

WALDRON HIGH SCHOOL **DISCIPLINE POLICY**

CODE OF CONDUCT

All students are expected to conduct themselves at all times in a manner that will contribute to the best interest of the school and not infringe on the rights of others.

Authority for Student Discipline

Teachers, Principals and Administrators have the authority to take customary and reasonable measures to maintain proper control and discipline among students placed under their care and supervision. Such measures may include reasonable force in the exercise of lawful authority to restrain or correct students and maintain order. The principal is authorized to suspend students for disciplinary reasons. The Board of Education has the authority to suspend or expel students for disciplinary reasons. The Student Code of Conduct for the students of the School District provides concise, practical rules and regulations pertaining to student conduct and discipline. Its purposes are twofold. First, is to comply with state law. Second, is to assist students, parents, teachers and school administrators in the achievement and maintenance of an environment that will facilitate effective and efficient teaching and learning. This environment shall be free from disruptions and distractions that interfere with the educational process. The administrator may use an alternate form of punishment in case of extenuating circumstances. The administrator may also exercise more extreme action in severe situations in which a student has been involved in other rule infractions.

Students are expected to exercise good manners and citizenship at all times as their conduct reflects upon both home and school. It is imperative that students understand appropriate behavioral expectations, the offenses that are subject to discipline and the possible consequences or penalties. The Student Code of Conduct protects against infringing on the rights of others and guarantees due process for each individual.

Video Surveillance

The board has a responsibility to maintain discipline, protect the safety, security and welfare of its students, staff and visitors while at the same time safeguarding district facilities, vehicles and equipment. As part of fulfilling this responsibility, the board authorizes the use of video/audio surveillance cameras in any district building, on district property and in district buses and vehicles. Video recorder replacements shall be based on the presumption and belief that students, staff and visitors have no reasonable expectation of privacy in areas or at events that occur in plain view of other students, staff or visitors. Signs shall be posted on campus buildings and in district vehicles to notify students, staff and visitors that video cameras may be in use. Parents/Guardians and students shall also be notified through the student handbook that cameras may be in use 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.

Video recordings shall be considered student education records, and any release or viewing of such records shall be in accordance with current law. Videos containing evidence of a violation of conduct rules and/or state or federal law shall be retained until the issue of the misconduct has been settled.

Students who vandalize, damage, disable or render inoperable surveillance cameras and equipment shall be subject to appropriate disciplinary action and referral to appropriate law enforcement authorities.

Locker Searches

School districts must create a climate in the school that assures the safety and welfare of all students. School authorities may search a student's locker or make a personal search and seize any illegal or contraband material. Lockers belong to the school district; therefore, the locker and the student's property in the locker are subject to periodic administrative searches, and the district reserves the authority to search lockers without the consent of the student if necessary.

Searches should be made under the following conditions:

- A. The building principal will conduct the search with a witness present.
- B. The search of a particular locker should be made only upon reasonable assumption that the student is secreting evidence of an illegal act or contraband.

- C. If practical, the student should be given the opportunity to be present when the search of personal possessions of his/her locker is conducted and if there is no reason to believe that his/her presence would be a threat to the safety of the student or others.
- D. Student will be issued a school purchased lock. The school will have the combination.
- E. The Administration reserves the right to use any legal means to conduct searches.

Personal Searches

Waldron High School 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 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 of the same sex shall conduct personal searches with an adult witness of the same sex 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 of 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.

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/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.

Automobile Searches

A search of a student's automobile will be limited to situations in which the administrator has reasonable belief that the student is concealing evidence of an illegal act, contraband, weapons, firearms, etc. Students will be asked for permission first. When necessary, law enforcement personnel will be called to assist school administration in searching a vehicle.

Corporal Punishment

The Waldron School Board policies provide for corporal punishment if a teacher or principal feels it is necessary. Corporal punishment can be administered according to the following procedures:

1. It may be used after other alternatives have failed or in unusual circumstances.
2. Any teacher who paddles a student must have the principal or assistant principal as a witness. The teacher must submit a written notice to the parent and the principal detailing the incident. If the principal or assistant principal administers the paddling they are required to have a certified person as a witness and send a written notice to the parents.

