

WOODS SCHOOL STUDENT/PARENT HANDBOOK



2022-2023

School Hours: 8:20 AM-3:35 PM Monday through Friday

Phone: (262)248-3816

Fax: (262)248-7021

Website: www.woodsschool.com

Facebook and Twitter: @WoodsWay Geneva

WELCOME

The start of a new school year brings a fresh start for new learning and growth. We are so excited you will be part of our learning community at Woods School. The Board of Education, the Woods Staff, and I would like to welcome you as you begin the new school year.

We look forward to returning to the rich traditions that make Woods School so special. We anticipate returning to pre-pandemic traditions like the Thanksgiving Feast, field trips and assemblies throughout the year. We look forward to working with you throughout the year to ensure your child has the best school experience possible. Please do not hesitate to reach out at any time with your questions, feedback, and/or concerns. We are better together!

This handbook is designed for both our students and their parents. Inside you will find a listing of a number of policies and procedures for our school. Some of these policies have been shortened for ease of reading. When this has been done, readers may refer to the hyperlink to view the entire policy. All school board policies, (including those not listed in this handbook are available via our school district website.) We have made the effort to include the most pertinent information that will help you start the year off successfully. In the event something is unclear, please feel free to contact us for clarification at 262-248-3816.

The staff and I look forward to working with our Woods students and their families this school year. Please be on the lookout for the Woods Updates that are published monthly via email and our facebook page. Time sensitive announcements may be sent via text (SMS) messages as well. Please make sure the school has your current email address and cell phone number to ensure you receive all communications from school.

Sincerely,
Lynn Davies
District Administrator

PERSONNEL-STAFF

District Administrator	Mrs. Lynn Davies
4 Year-Old Kindergarten	Mrs. Georgene Darbro
Kindergarten	Mrs. Jenna Kase
1 st Grade	Mr. Nathan Halverson
2 nd Grade	Mrs. Jody Teske
3 rd Grade	Mrs. Kristina Borowczyk
4 th Grade	Mrs. Nicole Leitzke
5 th Grade	Mr. Joe Milroy
6 th Grade (Middle School English/Language Arts)	Mrs. Ann Pittam
7 th Grade (Middle School Science/Social Studies)	Mrs. Kimberlee Wittliff
8 th Grade (Middle School Mathematics)	Mrs. Jennifer Kawlewski
Special Education	Ms. Elizabeth Bushey
Physical Education	Mr. Keith Lofy
Guidance Counselor	Ms. Christine Wichser
Health Coordinator	Mr. Keith Lofy
Reading Intervention	Mr. Greg Colandrea
Math Intervention	Mrs. Kristi Lauzon
Speech Therapist	Mrs. Angela Schnobel
School Nurse	Ms. Jessica Hoffman
Art	Mrs. Kym Hammernik
Music/Band/Chorus	Mr. Gregory Schoeder
Spanish	Mrs. Stephanie Freitag
French	Mrs. Kristi Reiersen
F.A.C.S.	Mrs. Colleen Trybula
Instructional Aide	Mrs. Jimalee Binn
School Secretary	Mrs. Kathy Smiley
Building and Grounds	Mr. Wayne Rowehl
Custodian	Mr. Craig Sertzel

FOREWORD

This handbook was developed to answer many of the commonly asked questions that students and families may have during the school year. The handbook summarizes many of the official policies and administrative guidelines of the School Board and the District. To the extent that the handbook is ambiguous or conflicts with these policies and guidelines, the policies and guidelines shall control. This handbook is effective immediately and supersedes any prior student handbook.

Because the handbook also contains information about student rights and responsibilities, each student is responsible for knowing its contents. Please take time to become familiar with the following information and keep the handbook available for you and your parents' use. It can be a valuable reference during the school year and a means to avoid confusion and misunderstanding when questions arise. Should you have any questions that are not addressed in this handbook, contact the District Administrator.

