravel, etc.) to yourself.
4. Softball, baseball, and other potentially dangerous sports must have prior permission and supervision.
5. Tackle football, touch football, fighting, karate, and wrestling are prohibited.
6. Footballs are not allowed at school.

Disregard of guidelines could result in the student losing playground opportunities.

#### **4.47-POSSESSION/USE OF CELL PHONES AND OTHER ELECTRONIC DEVICES**

Students are responsible for conducting themselves in a manner that respects the rights of others. Possession and use of any electronic device, whether district or student owned, that interferes with a positive, orderly classroom environment does not respect the rights of others and is expressly forbidden.

To protect the security of statewide assessments, no electronic device, as defined in this policy, shall be accessible by a student at any time during assessment administration unless specifically permitted by a student's individualized education program (IEP) or individual health plan; this means that when a student is taking an AESAA assessment, the student shall not have his/her electronic device in his/her possession. Any student violating this provision shall be subject to this policy's disciplinary provisions.

As used in this policy, "electronic devices" means anything that can be used to transmit or capture images, sound, or data.

Misuse of electronic devices includes, but is not limited to:

1. Using electronic devices during class time in any manner other than specifically permitted by the classroom instructor;
2. Permitting any audible sound to come from the device when not being used for reason #1 above;
3. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, or wrongfully obtaining test copies or scores;
4. Using the device to take photographs in locker rooms or bathrooms;
5. Creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person.
6. Photographing or recording another person (student and/or school personnel) without permission.
7. Posting on social media inappropriate material disrespecting the school will result in disciplinary action and must be deleted from social media.
8. Using a recording device to record activity such as a fight or any other activity that is detrimental to the learning environment. These acts will be treated and disciplined according to the Bullying Policy.
9. No external speakers attached to an electronic device.

Use of an electronic device is permitted to the extent it is approved in a student's IEP or it is needed in an emergency that threatens the safety of students, staff, or other individuals.

#### **K-5**

From the time students arrive on campus in the morning until the end of their last bell, students may possess cell phones, smart watches, paging devices, beepers, or similar electronic communication

devices, cameras, MP3 players, IPODS, and other portable music devices, as long as such devices are stored in the student's book bag or hand bag, as long as they are in silent mode of operation and are not removed from storage for use while on the school campus.

### **6-8**

Wynne Jr. High has a zero cell phone policy during regular school hours. Students will violate the cell phone policy if they have a cell phone and/or headphones (wired/wireless) in the hallways, bathrooms, classrooms, gym, or outside during lunch. Students who violate this policy will have their cell phone confiscated, locked in the office vault, and assigned consequences detailed below. The phone may be picked up between 7:30 and 4:00 by a parent/guardian during school hours on a school day.

### **9-12**

The use of cell phones is permitted on the school campus only between classes, during lunch, and before and after normal school hours. Use of cell phones during instructional time is forbidden except as allowed in this policy for instructional purposes. Otherwise, cell phones and other devices must be kept on silent and stored out of sight. Cell phones and electronic devices may not be used in the hallways or restrooms during class time. Students will have to use ear buds or headphones to listen to music before school, between classes, lunch, and after school. Students will not be allowed to listen to music/watch videos/gaming during the instructional period. Headphones/ear buds are not allowed during the instructional class periods.

The student and/or the student's parents or guardians expressly assume any risk associated with students owning or possessing electronic devices. Students misusing electronic devices shall have them confiscated. Confiscated devices may be picked up at the school's administration office by the student's parents or guardians.<sup>2</sup> Students have no right of privacy as to the content contained on any electronic devices that have been confiscated.<sup>3</sup> A search of a confiscated device shall meet the reasonable individualized suspicion requirements of Policy 4.32—SEARCH, SEIZURE, AND INTERROGATIONS.

Students who use school issued cell phones and/or computers for non-school purposes, except as permitted by the district's Internet/computer use policy, shall be subject to discipline, up to and including suspension or expulsion. Students are forbidden from using school issued cell phones while driving any vehicle at any time. Violation may result in disciplinary action up to and including expulsion.<sup>4</sup>

No student shall use any wireless communication device for the purposes of browsing the internet; composing or reading emails and text messages; or making or answering phone calls while driving a motor vehicle that is in motion and on school property. Violation may result in disciplinary action up to and including suspension.

The school board believes it is necessary to restrict student use and possession of cell phones, other electronic communication devices, cameras, MP3 players, iPads, and other portable music devices so that the opportunity for learning in the district's schools may be enhanced.

At the same time, cell phones and other electronic communication devices can, in controlled situations, offer a means to enhance student learning through their ability to access expanded sources of information. Teachers have the authority to permit student use of electronic devices for specific classroom lesson plans or projects. Students must abide by the guidelines the teacher gives for any such authorization. Students who fail to do so will be subject to the provisions of this policy governing misuse of cell phones.

For the purpose of this policy, the use of a cell phone or other communication device includes any incoming call, text message, message waiting, or any other audible sound coming from the phone or device.

The student and/or the student's parent or guardian expressly assume any risk associated with students owning or possessing technology equipment.

Students using cell phones or other electronic communication devices, cameras, MP3 players, IPODS, and other electronic devices after arriving on campus in an unapproved manner will have such devices confiscated, and will be punished as follows:

**K-2**

1. First Offense- Student can pick up device at the end of the school day.
2. Second Offense- Parents contacted and a parent must pick up the device.

**3-5**

1. First Offense- Student can pick up device at the end of the school day.
2. Second Offense- Parents contacted and a parent must pick up the device.
3. Third Offense- Parent must pick up device and the student will have a minimum reprimand to maximum attend Saturday School.

**6-8**

1. First Offense - written warning, parent/guardian must pick up phone in office.
2. Second Offense - Saturday school, parent/guardian must pick up phone in office.
3. Third Offense - 1 day ISS, parent/guardian must pick up phone in office.
4. Fourth Offense - 3 day ISS, parent/guardian must pick up phone in office.

**9-12**

1. First Offense- Saturday School, Parent contacted.
2. Second Offense- 1 Day ISS, Parents contacted.
3. Third Offense- 3 Days ISS, Parents contacted.

Students have no right of privacy as to the content contained on any cell phones and other electronic communication devices that have been confiscated. Students, who use a school issued electronic device for non-school purposes, shall be subject to discipline, up to and including suspension or expulsion.

**4.10-CLOSED CAMPUS**

Wynne School District shall operate closed campuses. Students are required to stay on campus from their arrival until dismissal at the end of their regular school day unless given permission to leave the campus by a school official. After you arrive on campus in the mornings, you are not to leave the campus under any circumstances unless you have checked out through the office. If you ride a bus, you are not to leave after arriving. If you drive on campus, you are not to leave after arriving. Neither are you to get into a vehicle with a friend and leave. Students are also reminded not to leave campus to go to a friend's car. Students shall follow procedures established by the building principal for signing out to leave campus.

WHS is a closed campus and we strongly discourage students from checking out at lunch. This typically causes unnecessary tardies and classroom interruptions. If a student is checking out at lunch, a parent/guardian must physically come in and sign the student out and then back in from lunch.

Only a parent/guardian is allowed to drop lunch off for a student. If a parent/guardian is dropping off lunch for a student, there will be a table (outside the office) with a sharpie for the students name to be written on it. Students should know in advance that lunch is being dropped off to them.