3. It will not be administered in the presence of other students, with malice or anger, or in excess.
4. Before corporal punishment is administered, the student will be advised of the infraction for which the student is being punished in the presence of the witness. If the student claims innocence, the certificated employee will permit the student to state his/her position.
5. Refusal to take corporal punishment may result in other disciplinary measures.
6. A maximum of three swats with a paddle is permitted per disciplinary incident where corporal punishment is determined appropriate.
7. Parents may be requested to be present for corporal punishment.
8. Parents may submit written requests that corporal punishment not be used on their child. The district will honor the request to the extent possible but, for various reasons, the district will not give absolute assurance that corporal punishment will never occur.

Morning Detention

Morning detention hall is an alternative to the disciplinary action of suspension for infractions such as truancy, tardiness, excessive absences and improper conduct. This will be a course of action for violations of the student code of conduct. Morning Detention will begin at 7:00 a.m. If a student is assigned morning detention, it will be the responsibility of the parent and student to arrange to be present. Other details of the morning detention are described below:

1. Length and time of assignment to detention hall will be determined by the principal or the assistant principal following handbook guidelines where specified.
2. If a student fails to report to detention hall, an extra day will be added to the assignment. If the student fails to report again, he/she will be assigned to In-School Suspension. If a student has a 3-day detention assignment and fails to come the second day, he/she will receive 3 days ISS. If a student has a 5-day assignment, he/she will receive 5 days of ISS.
3. Students assigned to detention hall must report promptly with materials for study. Students who arrive late will be admitted, however, they will not receive credit for that day but they will not have a day added to their total.
4. A student who creates a problem in detention hall will be subject to additional disciplinary action at the discretion of the administration.
5. Students who break detention hall rules will be sent to the office where he/she will be disciplined at the discretion of the administration.
6. Detention hall is considered a study hour and study materials must be used while in detention. Students will be required to bring pencil, paper, books and/or Chromebook to detention hall. Students will be required to be engaged in learning activities.
7. There will be absolutely no talking, sleeping or looking around. This will be an opportunity for students to do homework.
8. If a student has time remaining in detention hall at the end of the school year, he/she must make it up before they will receive credit for the semester. Time will be made up at the rate of one (1) hour per day. Exact time of makeup will be determined by the administration at the end of the school year. There will be a 2-day window when detention is assigned. Example: If a student is assigned morning detention on a Monday, he/she will start on Wednesday. This will allow for transportation arrangements.

IN-SCHOOL SUSPENSION GUIDELINES

In-school Suspension (ISS) assignment will begin on the date set by the administration. Students that follow the rules for ISS will have the right to return to the regular classroom after the assignment has been completed. The assignment to ISS can and will be extended if the student's conduct warrants it. The determination of a day being accepted as counting as a day served will be determined by the ISS director in accordance with the rules stated. The ISS director will record infractions committed by each student. Students who refuse to conduct themselves according to the ISS rules will be dismissed from ISS and taken to the principal/assistant principal where the student will receive additional disciplinary actions which could result in out of school suspension. Students assigned to ISS will be given the opportunity to complete regular classroom assignments and test given during their absence. ISS staff will coordinate this work with the students and teachers. Work done while in ISS will be graded by the regular classroom teacher and credit given accordingly. Each day assigned means a full day (7 periods). If the student is absent, that time must be made up. Students assigned ISS are not allowed to participate in any

extracurricular activities until the completion of their ISS assignment. The student may practice after school but may not participate in any form of competition. (Ex: Sporting Event, Concert, Marching, Convention, Judging) If a student fails to complete an ISS assignment during the school year that it was assigned, that student will be required to complete the assignment the following year before returning to regular classroom. Situations which may occur that are not covered under this policy and the following rules will be decided at the discretion of the principal and/or the assistant principal. Students assigned to ISS must abide by these rules and guidelines:

1. Bring all materials that will be needed in ISS. If a student fails to bring all materials, they will be provided by the ISS teacher and the student will be given an additional day in ISS.
2. BE SEATED. When entering the ISS classroom, the student is to go directly to his/her assigned area and be seated. The student is not to leave the area until given permission by the teacher/director.
3. BEGIN WORK. Assignments will be provided by the regular classroom teacher. If they are not, the ISS teacher will make assignments. Students are not to wait to be told to start to work. Students who fail to work will receive a warning. Students who refuse to work after receiving a warning will be given out of school suspension for no less than 3 days and up to 10 days.
4. NO TALKING. When entering the ISS classroom, the student will not make any noise, gesture, or sound that would indicate an attempt to talk to gain the attention of another student. If a student has a question, he/she must raise his/her hand and wait for recognition. All questions must be of an academic nature and relate to the assigned work.
5. WORK ASSIGNMENTS. All work assignments must be completed in full to receive full credit.
6. EACH DAY ASSIGNED MEANS A FULL DAY (7 PERIODS). IF THE STUDENT IS ABSENT, THAT TIME MUST BE MADE UP.
7. NO LOITERING. When students arrive on campus, they are to go directly to the ISS classroom. Students are not to enter other buildings unless accompanied by the ISS director/teacher. Students who violate this rule will be considered out of their assigned area
8. CELL PHONES/ELECTRONIC DEVICES. Upon entering the ISS room, student cell phones will be given to ISS director and returned at the end of the school day. Failure to comply will be considered insubordination and can result in out of school suspension. Chromebooks may be used to complete assignments. If a student uses their Chromebook for other purposes, they may lose their Chromebook privileges.
9. FOLLOW ALL RULES that are stated in the Waldron High School Handbook.
10. MEALS. A student will be provided an opportunity to obtain a "standard meal" at breakfast and lunch. A standard meal meets all federal nutrition guidelines and will be at the discretion of the district. Students may provide their own lunch.

Upon entering ISS the student will write and sign the rules and regulations stating that they understand the rules set forth in the ISS room.

Suspension from School

Students cannot benefit from the educational opportunities the school environment offers when they are not present at school. 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) 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; 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.
4. Is insubordinate, incorrigible, violent, or involves moral turpitude.

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.
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 re-admittance to class will be given to the parent(s), legal guardian(s), or to the student of age 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 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 the 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.

Out-of-school suspensions shall be treated as school unexcused absences and during the period of suspension students shall not be permitted on campus except to attend a student/parent/administrator conference. Students missing class work as a result of an out-of-school suspension will not be allowed to make up class work. Zeros will be recorded for missed work.

The student shall not attend any school sponsored activities during the imposed suspension nor shall the student participate in any school sponsored activities. Suspensions initiated by the principal or his/her designee may be appealed to the superintendent, but not to the board. Suspension initiated by the superintendent may be appealed by the board.

Expulsions

The Board of Education may expel a student for a period longer than ten (10) 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.

The superintendent or his/her designee shall give written notice to the parent(s) or legal guardian(s) (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 no longer than ten (10) school days following the date of the notice, except that representatives of the board and student may agree in writing to a date not conforming to this limitation.

The president of the board, hearing officer, or other designated board member shall preside at the hearing. The student may choose to be represented by legal counsel. The hearing shall be conducted in open session of the board unless the parent or student, if age 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 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. The superintendent shall recommend the expulsion of any student for a period of not less than one (1) year for possession of any firearm or other weapon prohibited on school campus by law. The superintendent shall, however, have the discretion to modify the expulsion recommendation for a student on a case-by-case basis. Parent(s) or legal guardian(s) of a student enrolling from another school after the expiration of an expulsion period for a weapons 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 parent(s) or legal guardian(s) 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.

Student Rights

The constitutional right of individuals assures the protection of due process law. Therefore, constitutionally and legally sound procedures are approved with regard to the administering of discipline in Waldron Public Schools.