If any of the policies or administrative guidelines referenced herein is revised after June 30, 2022, the language in the most current policy or administrative guideline prevails. The current policies are linked on the front page of the District's website.

EQUAL ACCESS TO EDUCATIONAL OPPORTUNITY

The Board is committed to providing an equal educational opportunity for all students in the District.

The Board does not discriminate on the basis of race, color, religion, national origin, ancestry, creed, pregnancy, marital status, parental status, sexual orientation, sex, or physical, mental, emotional, or learning disability (Protected Classes) in any of its student program and activities. This policy is intended to support and promote nondiscriminatory practices in all District and school activities.

Students, Parents and all other members of the Geneva Jt. 4 School District are encouraged to promptly report any suspected violations of this policy to a school employee. All complaints will be filed with the District Compliance Officer. All complaints will initiate a prompt investigation. Initiating a complaint will have no negative impact on a student's individual participation in educational or extracurricular programs unless such complaint is made maliciously or with the knowledge that is false.

[Board Policy 2260](#)-Nondiscrimination and Access to Equal Educational Opportunity.

GENERAL INFORMATION AND EXPECTATIONS

Office Hours

The school office hours are 7:30 a.m. until 4:00 p.m.

School Day Hours

- Instructional Hours are from 8:20 AM until 3:35 PM
- Students are encouraged to arrive no earlier than 8:10 AM
- Teachers will take attendance after the 8:20 AM bell.

Attendance

Regular school attendance is essential if students are to make satisfactory progress in school. Parents may excuse their child from school for illness, family emergencies, and medical appointments. If your child will be absent from school, please contact the main office by 8:30 a.m. on the day of the absence. Students who are absent more than three (3) days or upon administrator's request may be asked to provide a doctor's excuse.

If you will need to pick your child up from school during the school day, please send a note to school with your child indicating the time they will be picked up and whether or not they will return to school that day. To ensure student safety, please notify us if someone other than a parent or guardian will be picking up your child.

Tardiness

Arriving on time enables our students to be organized and ready for the day's activities. We encourage parents to make every effort to have their children to school by **8:20 a.m.** Any student who is late in arriving at school should report to the school office to sign in.

Truancy

Per state law, any student who is absent for *all or part of 5 days* in a semester, without an acceptable excuse, may be considered habitually truant. Students deemed habitual truants may be referred to Walworth County Juvenile Services

State law allows parents to exempt their child from school for up to 10 days during a school year. Doctor excused absences are not included in this number.

Obtaining Religious Instruction

Students may wish to obtain religious instruction outside the school during the required school hours. The time or periods of absence shall be determined by the District Administrator. Such absences must be at least 60 minutes but not more than 180 minutes per week. Requests for absence under this paragraph shall be denied if the student fails to attend religious instruction after requesting to be absent from his or her regular school. The supervisor of such religious instruction shall report monthly to the District Administrator of the school regularly attended, the names of the students who attended such weekly religious instruction. See Policy 5223 - Religious Instruction for further details.

Makeup Work

Students are allowed two (2) make-up days for each missed day of school. Students should consult their teacher(s) regarding missed work. Parents may request homework for their child during an absence. Requests for such work should be made in the morning when reporting the absence.

Communication Plan

The staff and I look forward to working with our Woods students and their families this school year. Please be sure to look for our monthly Woods newsletter sent via email and posted on our Facebook and for important updates and happenings at school. Your child's teacher will communicate with you about preferred communication methods at the beginning of the school year.

Transportation

Drop off and pick up: Students being transported to school by their parents should be dropped off at their designated area:

6-8th Grade

Enter the South Drive, turn right then left and drive as near to the stop sign to drop off or pick up your student. If you have a 4K-5th grade student turn right at the stop sign. If you do not have other grade students turn left at the stop sign. If you do not have any other students to pick up, turn left at the stop sign and proceed slowly to Snake Road.