#### **STUDENT IDENTIFICATION BADGES (JUNIOR HIGH/HIGH SCHOOL)**

Student identification badges are worn for student identification, to access student lunch account, and to check out library materials. All Wynne Junior High and High School Students are required to have their identification badges on upon arrival on the Wynne School District campus for the academic school day.

Identification badge regulations:

- worn on the school issued lanyard or other approved lanyard
- worn below the neck, above the waist, on the lanyard
- must be forward-facing displaying the student's photo and name
- must be visible at all times
- may not wear another student's identification badge
- badges may not be destroyed, defaced, or altered -- badges and school-issued lanyard are considered school property
- approved lanyards with any other items attached are at the principal's discretion to be removed (e.g., keys, wallets...if items obstruct the view of the student's identification badge, the student will be required to remove the items)

If a student forgets his/her identification badge, a temporary identification badge may be requested in the junior high and high school office between 7:30-8:00 a.m. Temporary identification badges are good for one day. If an identification badge is lost, a replacement badge is available at the cost of \$5.00 to the student.

Replacement lanyards are available at a cost of \$2.00.

Consequences for forgotten identification badge: (consequences are per semester)

- 1st offense - temporary identification badge issued
- 2nd-4th offense - temporary identification badge issued, student is assigned lunch detention
- 5th and any following offenses - temporary badge issued, student is assigned Saturday school

#### **4.19-TRANSPORTATION / CONDUCT TO AND FROM SCHOOL**

Students being transported on a school vehicle are subject to the same rules of conduct while traveling to and from school as they are while on school grounds. Appropriate disciplinary actions may be taken against commuting students who violate student code of conduct rules.

The driver of a school bus shall not operate the school bus until every passenger is seated. Disciplinary measures for problems related to bus behavior shall include suspension or expulsion from school, or suspending or terminating the student's transportation privileges. Transporting students to and from school who have lost their transportation privileges shall become the responsibility of the student's parent or legal guardian.

Student behavior may be monitored by surveillance cameras as well as by the bus driver.

District administrators will develop policies and procedures for student conduct specific to school bus transportation.

1. Maintenance and Transportation Coordinator or Assistant Superintendent must approve requests for students to ride a bus other than their assigned bus.
2. Obey and be respectful of the bus driver at all times. This is our first and most important rule. The driver will report any bus incidents to the building principal. The building principal has the authority to suspend a student from riding the bus.
3. Be at the bus stop at the scheduled time. Stand back about ten (10) feet from the bus stop and wait until the door is opened before moving closer to the bus. Do not play on the highway or road. If you miss the bus, do not attempt to hitchhike or walk to or from school.
4. While loading or unloading, enter or leave the bus quickly and in an orderly fashion.
5. Students are not allowed to eat, drink, or chew gum on the school bus.
6. No knives or sharp objects of any kind, firearms, or live animals are allowed on the bus.
7. You are not to tamper with any of the safety devices such as door latches, fire extinguishers, etc. Students must keep seated while the bus is in motion and must not move while it is stopped except as the driver directs. Students are not to put their hands or bodies out of the window. Do not yell at anyone outside of the bus.
8. Glass containers are not allowed.
9. Students are not to deface the bus or any school property. Do not write on the bus or damage seats, etc. Do not throw paper, food or other objects on the floor of the bus. Keep aisle of the bus clear from books, lunches, coats, etc. Do not put feet in aisle.
10. Do not ask the driver to let you off at any place except your regular stop.
11. If you must cross the road or highway to enter the bus, try to be on the right side of the road waiting on the bus. If you should arrive at the stop just as the bus approaches the stop, wait until the bus has come to a complete stop and the driver has signaled for you to cross in front of the bus (unless the driver directs you differently).
12. Students who must cross the road after leaving the bus in the afternoon must go to a point on the shoulder of the road ten (10) feet in front of the bus. Cross the road only after the driver has signaled you to do so.
13. Bus seats are designed for three (3) people. In view of federal regulations that require all students to be seated, the bus driver will see that three (3) students are in each seat, if necessary.
14. Students are expected to conduct themselves in a manner such that they will not distract the attention of their driver or disturb other riders on the bus (which includes keeping your hands to yourself, attending to your own matters, leaving other pupils alone and being reasonably quiet).
15. This is not intended to cover all the “do’s and don’ts,” but it is a very specific guide. The driver may find it necessary to interpret these policies in light of his/her own bus needs.
16. The behavior of students on school buses will determine who will be provided with transportation. When a student is brought to the principal by the bus driver, the principal will conduct an investigation; and, if it is determined that the problem merits disciplinary measures, the following regulations will apply, with the exception of a severe infraction, which will be treated as the third or fourth offense.

**Violation Consequences: Minimum - Student Conference**  
**Maximum - Expulsion**

#### **4.33 STUDENT VEHICLES**

A student who has presented a valid driver's license and proof of insurance to the appropriate office personnel may drive his/her vehicle to school. Vehicles driven to school shall be parked in the area designated for student parking. Parking on school property is a privilege which may be denied to a student for any disciplinary violation, at the discretion of the student's building principal.

The school day begins upon student arrival. Students are not permitted to loiter in parking areas and are not to return to their vehicles during the school day for any reason unless given permission to do so by school personnel.

It is understood that there is no expectation of privacy in vehicles in parking areas. Drivers of vehicles parked on a school campus will be held accountable for illegal substances or any other item prohibited by District policy found in their vehicle. The act of a student parking a vehicle on campus is a grant of permission for school or law enforcement authorities to search that vehicle.

Reckless driving may result in temporary or permanent loss of driving privileges.

#### **DISRUPTION OF SCHOOL**

No student shall be in the use of violence, force, noise, coercion, threat, intimidation, fear, passive resistance, or any other conduct, intentionally cause the disruption of any lawful mission, process, or function of the school, or engage in any such conduct for the purpose of causing disruption or obstruction of any lawful mission, process, or function. Nor shall any student encourage any other student to engage in such activities.

Disorderly activities by any student or group of students that adversely affect the school's orderly educational environment shall not be tolerated at any time on school grounds. Teachers may remove from class and send to the principal or principal's designee a student whose behavior is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the students, the class, or with the ability of the student's classmates to learn. Students who refuse to leave the classroom voluntarily will be escorted from the classroom by the school administration or school resource officer.

**Violation Consequences: Minimum - Student Conference  
Maximum - Expulsion**

#### **4.27-STUDENT SEXUAL HARASSMENT**

The Wynne School District is committed to providing an academic environment that treats all students with respect and dignity. Student achievement is best attained in an atmosphere of equal educational opportunity that is free of discrimination. Sexual harassment is a form of discrimination that undermines the integrity of the educational environment and will not be tolerated.

The District believes the best policy to create an educational environment free from sexual harassment is prevention; therefore, the District shall provide informational materials and training to students, parents/legal guardians/other responsible adults, and employees on sexual harassment. The informational materials and

training on sexual harassment shall be age appropriate and, when necessary, provided in a language other than English or in an accessible format. The informational materials and training shall include, but are not limited to: the nature of sexual harassment; the District's written grievance procedures for complaints of sexual harassment;<sup>1</sup> that the district does not tolerate sexual harassment; that students can report inappropriate behavior of a sexual nature without fear of adverse consequences; the redress that is available to the victim of sexual harassment;<sup>2</sup> and the potential discipline for perpetrating sexual harassment.