Waldron High School Disciplinary Actions and Procedures

The following activities are considered infractions of proper conduct and will subject the student to disciplinary action. The disciplinary action may begin with an administrative conference but may range to expulsion depending on the severity of the infraction. The range of consequences will generally be: conference with warning, morning detention, in-school suspension, out-of-school suspension, extended suspension and recommendation for expulsion. However, the severity of the improper conduct will be the determining factor in deciding on the proper disciplinary action. Parents and students must understand those violations that endanger other students or staff members physically, the use of drugs or alcohol, cheating on tests, stealing from other students or teachers, or possession of a weapon at school will be dealt with more severely than minor violations such as tardies. Law enforcement officials will be notified, as specified by law, for all drug and alcohol violations, threats or acts of violence to students or school employees, weapons violations and all evidence of confiscated contraband will be turned over to law enforcement officials.

All disciplinary actions, depending on severity, will be up to the administrators. The penalties and consequences outlined in this section are recommendations.

THE FOLLOWING BEHAVIORS WILL NOT BE TOLERATED:

ABUSE OR ASSAULT BY A STUDENT ON A SCHOOL EMPLOYEE

An assault or threat to a school employee will result in the following consequences
1st Offense—Up to 10 Days O.S.S/Authority Contacted/Possible Expulsion
2nd Offense—Admin Decision/1st Offense Policy

ACADEMIC DISHONESTY/CHEATING

A student may not cheat on tests or other work, nor will a student aid other students in cheating. A student that is cheating or aids another student in cheating will not be given any points for the assignment/test; however, students involved in cheating will be given another opportunity to show understanding of the content or concepts with a maximum of 70% of the total points possible on the assignment/test.

Penalties will be:

1st Offense—3 days Morning Detention
2nd Offense—5 days Morning Detention
3rd Offense—3 days ISS

ALCOHOLIC BEVERAGES OR DRUGS

Students shall not possess, attempt to possess, consume, use, distribute, sell, buy, attempt to sell, attempt to buy, give to any person, or be under the influence of any substance as defined in this policy, or what the student represents or believes to be any substance as defined in this policy. This policy applies to any student who; is on or about school property; is in attendance at school or any school sponsored activity; has left the school campus for any reason and returns to the campus; is en route to or from school or any school sponsored activity.

Prohibited substances shall include, but are not limited to, alcohol, or any alcoholic beverage, inhalants or any ingestible matter that alter a student's ability to act, think, or respond, LSD, or any other hallucinogen, marijuana, cocaine, heroin, or any other narcotic drug, PCP, amphetamines, steroids, "designer drugs", look-alike drugs, or any controlled substance.

Selling, distributing, or attempting to sell or distribute, or using over-the-counter or prescription drugs not in accordance with the recommended dosage is prohibited.

Penalties will be:

Students in violation of this policy shall immediately be suspended from school for ten (10) days to allow school officials time to fully investigate the incident to determine if expulsion from school is the proper action. The superintendent may waive expulsion in lieu of counseling depending on the results of the investigation. Furthermore, the student may be prosecuted to the fullest extent of the law.

ASSAULTS, ABUSE AND THREATS OR THREATENING BEHAVIOR

“Assault” is the willful attempt or threat to inflict injury upon the person of another coupled with the apparent present ability to do so. Any display of force that would give the victim reason to fear bodily harm is assault, even if touching does not occur. “Battery” is similar to assault, but requires unexcused physical touching or injury. “Abuse” means to wrong in speech, reproach coarsely, disparage, revile or malign. Use of profanity or vulgar expressions directed at another person is considered abuse. “Threat” is defined as a communicated intent to inflict physical or other harm on any person or on property. Invoking the geographic location of a previous act of violence, particularly school violence, in a threatening menacing way, will be considered a threat. Act 1046 of 2001 defines the offense of communicating a death threat concerning a school employee or a student as:

1. Communicating to another person a threat concerning a school employee or a student, and
2. The threat involves the use of a firearm or other deadly weapon, and
3. A reasonable person would believe the person intends to carry out the threat and
4. The person making the threat purposely engaged in conduct intended culminate in the commission of the threatened act and,
5. There is a close temporal relationship between the threatened act and the substantial step. The penalty for communicating a death threat as defined in the law is Class D Felony.