4K-5th Grade

Enter the South drive, go straight until you reach the back circle drive. If you have a 3rd-5th grade student, please drop off or pick up at the first entrance after entering the circle drive. If you have a 4K-2nd grade student please drive up to the second entrance. After dropping off/picking up students please proceed slowly to Snake Road.

Parents should not leave their vehicles, adults will escort your 4K-5K student to the car.

Bus Rider Conduct

Riding the school bus is considered an extension of the classroom and a privilege; therefore, the School Board shall require students to conduct themselves in a manner consistent with established standards for classroom behavior. In cases when a student fails to conduct himself/herself properly, such misconduct is to be brought to the attention of the bus driver. All misconduct reports will be reviewed through the office and appropriate measures will be taken. If continuing or serious issues exist, the bus riding privileges may be suspended. Riding the bus is a privilege that may be revoked if a student is unable to adhere to general rider expectations. In such cases, the parent/guardian of the student will become responsible for ensuring that the student has a safe alternative mode of transportation to school.

Open Enrollment Student Transportation

Transportation will not be provided for nonresident, open enrollment students to attend classes at WoodsSchool. In addition, the Geneva Joint #4 School District prohibits resident students from receiving transportation from another district to attend their schools. Furthermore, other districts are expressly forbidden from entering the boundaries of the Geneva Joint #4 School District to provide transportation to Geneva Joint #4 School District resident students who are attending schools in another district through the Open Enrollment Program.

Food Service

Woods offers milk as well as hot lunch options as part of the Food Service Program. Students, staff, and visitors to the building may enjoy the daily options.

Cost:

The Geneva Jt. 4 School District participates in the Federal School Lunch Program.

Cost for a student lunch is \$3.50.

Menu: The monthly menu is posted under the "Parents" tab on our website.

Student Learning and Activities

Student Data and Assessment

The Geneva Jt. 4 school district utilizes multiple data points to measure each child's academic growth as well as areas of strength for extended learning and areas in need of extra support. Standardized testing is one method of evaluating the overall academic program. Students at Woods participate in the MAP (Measures of Academic Progress) assessment and the Wisconsin Forward Exam. Every effort is made to remind parents of these testing dates well in advance so that appointments can be avoided.

Field Trips

As part of the educational program, students may participate in field trips. Families will be provided with permission forms for all trips occurring off campus. All trips will be supervised by staff. Parents/Guardians may be recruited to help as chaperones.

Student Clubs and Athletics

We encourage all students to participate in extracurricular activities throughout the school year. Information on how to join these activities will be shared on the morning announcements, and our website.

PARENT ENGAGEMENT

Parent/Teacher Conferences

Conferences are scheduled twice a year both in the fall and again in the late winter. Classroom teachers will communicate with parents on how to sign up for conferences prior to each conference day. Conference Dates for the 2022-2023 school year are:

Thursday, November 3rd: 12:30pm-7:30pm

Thursday, February 9th: 12:30pm-7:30pm

Connecting with Teachers

Communication between parents and teachers is vital to the success of students. We believe that a strong parent/teacher relationship contributes to a successful learning experience for students. Each teacher can be contacted via email, phone, or via other tools like Classdojo. Your child's teacher will provide avenues for regular two-way communication between school and home.

Friends of Woods

Friends of Woods (FOW) is a non-profit organization committed to raising funds to support all of the unique and creative extracurricular events that make Woods such a special place for students to learn and grow.

All parents, guardians, faculty and staff are invited to join Friends of Woods. Monthly meetings are generally held in the evenings at the school. FOW is always looking for help, creativity, hard work and input from our school community to help us, in turn, support our school. FOW members can participate on any level of involvement that is comfortable for them. Please see the [Friends of Woods Website](#) for more information.