"Sexual harassment" means conduct that is:

1. Of a sexual nature, including, but not limited to:
  - a. Sexual advances;
  - b. Requests for sexual favors;
  - c. Sexual violence
  - d. Other personally offensive verbal, visual, or physical conduct of a sexual nature;
2. Unwelcome; and
3. Denies or limits a student's ability to participate in or benefit from any of the District's educational programs or activities through any or all of the following methods:
  - a. Submission to the conduct is made, either explicitly or implicitly, a term or condition of an individual's education;
  - b. Submission to, or rejection of, such conduct by an individual is used as the basis for academic decisions affecting that individual; and/or
  - c. Such conduct has the purpose or effect of substantially interfering with an individual's academic performance or creates an intimidating, hostile, or offensive academic environment.

The terms "intimidating," "hostile," and "offensive" include conduct of a sexual nature that has the effect of humiliation or embarrassment and is sufficiently severe, persistent, or pervasive that it limits the student's ability to participate in, or benefit from, an educational program or activity.

Within the educational environment, sexual harassment is prohibited between any of the following: students; employees and students; and non-employees and students.

Actionable sexual harassment is generally established when an individual is exposed to a pattern of objectionable behaviors or when a single, serious act is committed. What is, or is not, sexual harassment will depend upon all of the surrounding circumstances and may occur regardless of the sex(es) of the individuals involved. Depending upon such circumstances, examples of sexual harassment include, but are not limited to:

- Making sexual propositions or pressuring for sexual activities;
- Unwelcome touching;
- Writing graffiti of a sexual nature;
- Displaying or distributing sexually explicit drawings, pictures, or written materials;
- Performing sexual gestures or touching oneself sexually in front of others;
- Telling sexual or crude jokes;
- Spreading rumors related to a person's alleged sexual activities;
- Discussions of sexual experiences;
- Rating other students as to sexual activity or performance;
- Circulating or showing emails or websites of a sexual nature;
- Intimidation by words, actions, insults, or name calling; and

- Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether or not the student self-identifies as homosexual or transgender.

Students who believe they have been subjected to sexual harassment, or the parent/legal guardian/other responsible adult of a student who believes their student has been subjected to sexual harassment, are encouraged to file a complaint by contacting a counselor, teacher, Title IX coordinator, or administrator who will provide assistance on the complaint process. Under no circumstances shall a student be required to first report allegations of sexual harassment to a school contact person if that person is the individual who is accused of the harassment.

Complaints will be treated in a confidential manner to the extent possible. Limited disclosure may be provided to: individuals who are responsible for handling the District's investigation to the extent necessary to complete a thorough investigation; the extent necessary to submit a report to the child maltreatment hotline; the Professional Licensure Standards Board for complaints alleging sexual harassment by an employee towards a student; or the extent necessary to provide the individual accused in the complaint due process during the investigation and disciplinary processes. Individuals who file a complaint have the right to request that the individual accused of sexual harassment not be informed of the name of the accuser; however, individuals should be aware that making such a request may substantially limit the District's ability to investigate the complaint and may make it impossible for the District to discipline the accused.<sup>3</sup>

Students, or the parents/legal guardians/other responsible adult of a student, who file a complaint of sexual harassment shall not be subjected to retaliation or reprisal in any form, including threats, intimidation, coercion, or discrimination. The District shall take steps to prevent retaliation and shall take immediate action if any form of retaliation occurs regardless of whether the retaliatory acts are by District officials, students, or third parties.

Following the completion of an investigation of a complaint, the District will inform the parents/legal guardian/other responsible adult of the student, or the student if over the age of eighteen (18), who filed the complaint:

- The final determination of the investigation;
- Remedies the District will make available to the student; and
- The sanctions, if any, imposed on the alleged harasser relevant to the student.

Following the completion of an investigation of a complaint, the District will inform the parents/legal guardian/other responsible adult of the student, or the student if over the age of eighteen (18), who was accused of sexual harassment in the complaint:

- The final determination of the investigation; and
- The sanctions, if any, the District intends to impose on the student.

It shall be a violation of this policy for any student to be subjected to, or to subject another person to, sexual harassment. Following an investigation, any student who is found by the evidence to more likely than not have engaged in sexual harassment will be subject to disciplinary action up to, and including, expulsion.

Students who knowingly fabricate allegations of sexual harassment shall be subject to disciplinary action up to and including expulsion.

Individuals who withhold information, purposely provide inaccurate facts, or otherwise hinder an investigation of sexual harassment shall be subject to disciplinary action up to and including expulsion.

#### **4.43-BULLYING**

Respect for the dignity of others is a cornerstone of civil society. Bullying creates an atmosphere of fear and intimidation, robs a person of his/her dignity, detracts from the safe environment necessary to promote student learning, and will not be tolerated by the Board of Directors. Students who bully another person shall be held accountable for their actions whether they occur on school equipment or property; off school property at a school sponsored or approved function, activity, or event; going to or from school or a school activity in a school vehicle or school bus; or at designated school bus stops.

A school principal or designee who receives a credible report or complaint of bullying shall promptly investigate the complaint or report and make a record of the investigation and any action taken as a result of the investigation.

#### **Definitions:**

**Attribute** means an actual or perceived personal characteristic including without limitation race, color, religion, ancestry, national origin, socioeconomic status, academic status, disability, gender, gender identity, physical appearance, health condition, sexual orientation;

**Bullying** means the intentional harassment, intimidation, humiliation, ridicule, defamation, or threat or incitement of violence by a student against another student or public school employee by a written, verbal, electronic, or physical act that may address an attribute of the other student, public school employee, or person with whom the other student or public school employee is associated and that causes or creates actual or reasonably foreseeable;

- Physical harm to a public school employee or student or damage to the public school employee's or student's property;
- Substantial interference with a student's education or with a public school employee's role in education;
- A hostile educational environment for one (1) or more students or public school employees due to the severity, persistence, or pervasiveness of the act; or
- Substantial disruption of the orderly operation of the school or educational environment;

**Electronic act** means without limitation a communication or image transmitted by means of an electronic device, including without limitation a telephone, wireless phone or other wireless communications device, computer, or pager that results in the substantial disruption of the orderly operation of the school or educational environment.

Electronic acts of bullying are prohibited whether or not the electronic act originated on school property or with school equipment, if the electronic act is directed specifically at students or school personnel and maliciously intended for the purpose of disrupting school, and has a high likelihood of succeeding in that purpose.

**Harassment** means a pattern of unwelcome verbal or physical conduct relating to another person's constitutionally or statutorily protected status that causes, or reasonably should be expected to cause, substantial interference with the other's performance in the school environment; and

**Substantial disruption** means without limitation that any one or more of the following occur as a result of the bullying:

- Necessary cessation of instruction or educational activities;
- Inability of students or educational staff to focus on learning or function as an educational unit because of a hostile environment;
- Severe or repetitive disciplinary measures are needed in the classroom or during educational activities; or
- Exhibition of other behaviors by students or educational staff that substantially interfere with the learning environment.

**Cyber bullying of School Employees** is expressly prohibited and includes, but is not limited to:

- a. Building a fake profile or website of the employee;
- b. Posting or encouraging others to post on the Internet private, personal, or sexual information pertaining to a school employee;
- c. Posting an original or edited image of the school employee on the Internet;
- d. Accessing, altering, or erasing any computer network, computer data program, or computer software, including breaking into a password-protected account or stealing or otherwise accessing passwords of a school employee; making repeated, continuing, or sustained electronic communications, including electronic mail or transmission, to a school employee;
- e. Making, or causing to be made, and disseminating an unauthorized copy of data pertaining to a school employee in any form, including without limitation the printed or electronic form of computer data, computer programs, or computer software residing in, communicated by, or produced by a computer or computer network;
- f. Signing up a school employee for a pornographic Internet site; or
- g. Without authorization of the school employee, signing up a school employee for electronic mailing lists or to receive junk electronic messages and instant messages.