Students are to keep their hands to themselves and treat teachers and fellow students with respect and courtesy. Horseplay and physical teasing as well as shoving, fighting, or threatening others constitute battery and/or assault and are strictly forbidden. All threats of violence or property damage will be taken seriously. Students should be aware that uttering threats can not only lead to disciplinary action being taken against a student, it can also lead to serious criminal penalties. Profanity and rude abusive language directed at others is considered abuse, and this is also strictly forbidden. Violation of this policy will result in disciplinary action and may also constitute a criminal offense. By law, local law enforcement must be notified whenever a felony act of violence may have been committed on campus. Penalty can range from ISS to OSS with the recommendation of expulsion.

An assault or threat to another student will result in the following consequences

1st Offense—Up to 5 days O.S.S

2nd Offense—Up to 10 Days O.S.S

3rd Offense—Up to 10 Days O.S.S

Depending on severity of the assault or threat, a student’s consequences could be more severe up to possible expulsion.

An assault or threat to a school employee will result in the following consequences

1st Offense—Up to 10 Days O.S.S/Authority Contacted/Possible Expulsion

2nd Offense—Admin Decision/1st Offense Policy

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 his or her 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, or 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 persuasiveness of the act
- Substantial disruption of the orderly operation of the school 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.

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 unity because of a hostile environment
- Severe or repetitive disciplinary measures are needed in the classroom or during educational activities
- 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 of 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
- 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 also 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 race, gender, ethnicity or 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
10. Threats of harm to student(s), possessions or others
11. Sexual harassment, as governed by policy 4.27, is also a form of bullying
12. Teasing or name-calling based on the belief or perception that an individual is not conforming to expected gender roles (Examples: "Slut") or conduct or is homosexual, regardless of whether the student self-identifies as homosexual (Examples: "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. 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, shall report the incident(s) to the principal. Parents or legal guardians may submit written reports of incidents they feel constitute bullying, to the principal. The principal 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.

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 on request.

Penalties will be:

1st Offense—5 Days Morning Detention

2nd Offense—3 Days ISS

3rd Offense—5 Days ISS

Depending on severity of the bullying incident, the consequences could be more severe up to 10 days O.S.S.

BUS POLICIES

1. Be at the bus stop at the scheduled time. Stand back at least ten (10) feet from the bus stop and wait until the bus comes to a complete stop. Approach the bus once the door has opened. Do not play on the highway or road. If you miss the bus don't attempt to hitchhike a ride or walk to school.
2. Students should try to be on the right side of the road to load the bus when possible. If you have to cross the road to load wait until the bus comes to complete stop, the door opens, and the driver signals for you to proceed.
3. Students cannot ride a bus except their own without a written note and signed permission from the administration.
4. Students loading the bus should do so in an orderly and safe fashion.
5. While riding the bus, students are under the supervision of the bus driver and must obey the driver at all times. The driver will make seat assignments and has the option to change a student's seating at any time.
6. Students are expected to conduct themselves in a manner that does not distract the driver or disturb the other riders on the bus. Students are to be reasonably quiet and keep their hands and feet to themselves.
7. No sharp objects of any type are allowed on the bus. No type of weapons, explosives, or any type of animal may be on a bus.
8. No EATING, DRINKING, GUM CHEWING, or TOBACCO PRODUCTS will be allowed on a school bus at any time.
9. Students must stay seated while the bus is in motion. ACT 1744 of 2001 mandates that students are to remain seated while the bus is moving.
10. Students are not to put their hands, arms, head, or any other body part out a bus window.
11. Students are not to yell out the bus window while on the bus.
12. Students are to keep the aisle of the bus clear of books, bags, coats, etc. Do not rest your feet in the aisle at any time.
13. Students are not to deface the school bus or any school property. Students are not to tamper with any of the safety devices, such as door latches, fire extinguishers, first aid kit, etc.
14. Students will only be dropped off at their regular stop. Do not ask the driver for any exceptions.