Volunteers

Woods School invites parents and community members to join our school community by volunteering in our building. Volunteers can provide service in a variety of ways, including in the classroom, library and common area support. Interested parties should complete the following Volunteer Application, on

our website indicating areas of service interest as well as time availability. In addition, a Background check will need to be completed.

SAFE AND ORDERLY SCHOOL

Safety and Security

To ensure student and staff safety our doors are locked once the school day begins. Visitors may only enter the building via the front doors. Please use the buzzer on the far-left hand side of the entry to “buzz in”. All visitors will be asked their name, and purpose for visit. Visitors unable to provide this information will not be permitted entry. The safety of our students is our utmost priority. Please do not be offended if you are asked to identify yourself.

Part of keeping students and faculty safe is knowing who is in our buildings at all times. The Raptor system will better allow us to screen visitors, contractors, and volunteers in our schools and provide us with a safer environment for our students and staff.

Upon entering the building, visitors will be asked to present an ID such as a Driver’s License, which can either be scanned or manually entered into the system. If a parent or guardian for any reason does not have a US government-issued ID, the school staff member can use any form of identification and manually enter the person’s name into the Raptor system.

Once entry is approved, Raptor will issue a badge that identifies the visitor, the date, and the purpose of his/her visit. A visitor’s badge will not be necessary for those who visit our schools simply to drop off an item in the office or pick up paperwork.

Video Cameras

As part of our overall safety plan, Woods has surveillance cameras in public areas-hallways, playground, parking lot, etc. Video surveillance will not be used in areas where persons have a reasonable expectation of privacy (e.g. restrooms, locker rooms, changing areas, etc.)

Emergency Closing

When severe weather or other emergency conditions occur necessitating closing of school, our families will be notified via our automated dialing system. Local radio and television stations will also be notified. When watching TV or listening to the radio, Woods School will be closed any time Badger High School is closed. You may not hear Woods announced individually. It is important that you remember to update your Infinite Campus contact information if you change phone numbers, email addresses or other emergency contact information to ensure you receive these important notices.

Early Release Days

On Early Release days students will be dismissed at **11:20 a.m.** All parents should follow the drop-off/pick-up procedures as usual. Buses will run

Recess

Weather permitting; all students will go outside for recess at least once a day. Please make sure your child is dressed appropriately for the season’s weather. Requests that children stay indoors for recess cannot be granted, unless accompanied by a doctor’s written excuse.

Birthday Treats and Invitations

Birthday treats may be brought to share with the student's classmates and teacher. Please keep in mind they must follow all school safety guidelines for allergies (see guidelines). In addition, all treats must be store packaged, with an ingredient list, and be peanut and tree nut free. We appreciate you not distributing birthday party invitations at school, unless all classmates are included. The school is unable to provide addresses or phone numbers of classmates due to confidentiality reasons.

Health Room and Wellness:

The health room is staffed with a Red Cross trained employee during student hours. First aid is provided by school personnel when injuries are minor. Rest, in a quiet place is made possible for children who report they are not feeling well. If the child is too sick to remain in school, the parent or designated emergency contact will be called and asked to come to school to take the student home. Students with a fever higher than 100 degrees, vomiting or diarrhea will be sent home and should not return until they are symptom free for 24 hours. Your cooperation will help to prevent the spread of illness and protect students and staff who may have compromised immune systems.

Severe Injury or Illness

Emergency medical services will be contacted in the event of a severe injury or illness of a student. Parents or the emergency contact will also be called simultaneously. Children will be transported to the nearest hospital unless otherwise indicated by the parent or guardian on the emergency contact form.

Medication Administration

Board policy prohibits us from administering any type of medication without written consent from a parent/guardian. If your child needs medication administered while at school, please contact the health room for the appropriate paperwork. This includes all over-the-counter medications.

[School Board Policy 5330 - Administration of Medication Emergency Care](#)

Immunization Requirements

To protect students and children from diseases that are preventable by immunization, Wisconsin law requires all students to show that they have received the [required immunizations](#) or have a signed waiver.