Examples of "Bullying" may include but are not limited to a pattern of behavior involving one or more of the following:

1. Sarcastic comments "compliments" about another student's personal appearance or actual or perceived attributes,
2. Pointed questions intended to embarrass or humiliate,
3. Mocking, taunting or belittling,
4. Non-verbal threats and/or intimidation such as "fronting" or "chesting" a person,
5. Demeaning humor relating to a student's actual or perceived attributes,
6. Blackmail, extortion, demands for protection money or other involuntary donations or loans,
7. Blocking access to school property or facilities,
8. Deliberate physical contact or injury to person or property,
9. Stealing or hiding books or belongings, and/or
10. Threats of harm to student(s), possessions, or others,

11. Sexual harassment as governed by board policy is also a form of bullying, and/or
12. Teasing or name-calling related to sexual characteristics or the belief or perception that an individual is not conforming to expected gender roles or conduct or is homosexual, regardless of whether the student self identifies as homosexual or transgender (Examples: “Slut”, “you are so gay”, “fag”, “queer”).

Students are encouraged to report behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, to their teacher or the building principal or designee. The report may be made anonymously. Teachers and other school employees who have witnessed, or are reliably informed that, a student has been a victim of behavior they consider to be bullying, including a single action which if allowed to continue would constitute bullying, shall report the incident(s) to the principal or designee. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, or if allowed to continue would constitute bullying, to the principal. The principal or designee shall be responsible for investigating the incident(s) to determine if disciplinary action is warranted.

The person or persons reporting behavior they consider to be bullying shall not be subject to retaliation or reprisal in any form.

Students found to be in violation of this policy shall be subject to disciplinary action up to and including expulsion. In determining the appropriate disciplinary action, consideration may be given to other violations of the student handbook which may have simultaneously occurred. In addition to any disciplinary actions, the District shall take appropriate steps to remedy the effects resulting from bullying.

Notice of what constitutes bullying, the District’s prohibition against bullying, and the consequences for students who bully shall be conspicuously posted in every classroom, cafeteria, restroom, gymnasium, auditorium, and school bus. Parents, students, school volunteers, and employees shall be given copies of the notice.

Copies of this policy shall be available upon request.

### **ASSAULT, BATTERY, VERBAL ABUSE**

A student shall not threaten, physically abuse, or attempt to physically abuse, or behave in such a way as to be perceived to threaten bodily harm to any other person (student, school employee, or school visitor). Any gestures, vulgar, abusive or insulting language, taunting, threatening, harassing, or intimidating remarks by a student toward another person that threatens their well-being is strictly forbidden. This includes, but is not limited to, fighting, racial, ethnic, religious, or sexual slurs.

Furthermore, it is unlawful, during regular school hours, and in a place where a public school employee is required to be in the course of his or her duties, for any person to address a public school employee using language which, in its common understanding, is calculated to:

- a. Cause a breach of the peace;
- b. Materially and substantially interfere with the operation of the school;
- c. Arouse the person to whom it is addressed to anger, to the extent likely to cause imminent retaliation.

Students guilty of such an offense may be subject to legal proceedings in addition to student disciplinary measures.

#### **4.22-WEAPONS AND DANGEROUS INSTRUMENTS**

No student shall possess a weapon, display what appears to be a weapon, or threaten to use a weapon while in school, on or about school property, before or after school, in attendance at school or any school sponsored activity, en route to or from school or any school sponsored activity, off the school grounds at any school bus stop, or at any school sponsored activity or event. Military personnel, such as ROTC cadets, acting in the course of their official duties are exempted.

A weapon is defined as any firearm, knife, razor, ice pick, dirk, box cutter, nunchucks, pepper spray, mace, or other noxious spray, explosive, Taser or other instrument that uses electrical current to cause neuromuscular incapacitation, or any other instrument or substance capable of causing bodily harm. For the purposes of this policy, "firearm" means any device designed, made, or adapted to expel a projectile by the action of an explosive or any device readily convertible to that use.

Possession means having a weapon, as defined in this policy, on the student's body or in an area under his/her control. If a student discovers prior to any questioning or search by any school personnel that he/she has accidentally brought a weapon, other than a firearm, to school on his/her person, in a book bag/purse, or in his/her vehicle on school grounds, and the student informs the principal or a staff person immediately, the student will not be considered to be in possession of a weapon unless it is a firearm. The weapon shall be confiscated and held in the office until such time as the student's parent/legal guardian shall pick up the weapon from the school's office. Repeated offenses are unacceptable and shall be grounds for disciplinary action against the student as otherwise provided for in this policy.

Except as permitted in this policy, students found to be in possession on the school campus of a firearm shall be recommended for expulsion for a period of not less than one year. The superintendent shall have the discretion to modify such expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of students expelled under this policy shall be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. Parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to readmitting the student. Parents or legal guardians of a student enrolling from another school after the expiration of an expulsion period for a firearm policy violation shall also be given a copy of the current laws regarding the possibility of parental responsibility for allowing a child to possess a firearm on school property. The parents or legal guardians shall sign a statement acknowledging that they have read and understand said laws prior to the student being enrolled in school.

The mandatory expulsion requirement for possession of a firearm does not apply to a firearm brought to school for the purpose of participating in activities approved and authorized by the district that include the use of firearms. Such activities may include ROTC programs, hunting safety or military education, or before or after-school hunting or rifle clubs. Firearms brought to school for such purposes shall be brought to the school employee designated to receive such firearms. The designated employee shall store the firearms in a secure location until they are removed for use in the approved activity.

The district shall report any student who brings a firearm to school to the criminal justice system or juvenile delinquency system by notifying local law enforcement

#### **4.23-TOBACCO AND TOBACCO PRODUCTS**

Smoking or use of tobacco or products containing tobacco in any form (including, but not limited to, cigarettes, cigars, chewing tobacco, and snuff) in or on any real property owned or leased by a district school, including school buses owned or leased by the district, is prohibited. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures. With the exception of recognized tobacco cessation products, this policy's prohibition includes any tobacco or nicotine delivery system or product. Specifically, the prohibition includes any tobacco or nicotine delivery system or product.

**Violation Consequences: 1st Offense: 1 Day ISS**

**2nd Offense: 3 Days ISS**

**3rd Offense: 5 Days ISS**

#### **4.23.2—VAPING & VAPING PRODUCTS**

Vaping, possession, or the use of any kind of vaping product in any form (including, but not limited to, e-cigarette, e-cigars, e-pipes) in or on any real property owned or leased by a District School, including school buses owned by or leased by the district, is prohibited. Students who violate this policy may be subject to legal proceedings in addition to student disciplinary measures. The policy prohibition includes any product that is manufactured, distributed, marketed, or sold as e-cigarettes, e-cigars, e-pipes, or under any other name or descriptor.

**Violation Consequences: 1st Offense: 4 Days ISS**

**2nd Offense: 4 Days OSS**

**3rd Offense: 10 Days OSS with recommendation for expulsion**

#### **4.24-DRUGS AND ALCOHOL**

The purpose of this policy is to maintain a safe and healthful environment for students.

\*Use of medications, controlled substances, toxic substances, or alcohol at school or in any other school location, is prohibited. Paraphernalia associated with controlled substances is prohibited. It shall be a violation of this policy for any student to use alcohol, toxic substances, controlled substances or paraphernalia at school or in any school location. The school district will act to enforce this policy and to discipline or take appropriate action against any student who violates this policy.

\*Other than as allowed under the medication policy.

#### **Definitions**

**“Alcohol”** - includes any alcoholic beverage, malt beverage, fortified wine or other intoxicating liquor.

**“Controlled substances”** - include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through VI of the Arkansas Controlled Substance Act (5-64-201) including analogues and look-alike drugs.

**“Toxic substances”** - includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.

**“Use”** - includes \*using, possessing, being under the influence of, \*\*selling, manufacturing, distributing or dispensing, alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration and buying or possessing a controlled substance in quantities that qualify as “intent to deliver” amounts under Arkansas State Law. (\*Level I offense; \*\*Level II offense)

**“Possess”** - means to have on one’s person, in one’s effects, or in an area subject to one’s control (e.g. automobile, purses, book bags, etc.)

**“School location”** - includes any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

**“Drug Paraphernalia”** - means all equipment, products, and materials of any kind which are used, or designed for use, in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance in violation of the Controlled Substances Act of Arkansas.

### **Consequences for Violations of this Policy**

A violation of the medication policy involving giving or selling medication or a violation of this policy involving the use of alcohol, controlled substances, including narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in schedules I - VI of the Arkansas Controlled Substance Act shall result in the following disciplinary action and referral to legal authorities:

#### **Possessing, transmitting, or selling substances which are thought to be illegal drugs but are look-a-like substances or drug paraphernalia:**

Minimum Penalty Suspension

Maximum Penalty Expulsion

#### **Possessing, transmitting, selling, using, or being under the influence of alcohol or toxic substances:**

Minimum Penalty Suspension

Maximum Penalty Expulsion

#### **Possessing a medication for which the student has a prescription but they failed to follow Wynne Public Schools medication policy.**

Minimum Penalty In School Suspension

Maximum Penalty Expulsion

#### **Possessing, transmitting, selling, using, or being under the influence of a controlled substance as defined in Schedules I through VI of the Arkansas Controlled Substance Act (5-64-201) including analogues and look-alike drugs.**

Minimum Penalty Suspension

Maximum Penalty Expulsion

**\*The disciplinary action may be modified by the Superintendent (designee) for students in grades K-12.**

Any student found to have an odor of alcohol, marijuana, or toxic substance on his/her breath or clothing will be detained in the office of the principal until his/her parent arrives and a determination is made as to the disposition of the matter. This provision is for those situations where the student has an odor of alcohol, marijuana, or toxic substance from early mornings or previous evening activities.

When controlled or non-prescription substances are found at school or at school-sponsored activities, the proper legal authorities will be notified.

Any student involved in the above will be afforded all rights of due process.

Act 1217 of 2001 requires school principals to notify the parents of a student who is reported to, interviewed by, or taken into custody by law enforcement personnel.

Act 1268 of 2011 requires notification to a school district when a juvenile is arrested or adjudicated delinquent for any offense that may affect the safety of the juvenile while at school or the safety of others at school.

## **SECOND CHANCE PROGRAM**

Students who are recommended for expulsion for violation of district drug and alcohol policy MAY be eligible to appeal to the superintendent of schools for placement in the "Second Chance Program" to avoid expulsion. This request must be made directly to the superintendent by the parent or guardian and/or the student. This program is designed to allow eligible students a possibility of continuing as a Wynne student under a strict probation and with specific limitations.

## **STUDENT DRUG TESTING POLICY**

### **MISSION STATEMENT:**

Wynne Public Schools recognizes that drug abuse is a significant health problem for students, detrimentally affecting overall health, behavior, learning ability, reflexes, and the total development of each individual. Our stakeholders are determined to help students by providing another incentive for them to say "No". It is critical that educators and parents continually seek ways to implement effective programs that provide the appropriate actions to address and foster a drug free environment in our schools. The purpose of the policy is threefold: (1) To provide for the health and safety of students in grades 7-12 that participate in activity programs or operate a vehicle on campus, (2) To weaken the effects of peer pressure by providing a legitimate reason for students to refuse to use illegal drugs, and (3) to encourage students who use drugs to participate in drug treatment programs. Drug abuse includes but is not limited to, the use of illegal drugs, alcohol, and the misuse of legal drugs and medications.

### **DEFINITIONS:**

Drug:

*Any substance considered illegal by Arkansas Statutes or which is controlled by the Food & Drug Administration unless prescribed by a licensed physician and the misuse of legal drugs and medications.*

## Activity Programs:

*Any activity that meets the guidelines of the Arkansas Activities Association and /or sponsored by the Wynne Public School District. This includes but is not limited to all school sponsored academic, athletic/spirit and student groups which include:*

Band	FCCLA	ROTC
Baseball	FFA	Science Club
Basketball	Fire Marshals	Soccer
Broadcast Staff	Flag Line	Softball
Cheerleading	Football	Student Council
Choral Music	Golf	Swim Team
Class Officers	HOSA	Tennis
Color Guard	Homecoming Court	Track
Dance Team	Key Club	Trap Team
Drama Team	Newspaper Staff	Volleyball
FBLA	NHS	Yearbook Staff
FCA	Rotary Interact	Youth Alive
		VICA

## School Year:

*From the first day of classes in the fall, unless the activity begins prior to the first day of classes, in which event, from the first day of practice through the last day of classes in the spring.*

## TESTING AGENCY:

The district will choose a certified agency for the purpose of randomly selecting students consistent with the criteria set forth by the district, processing sample results, and maintaining privacy with respect to test results and related matters.

## PRESCRIPTION MEDICATION:

Students who are taking prescription medication may provide a copy of the prescription or a doctor's verification, which will be considered in determining whether a "positive" test has been satisfactorily explained. That documentation will be forwarded to the testing coordinator to consider the student's use of

such medication to assure the accuracy of the result. Students who refuse to provide verification and test positive will be subject to the actions specified below for “positive tests.”

#### SCOPE OF TESTS:

The drug screening samples will be tested for illegal drugs and the misuse of prescription drugs. Student samples will not be screened for the presence of any substances other than an illegal drug or for the existence of any physical condition other than drug intoxication. As a quality control measure, the school reserves the right to send any urine sample that appears unusual in color and /or consistency to a laboratory for testing and confirmation or non-confirmation.

#### RANDOM SELECTION CRITERIA

All students who opt to participate in activity programs as previously defined or drive a vehicle on campus will be entered into a pool for random selection.

#### PROCEDURES FOR STUDENTS:

Consent: Each student wishing to participate in any activity program or drive on campus and the student’s custodial parent or guardian shall consent in writing to drug testing pursuant to the district’s drug testing program. Written consent shall be in the form attached to this policy as FORM A. No student shall be allowed to participate in any activity program or drive a vehicle on campus absent such consent.

Student Selection: At the option of the district, all students in activity programs or who drives on campus may be drug tested during the school year. Other students may voluntarily participate in the testing pool with a consent form signed by a parent or guardian. In addition, random testing will be conducted a minimum of four (4) times during each semester. Selection for random testing will be by lottery drawing from a “pool” of all students participating in activity programs in the district at the time of the drawing. A single test can be required by a principal from a student for reasonable suspicion. The superintendent or designee shall take all reasonable steps to assure the integrity, confidentiality, and random nature of the selection process including, but not necessarily limited to, assuring that the names of all participating students are in the pool, assuring that the agency selecting the students has no way of knowingly choosing or failing to choose particular students for the testing, assuring that the identity of students drawn for testing is not known to those involved in the selection process, and assuring direct observation of the process by the least intrusive means possible while assuring brevity and privacy.