Cleaning

[School Board Policy 7420 - Hygienic Management](#)

Creating a Positive Learning Environment

Guidance Program

Our Guidance program, (also referred to as social emotional learning program), provides students with the skills, knowledge and attitudes they need for positive social development and supportive relationship skills. We will focus on intellectual, cognitive and social development of our students. We will attend to personal, social and career development throughout the Guidance programming.

Bully Prevention

Bullying is deliberate or intentional behavior using words or actions, intended to cause fear, intimidation, or harm. Bullying may be a repeated behavior and involves an imbalance of power. Furthermore, it may be serious enough to negatively impact a student's educational, physical, or emotional well-being. The behavior may be motivated by an actual or perceived distinguishing characteristic, such as, but not limited to: age; national origin; race; ethnicity; religion; gender; gender identity; sexual orientation; physical attributes; physical or mental ability or disability; and social, economic, or family status; however, this type of prohibited bullying behavior need not be based on any of those particular or other particular characteristics. It includes but is not necessarily limited to such behaviors as stalking, cyberbullying, intimidating, menacing, coercing, name-calling, taunting, making threats, and hazing.

Complaint Procedures

Any student that believes s/he has been or is the victim of bullying should immediately report the situation to a staff member or administrator. Every student is encouraged to report any situation that they believe to be bullying behavior directed toward a student.

All complaints of bullying will be investigated and documented by the administration. If the investigation finds that bullying has occurred, it will result in prompt and appropriate disciplinary action. This may include student discipline, including, but not limited to reprimand, suspension, or possible expulsion.

[School Board Policy 5517.01- Bullying](#)

Student Code of Classroom Conduct

Respect for law and for those persons in authority shall be expected of all students. This includes conformity to school rules as well as general provisions of law regarding minors. Respect for the rights of others, consideration of their privileges, and cooperative citizenship shall also be expected of all members of the school community.

Respect for real and personal property; pride in one's work; achievement within the range of one's ability; and exemplary personal standards of courtesy, decency, and honesty should be maintained in the schools of this District.

Student conduct on or adjacent to school premises, on school vehicles, and at school-related events and activities shall be governed by the rules and provisions of the Student Code of Classroom Conduct. In addition, student conduct on internet-based social media outlets, when such conduct forms a sufficient connection to school or staff, is governed by the Code of Conduct.

[School Board Policy 5500 - Student Code of Classroom Conduct](#)

Classroom Management

The key to a positive and effective learning environment is sound classroom management that addresses all aspects of the classroom and empowers students to make great choices. Routines will be taught to students at the beginning of the school year and revisited until it is clear that all students understand the expectations and are able to perform them. Areas that may be addressed include getting the teacher's attention, using the restroom, turning in work, and any other routine that takes place on a daily basis. The techniques used by educators for addressing when a student fails to abide by classroom expectations are unique to each teacher. Although it is impossible to anticipate all possible situations, general plans will be in place for dealing with any behaviors that detract from the learning environment and will be used consistently. Note: students who persistently disrupt learning with minor offenses may require administrator involvement.

Student Dress and Grooming

The Board of Education recognizes that each student's style of dress and grooming are part of their personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance, except when their choices interfere with the educational program of the schools.

Accordingly, the District Administrator shall establish such grooming guidelines as are necessary to promote discipline, maintain order, secure the safety of students, and provide a healthy environment conducive to academic purposes. Such guidelines shall prohibit student dress or grooming practices which:

- present a hazard to the health or safety of the student himself/herself or to others in the school;
- interfere with school work, create disorder, or disrupt the educational program;
- cause excessive wear or damage to school property;
- prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement.

Such guidelines shall establish the dress requirements for members of the athletic teams, bands, and other school groups when representing the District at a public event.