#### SAMPLE COLLECTION:

Samples will be collected within a two (2)-hour time period on the same day the student is selected for testing. If a student is absent on that day, the student may be tested upon the student’s return to school. A student who is notified and fails to report immediately shall result in a positive screening, and will be subject to the actions specified below for a “positive test.” If a student is unable to produce a sample, the student may be required to submit a hair sample. Students are responsible for any additional costs associated with hair sample testing. Otherwise, the student will remain at the testing facility until a sample can be produced.

## LIMITED ACCESS TO RESULTS:

The results will be reported only to the superintendent or his/her designee.

## PROCEDURES IN THE EVENT OF A POSITIVE RESULT:

Whenever a student's test result indicates the presence of illegal drugs or the misuse of legal or prescription drugs ("positive test"), the following will occur:

If the sample tests positive, a custodial parent or legal guardian will be notified and a meeting will be scheduled with the superintendent or his/her designee, the student, the custodial parent or legal guardian. (Forms B, C,)

### FIRST POSITIVE RESULT:

Following a positive test result, the student will be placed on confidential probation for a period of thirty (30) days. The student will be recommended for counseling; any charges incurred will be the responsibility of the parents. The school will provide a list of qualified drug abuse counselors. A student who has served a confidential probation period will be retested at the expense of the district. The test will be administered on the next random testing date following the probationary period. If the retest results are found to be positive, this will count as the official second positive result.

### SECOND POSITIVE RESULT:

A second positive result in the 24-month period following the first positive test will result in the student's suspension from participating in activities or driving on campus for one calendar year (365 days).

### THIRD POSITIVE RESULT:

For the third positive result, the student will be suspended from participating in activities for the remainder of his/her enrollment with the school district. Screening for students beginning in Grade 7 will be cumulative through grade 9. Screening for students beginning in grade 10 will be cumulative through grade 12.

## NON-PUNITIVE NATURE OF POLICY:

No student shall be penalized academically for testing positive for illegal drugs. The results of drug tests pursuant to this policy will not be documented in any student's academic records. Information regarding the results of drug tests will not be disclosed to criminal or juvenile authorities absent legal compulsion by valid and binding subpoena or other legal process, which the district shall not solicit. In the event of service of any such subpoena or legal process, the student and the student's custodial parent or legal guardian will be notified as soon as possible by the district.

## OTHER DISCIPLINARY MEASURES:

By accepting this policy, the district is not precluded from utilizing other disciplinary measures set forth in the Student Discipline Policy. Likewise, this policy does not preclude the district from following its

disciplinary procedure and resulting action when founded upon reasonable belief and suspicion that a student has participated in drug-related activities.

If a student exhibits physical manifestations in which administration determines to be as a result of drug or alcohol use, the student will be subject to the consequences listed in the Drug and Alcohol Policy defined in the Student Handbook.

#### **4.29-Wynne School District Acceptable Use Policy (AUP) & Internet Policy**

Wynne School District offers staff and students access to its electronic communication equipment and networking system (hereafter referred to as “network”), including internet access. The following administrative guidelines supplement and define the Acceptable Use & Internet Policy for staff and student use of the network, which was adopted by the Board of Education on July 27, 2015.

The Wynne School District is responsible for securing its network and computer systems against unauthorized access and/or abuse, while making the technology available for authorized users. The use of technology resources is a privilege, not a right and should be treated as such. Access to the internet and technology is provided for professional, managerial, and educational purposes only. This responsibility includes informing users of expected standards of conduct and the punitive measures for not adhering to this policy.

By accessing and using technology, users acknowledge that inappropriate use is prohibited and may result in disciplinary action. The Wynne School District reserves the right to monitor or log all network activity with or without notice, including files, email and all web site communications, and therefore, users should have no reasonable expectation of privacy in the use of these resources.

The Technology Committee of Wynne School District has developed the following policy for the student body and faculty/staff covering the use of a computer and/or computer network. Any person using a computer and/or network is covered by this policy while on the school campus or when accessing the school’s system from a computer outside the physical boundaries of the school.

Wynne School District endeavors to protect the safety and security of students when navigating the internet. Wynne School District continuously works to educate all students about appropriate online behavior, including but not limited to contact with individuals on social networking websites and cyberbullying awareness and response.

#### **Technology infractions include but are not limited to:**

##### **1. General Infractions:**

- Using the network/internet for other than educational purposes
- Gaining intentional access or maintaining access to materials which are “harmful to minors” as defined by the Arkansas Law
- Using the network/internet to engage in sending numerous, unsolicited electronic mail messages or participating in chain letters which can degrade the performance of the network; or accessing chat lines/rooms
- Using abusive, obscene, sexually explicit, threatening, or profane language or expressions regarding racism or hate in private messages on the system; or using the system to harass, insult, or verbally attack others

- Wasting limited resources provided by the school or causing congestion of the network through lengthy downloads or files, or failing to delete old emails or other files which take up excessive space.
- Using technology in a way that interferes with work obligations
- Inhibiting other users from using the system or the efficiency of the system
- Identifying oneself with another person's name or password; or using an account or password of another user

## **2. Hardware-related Infractions;**

- Vandalize, steal, deface, destroy or remove computer equipment, parts, cables, accessories, etc.
- Unauthorized dismantling, disconnecting, or removing computer equipment, cables, or peripherals
- Misuse of computer hardware which results in temporary or permanent damage or possible damage to equipment
- Installation of unauthorized hardware
- Unauthorized relocation of hardware

## **3. Software-related Infractions:**

- Unauthorized changing of settings on computers including modifications or removal of software, operating systems, security programs, configuration files, etc.
- Intentional introduction of a virus, proxies or other destructive elements
- Installation of unauthorized and/or unlicensed software
- Vandalizing data of another user; or attempting to access or copy another user's files
- Gaining or attempting to gain unauthorized access to resources or files.
- Inappropriate use of files including:
  - Unauthorized copying of software programs
  - Unauthorized copying of files or disks
  - Unauthorized downloading of files.

## **4. Computer Ethics-related Infractions:**

- Attempting to access systems or files for unauthorized purposes
- Using or attempting to use unauthorized passwords- system security passwords, administrative passwords or other individual's passwords
- Failure to keep personal passwords secure and private
- Usage of computer for harassment (sexual, racial, personal, bullying, etc.)
- Usage of computer to convey or access any objectionable material including topics which are obscene, racially slurred, vulgar, sexually explicit, violent, etc.
- Excessive time usage causing the system to slow while others are waiting

## **5. Internet/Email related Infractions:**

- Unauthorized posting of information/graphics pertaining to Wynne School District, its employees, or students
- Visiting improper or inappropriate websites
- Design, creation or posting of websites which do not follow the district webpage standards
- Use of chat rooms, cyber cafes, etc.

- Accessing or playing games unless instructed to do so by the teacher or instructor
- Confidentiality – No email is confidential, personal, or private. All or part of an email can be sent to hundreds of people with just a few mouse clicks. In addition, emails can be subject to open records law.
- Persons should not post email messages containing inappropriate language or content.

#### **6. Wireless Devices:**

- All wireless devices that connect to Wynne School District network must also abide by the AUP, **including guests**

#### **Wynne School District Web Page**

- The technology coordinator or his/her designee will be responsible for the creation of web pages or the association of web pages to the district's home page. On occasion, a student's name and/or picture may appear on a school webpage; however, a student's picture will not be identified with his/her name.

#### **Technology Protection Measure**

- Wynne School District will participate in the Arkansas Department of Information Systems (DIS) topical filtering system as an active restriction measure to prevent access to material that is harmful to minors with a secondary line of topical filtering utilized on the additional bandwidth. District teachers and staff will make reasonable efforts to supervise student use of the network and internet access; however, they must have student cooperation in exercising and promoting the responsible use of the technology.

#### **Appropriate Online Behavior Education for Minors**

- Wynne School District educates minors about appropriate online behavior, including interaction with other individuals on social networking websites and in chat rooms, and in cyberbullying awareness response

#### **Your Rights**

- Users should expect only limited privacy in the contents of their personal files and email on the district's or school's network; they must realize that any information stored electronically on school-owned equipment is subject to the Arkansas Freedom of Information (FOI) Act. This situation is similar to the rights staff and students have in regard to their lockers, desks, or other storage systems.

#### **Disciplinary Action:**

All violations will be handled as any other infraction of school board policy. Disciplinary actions may include:

1. Revocation of computer access
2. Financial restitution
3. Students:

#### **Limitations of Liability**

The Wynne School District makes no guarantees that the functions of the services provided by or through the network will be error-free or without defect. The district will not be responsible for any damage the user may suffer, including but not limited to, loss of data or interruptions of

service. The district is not responsible for the accuracy or quality of the information obtained through or stored on the network. The district will not be responsible for financial obligations arising through the unauthorized use of the network.

This policy will be periodically reviewed/revised as deemed necessary by the Wynne School District Technology Committee.

### **Violation Consequences:**

**Saturday School will be given for each offense. Repeated or severe infractions will result in disciplinary action determined by the principal.**

## **DETENTION**

### **Grades 9-12**

The purpose of detention is to address minor infractions of the student handbook. If a student does not attend an assigned detention, the student will be assigned two (2) days of detention. If the student misses one of the two assigned days in detention, the student will be placed in Saturday School.

### **Grades 6-8**

The purpose of lunch detention is to address minor infractions of the student handbook. If a student does not attend lunch detention, an additional day of lunch detention will be added. If the student misses one of the two assigned days in detention, the student will be placed in Saturday School.

### **Lunch Detention**

The purpose of lunch detention is to address minor infractions of the student handbook. If a student does not attend an assigned detention, the student will be assigned two (2) additional days of detention. If the student misses one of the two assigned days in detention, the student will be placed in Saturday School.

When sent to detention, the student must bring and work on academic assignments. A student who is tardy to detention, talks, or disrupts in any manner in the detention room will be dismissed for that day and have his/her detention time doubled. Lunch detention will be held Monday-Friday during the students' lunch period. Detentions will be served in a designated classroom, unless teachers ask for students to serve in their room.

Lunch detention will be held Tuesday-Friday during the students' lunch and advisory period.

**Students are required to remain silent during the entirety, before eating, while eating, and after eating. Any student who is absent for lunch detention will receive lunch detention the next day.**

### **Morning Detention (SENIOR HIGH ONLY)**

Morning detention is held on Tuesday, Wednesday, Thursday, and Friday mornings of each week during the school year. Students who are assigned to the detention hall will be given one day to make arrangements for transportation. Morning detention will be held from 7:15 am to 7:50 am.

Students who fail to attend detention hall will be assigned an additional day of detention hall two (2) times during the semester. Each failure to attend detention hall after two (2) will result in Saturday School being assigned.

## **SATURDAY SCHOOL**

The Wynne School Board authorizes the use of Saturday School to address minor offenses relating to behavior and/or academics. Students must adhere to the following guidelines:

- All school rules apply to Saturday School, including dress code and behavior;
- One time per semester the student may reschedule an assigned Saturday School. Notification must be pre-approved by the building principal before the assigned date;
- If a student does not attend Saturday School, misbehaves, or does not complete assignments he/she will be assigned two (2) additional days. If the student misses one of the additional assigned days he/she will be suspended;
- Students should arrive by 8 a.m. at the high school for Saturday School. Students will not be admitted after 8 a.m. Arrival after 8 a.m. will result in a missed Saturday School.

### **In-School Suspension**

Students may be assigned to the In-School Suspension for conduct which is detrimental to the effective operation of Wynne Senior High School.

Assignment to ISS / AEP will usually follow other efforts to correct the behavior of the student.

#### **A. PURPOSES:**

1. To provide a more productive learning environment by removing the habitually disruptive student, either temporarily or long term.
2. To provide special, intensive guidance for the student who is a persistent behavior problem; to rehabilitate as many students as possible to help them adjust to the normal school environment.
3. To significantly decrease the number of suspensions and expulsions from the Senior High School.
4. To reduce the number of students who drop out of school.

#### **B. PURPOSES:**

1. To provide a more productive learning environment by removing the habitually disruptive student, either temporarily or long term.
2. To provide special, intensive guidance for the student who is a persistent behavior problem; to rehabilitate as many students as possible to help them adjust to the normal school environment.
3. To significantly decrease the number of suspensions and expulsions from the Senior High School.
4. To reduce the number of students who drop out of school.
5. Upon entering the ISS/AEP, the director will inform the student of the rules and procedures of the ISS/AEP classroom.
6. The student assigned to the ISS/AEP, must provide own transportation to and from the ISS/AEP site.
7. Students assigned to the ISS/AEP shall complete assignments and tests while there, for full credit from their regular classes. The ISS/AEP director will coordinate this work with students and teachers.
8. Students assigned to ISS/AEP will not be permitted to participate or attend assemblies, athletic contests or other school-sponsored activities on the day or days assigned to the ISS/AEP unless permission is granted by administration.
9. Assigned students will be closely supervised. They will not be allowed to associate with other students. Necessary breaks for water and restroom use will be permitted. ISS/AEP will eat lunch from 10:40 to 11:00. They may bring their lunch or eat a school prepared meal.
10. Students who are assigned to ISS/AEP should report directly to the ISS/AEP room at 7:55 am. and will be released at 3:15 p.m.

11. If after a student has been assigned a total of five (5) days ISS/AEP (excluding truancy) per semester and he/she commits an offense serious enough (as judged by the administrator) to merit assignment to ISS/AEP (excluding truancy) again, the student will be suspended from school. Any further offense serious enough to merit a suspension or an ISS/AEP (excluding truancy) assignment may result in a ten (10) day suspension and a recommendation to the school board for expulsion for the remainder of the school year.

#### **4.30—SUSPENSION FROM SCHOOL**

Students who are not present at school cannot benefit from the educational opportunities the school environment affords. Administrators, therefore, shall 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 school principals or their designees to suspend students for disciplinary reasons for a period of time not to exceed ten (10) school days, including the day upon which the suspension is imposed. The suspension may be in school or out of school. Students are responsible for their conduct that occurs:

- at any time on the school grounds;
- off school grounds at a school-sponsored function, activity, or event; and
- going to and from school or a school activity.

A student may be suspended for behavior including, but not limited to that which:

1. Is in violation of school policies, rules, or regulations;
2. Substantially interferes with the safe and orderly educational environment;
3. School administrators believe will result in the substantial interference with the safe and orderly educational environment; and/or
4. Is insubordinate, incorrigible, violent, or involves moral turpitude.