[School Board Policy 5511 - Dress and Grooming](#)

Computer and Technology Use

Computers and other devices are becoming common tools for learning in today's classrooms. Your child will utilize technology on a regular basis as a student at Woods School. It is very important that students understand the expectations for use of these tools as well as the internet. Please closely review the Acceptable Use Policy (AUP) to understand these expectations and consequences for its misuse. Students and parents must agree to abide by these expectations in order to be permitted to use technology devices while at school. Parents are encouraged to contact our Library Media Specialist if they have concerns about internet safety instruction and web filtering services.

[School Board Policy 7540.03](#)

Telephone Calls and Text Messages During School Day

Students should not use their cell phones during the school day unless given specific permission by an adult. This includes sending and receiving text messages, and the use of social media. Please *refrain from texting or calling your child's phone during the school day*. If you need to reach your child please contact the main office, and we will either deliver a message to them, or have them return your call as soon as possible.

Personal Communication Devices (PCD)

To prevent damage or loss, it is preferred that students not bring personal communication devices like cell phones, tablets and devices to school. While students may possess personal communication devices (PCDs) in school, on school property, during after school activities (e.g., extra-curricular activities) and at school-related functions, they must be powered completely off (i.e., not just placed into vibrate or silent mode) and stored out of sight during school hours. **Wearable devices, like watches and exercise monitors should be disconnected from the phone.**

However, technology including, but not limited to, PCDs intended and actually used for instructional purposes (e.g., taking notes, recording classroom lectures, writing papers) will be permitted, as approved by the classroom teacher, special education teacher, or the building administrator. The use of a PCD to engage in non-education-related communications is expressly prohibited.

Using a PCD to capture, record and/or transmit audio and/or pictures/video of an individual without proper consent is considered an invasion of privacy and is not permitted. Students who violate this provision and/or use a PCD to violate the privacy rights of another person may have their PCD confiscated and held until a parent or guardian picks it up and may be directed to delete the audio and/or picture/video file while the parent is present. If the violation involves potentially illegal activity, the confiscated-PCD may be turned over to law enforcement.

PCDs, with cameras or any other recording capabilities, may not be activated or utilized at any time in any school situation where a reasonable expectation of personal privacy exists. These locations and circumstances include, but are not limited to, classrooms, gymnasiums, locker rooms, shower facilities, rest/bathrooms, and any other areas where students or others may change clothes or be in any stage or degree of disrobing or

changing clothes. The District Administrator may determine other specific locations and situations where use of a PCD is absolutely prohibited.

Students shall have no expectation of confidentiality with respect to their use of PCDs on school premises/property.

Possession of a PCD by a student at school during school hours is a privilege that may be forfeited by any student who fails to abide by the terms of this policy, or otherwise abuses this privilege.

Violations of this policy may result in disciplinary action and/or confiscation of the PCD. The administration will also refer the matter to law enforcement or child services if the violation involves an illegal activity (e.g., child pornography, sexting). Discipline will be imposed on an escalating scale ranging from a warning to an expulsion based on the number of previous violations and/or the nature of or circumstances surrounding a particular violation. If the PCD is confiscated, it will be released/returned to the student's parent or guardian after the student complies with any other disciplinary consequences that are imposed, unless the violation involves potentially illegal activity in which case the PCD may be turned over to law enforcement. A confiscated device will be marked in a removable manner with the student's name and held in a secure location in the office until it is retrieved by the parent or turned over to law enforcement. School officials will not search or otherwise tamper with PCDs in District custody unless they reasonably suspect that the search is required to discover evidence of a violation of the law or other school rules. Any search will be conducted in accordance with [School Board Policy 5771 – Search and Seizure](#). If multiple offenses occur, a student may lose his/her privilege to bring a PCD to school for a designated length of time or on a permanent basis.

A person who discovers a student using a PCD in violation of this policy is required to report the violation to the Administrator.

Students are personally and solely responsible for the care and security of their PCDs. The Board assumes no responsibility for theft, loss, or damage to, or misuse or unauthorized use of, PCDs brought onto its property.