Out-of-school suspension (OSS) shall not be used to discipline a student in kindergarten through fifth (5<sup>th</sup>) grade unless the student's behavior:

- a. Poses a physical risk to himself or herself or to others;
- b. Causes a serious disruption that cannot be addressed through other means; or
- c. Is the act of bringing a firearm on school campus.

OSS shall not be used to discipline a student for skipping class, excessive absences, or other forms of truancy.

The school principal or designee shall proceed as follows in deciding whether or not to suspend a student.

1. the student shall be given written notice or advised orally of the charges against him/her;
2. 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; and
3. if the principal finds the student guilty of the misconduct, he/she may be suspended.

When possible, notice of the suspension, its duration, and any stipulations for the student's readmittance to class will be given to the parent(s), legal guardian(s), or to the student if age eighteen (18) or older prior to the suspension. Such notice shall be handed to the parent(s), legal guardian(s), or to the student if age eighteen (18) or older or mailed to the last address reflected in the records of the school district.

Generally, notice and hearing should precede the student's removal from school, but if prior notice and hearing are not feasible, as where the student's presence endangers persons or property or threatens disruption of the academic process, thus justifying immediate removal from school, the necessary notice and hearing should follow as soon as practicable.

It is the parents' or legal guardians' responsibility to provide current contact information to the district which the school shall use to immediately notify the parent or legal guardian upon the suspension of a student. The notification shall be by one of the following means, listed in order of priority:

- A primary call number;
  - The contact may be by voice, voice mail, or text message.
- An email address;
- A regular first class letter to the last known mailing address.

The district shall keep a log of contacts attempted and made to the parent or legal guardian.

During the period of their suspension, students serving OSS are not permitted on campus except to attend a student/parent/administrator conference.

During the period of their suspension, students serving in-school suspension shall not attend or participate in any school-sponsored activities during the imposed suspension.<sup>3</sup>

Suspensions initiated by the principal or his/her designee may be appealed to the Superintendent, but not to the Board.

Suspensions initiated by the Superintendent may be appealed to the Board.

#### **4.31-EXPULSION**

The Board of Education may expel a student for a period longer than ten (10) school days for violation of the District's written discipline policies. The Superintendent may make a recommendation of expulsion to the Board of Education for student conduct:

- Deemed to be of such gravity that suspension would be inappropriate;
- Where the student's continued attendance at school would disrupt the orderly learning environment; or
- Would pose an unreasonable danger to the welfare of other students or staff.

Expulsion shall not be used to discipline a student in kindergarten through fifth (5<sup>th</sup>) grade unless the student's behavior:

- a. Poses a physical risk to himself or herself or to others;
- b. Causes a serious disruption that cannot be addressed through other means; or
- c. Is the act of bringing a firearm on school campus.

The Superintendent or his/her designee shall give written notice to the parents or legal guardians (mailed to the address reflected on the District's records) that he/she will recommend to the Board of Education that the student be expelled for the specified length of time and state the reasons for the recommendation to expel. The notice shall give the date, hour, and place where the Board of Education will consider and dispose of the recommendation.

The hearing shall be conducted not later than ten (10) school days following the date of the notice, except that representative of the Board and student may agree in writing to a date not conforming to this limitation.

The President of the Board, Board attorney, or other designated Board member shall preside at the hearing. The student may choose to be represented by legal counsel. Both the district administration and School Board also may be represented by legal counsel. The hearing shall be conducted in open session of the Board unless the parent, or student if age eighteen (18) or older, requests that the hearing be conducted in executive session. Any action taken by the Board shall be in open session.

During the hearing, the Superintendent, or designee, or representative will present evidence, including the calling of witnesses that gave rise to the recommendation of expulsion. The student, or his/her representative, may then present evidence including statements from persons with personal knowledge of the events or circumstances relevant to the charges against the student. Formal cross-examination will not be permitted. However, any member of the Board, the Superintendent, or designee, the student, or his/her representative may question anyone making a statement and/or the student. The presiding officer shall decide questions concerning the appropriateness or relevance of any questions asked during the hearing.

Except as permitted by Policy 4.22, the Superintendent shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm prohibited on school campus by law. The Superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parents or legal guardians of a student 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 that they have read and understand said laws prior to the student being enrolled in school.

The Superintendent 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 enrollment status of the student.

#### **4.32—SEARCH, SEIZURE, AND INTERROGATIONS**

The District respects the rights of its students against arbitrary intrusion of their person and property. At the same time, it is the responsibility of school officials to protect the health, safety, and welfare of all students enrolled in the District in order to promote an environment conducive to student learning. The Superintendent, principals, and their designees have the right to inspect and search school property and equipment. They may also search students and their personal property in which the student has a reasonable expectation of privacy, when there is reasonable and individualized suspicion to believe such student or property contains illegal items or other items in violation of Board policy or dangerous to the school community. School authorities may seize evidence found in the search and disciplinary action may be taken. Evidence found which appears to be in violation of the law shall be reported to the appropriate authority.

School property shall include, but not be limited to, lockers, desks, and parking lots, as well as personal effects left there by students. When possible, prior notice will be given and the student will be allowed to be present along with an adult witness; however, searches may be done at any time with or without notice or the student's consent. A personal search must not be excessively intrusive in light of the age and sex of the student and the nature of the infraction.

The Superintendent, principals, and their designees may request the assistance of law enforcement officials to help conduct searches. Such searches may include the use of specially trained dogs.

A school official shall conduct personal searches with a certified adult witness present.

State Law requires that Department of Human Services employees, local law enforcement, or agents of the Crimes Against Children Division of the Department of Arkansas State Police, may interview students without a court order for the purpose of investigating suspected child abuse. In instances where the interviewers deem it necessary, they may exercise a “72-hour hold” without first obtaining a court order. Other questioning of students by non-school personnel shall be granted only with a court order directing such questioning, with permission of the parents of a student (or the student if above eighteen [18] years of age), or in response to a subpoena or arrest warrant.

If the District makes a report to any law enforcement agency concerning student misconduct or if access to a student is granted to a law enforcement agency due to a court order, the principal or the principal’s designee shall make a good faith effort to contact the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis on student enrollment forms. The principal or the principal’s designee shall not attempt to make such contact if presented documentation by the investigator that notification is prohibited because a parent, guardian, custodian, or person standing in loco parentis is named as an alleged offender of the suspected child maltreatment. This exception applies only to interview requests made by a law enforcement officer, an investigator of the Crimes Against Children Division of the Department of Arkansas State Police, or an investigator or employee of the Department of Human Services.

In instances other than those related to cases of suspected child abuse, principals must release a student to either a police officer who presents a subpoena for the student, or a warrant for arrest, or to an agent of state social services or an agent of a court with jurisdiction over a child with a court order signed by a judge. Upon release of the student, the principal or designee shall give the student’s parent, legal guardian, or other person having lawful control by court order, or person acting in loco parentis notice that the student has been taken into custody by law enforcement personnel or a state’s social services agency. If the principal or designee is unable to reach the parent, he or she shall make a reasonable, good faith effort to get a message to the parent to call the principal or designee, and leave both a day and an after-hours telephone number.

#### **4.48-Video Surveillance**

The Wynne School District utilizes video surveillance equipment in school buildings, on school grounds and in school vehicles. Students will be held responsible for any violations of school discipline rules caught by the cameras and other technologies.

Students who vandalize, damage, disable, or render inoperable (temporarily or permanently) surveillance cameras and equipment, automatic identification, or data compilation devices shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.