Lockers/Student Searches

Student lockers are the property of Woods School. An official, employee or agent of a school district may search a pupil's locker as determined when necessary or appropriate without the consent of the pupil, without notifying the pupil and without obtaining a search warrant according to Wisconsin State Statute 118.325.

[School Board Policy 5771- Search and Seizure](#)

Student Discipline

The Board of Education acknowledges that student discipline is closely related to learning and that an effective instructional program requires an orderly school environment, which is, in part, reflected in the behavior of students.

The Board believes that the best discipline is self-imposed and that students will learn to assume responsibility for their own behavior and the consequences of their actions.

The Board shall require each student of this District to adhere to the Code of Conduct promulgated by the administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. Such rules shall require that students:

- conform to reasonable standards of socially-acceptable behavior;
- respect the person and property of others;
- preserve the degree of order necessary to the educational program in which they are engaged;
- respect the rights of others;
- obey constituted authority and respond to those who hold that authority.

The District Administrator shall designate sanctions, excluding corporal punishment, for the infractions of rules which shall:

- relate in kind and degree to the infraction;
- help the student learn to take responsibility for his/her actions;
- be directed, where possible, to reduce the effects of any harm which may have been caused by the student's misconduct.

[School Board Policy 5610.02 - In-School Discipline](#)

Suspension and Expulsion

The Board of Education recognizes that exclusion from educational programs of the School District, by suspension or expulsion, is a substantial sanction and that such action must comply with the student's due process rights.

Suspension

A suspension is a short-term exclusion of a student from the regular school program. A student may be suspended up to five (5) days or, if a notice of expulsion hearing has been sent, for up to fifteen (15) consecutive school days. Suspensions must be reasonably justified based upon the grounds authorized under Sec. 120.13, Wis. Stats., which may include, but is not limited to:

- noncompliance of school rules;
- knowingly conveying any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;

- conduct by the student while at school or while under the supervision of a school authority that endangers the property, health, or safety of others;
- conduct while not at school or while not under the supervision of a school authority that endangers the property, health, or safety of others at school or under the supervision of a school authority;
- conduct while not at school or while not under the supervision of a school authority that endangers the property, health, or safety of any employee or School Board member of the District in which the student is enrolled.
- possession of a firearm, as defined in 18 U.S.C 921(a)(3)

Parents will be notified of all suspensions and the reason for the suspension. A meeting between the student, administration and parents may be required upon the student's return to school.

Expulsion

Under this policy, expulsion shall mean the Board will not permit a student to attend school at all for a specified period of time. If the student is expelled, the Board will determine the length of the expulsion period, which may extend at a maximum to the student's 21st birthday.

The Board may expel a student only when it is satisfied that the interest of the school demands the student's expulsion and only when the student:

- repeatedly refused or neglected to obey the rules established by the School District;
- knowingly conveyed or caused to be conveyed any threat or false information concerning an attempt or alleged attempt being made or to be made to destroy any school property by means of explosives;
- engaged in conduct while at school while under the supervision of a school authority that endangered the property, health, or safety of others;
- engaged in conduct while not at school or while not under the supervision of a school authority that endangered the property, health, or safety of others at school or under the supervision of a school authority or endangered the property, health, or safety of any employee or Board member of the School District in which the student is enrolled.

The School Board shall expel a student from school for not less than one (1) year whenever it finds that the student brought a firearm to school or, while at school or while under the supervision of a school authority, possessed a firearm, as defined in 18 U.S.C. 921(a) (3), unless the Board finds that the punishment should be reduced based upon the circumstances of the incident. Any such finding by the Board shall be in writing.

The District shall refer any student who brings a firearm (as defined in 18 U.S.C. 921(a)(3)) or a weapon to school to the criminal justice or juvenile delinquency system.

[School Board Policy 5610 - Suspension and Expulsion](#)