15. When students exit the bus it must be done in a safe and orderly manner. Students who must cross the road after unloading must go to a point up from the bus where the driver can clearly see them. Then wait for a signal from the driver to safely cross the road.

16. Students are never to return to the roadway to retrieve items or check their mail boxes while the bus is in the area.

17. Students will be permitted to use cell phones, iPods, MP3 players, etc. on buses as long as ear buds are in use by the listener.

18. This is not intended to cover all the do's and don'ts. These guidelines are set to ensure the safety of students, driver and general public. The driver may find it necessary to interpret these policies in light of his/her own needs. IT SHOULD BE REGARDED AS A PRIVILEGE TO RIDE TO SCHOOL ON A BUS. Failure to abide by these policies will result in punishment by one of the following:

1st Offense- Parental Contact

2nd Offense-3 Days Bus Suspension

3rd Offense-5 Day Bus Suspension

4th Offense-10 Day Bus Suspension up to removal of bus privileges

Consequences may vary depending on severity of the incident. Also, all school rules will apply as will their consequences.

CAFETERIA BEHAVIOR

Students are allowed the privilege of eating in the school cafeteria. There will be no carryout trays or food taken from the cafeteria. Students are expected to enter cafeteria lines in an orderly manner. Entrance should be made through the Common Area doors of the cafeteria. Once inside, students should behave in a manner that is respectful to others. Throwing food and other forms of misconduct will result in the following consequences. Throwing food will result in trash pick-up in the cafeteria as well as:

Penalty will be:

1st Offense – 3 days Morning Detention

2nd Offense – 5 days Morning Detention

3rd Offense – 3 days ISS

CELL PHONES AND ELECTRONIC COMMUNICATION 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. This also includes "smart watches."

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.

1st Offense—Teacher Confiscation

2nd Offense—Phone sent to the office/Parent pick up after school/3 Days Morning Detention

3rd Offense-- Phone sent to the office/Parent pick up after school/5 Days Morning Detention

4th Offense-- Phone sent to the office/Parent pick up after school/3 Days ISS

Offenses past the fourth will be handled at the discretion of the administration.

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

Before and after normal school hours, possession of electronic devices is permitted on the school campus. The use of such devices at school sponsored functions outside the regular school day is permitted to the extent and within the limitations allowed by the event or activity the student is attending.

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. Students have no right of privacy as to the content contained on any electronic devices that have been confiscated. Students who use a school issued Chromebook/computer 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.

CONFLICT AGREEMENTS

Conflict agreements may be used with students that have been identified as having a severe conflict with another student and the conflict is causing a disruption in the learning environment or has the potential of causing a disruption in the learning environment. Each student being placed on a conflict agreement will meet with the principal or assistant principal where the rules of the conflict agreement will be explained. The rules of a conflict agreement are as follows:

1. Will not say anything to each other
2. Will not have any physical contact between both parties
3. Will not hang out or spend time in the same area and with the same group of students
4. Will not send messages to the other party of the conflict agreement
5. Will not sit together in the cafeteria
6. Will be separated in the classroom
7. Will not say anything about the other party to another student
8. Will not text the other party

After the rules are explained, each student will sign the conflict agreement, agreeing to their understanding of the rules, their willingness to follow the agreement, and their understanding that consequences will follow if the agreement is broken. Consequences for breaking a conflict agreement will result in ISS up to Out of School Suspension.

CRIMINAL ACTS

The commission of or participation in criminal acts in school buildings or property, or at school-sponsored events by a student is prohibited by school regulations. Disciplinary action will be taken by school authorities against students involved in criminal acts regardless of whether or not criminal charges result. Arkansas Code Annotated 5-13-301 is amended to read as follows:

5-31-301

A person commits the offense of terroristic threatening in the first degree if:

- a. With the purpose of terrorizing another person, he threatens to cause death or serious physical injury or substantial property damage to another person.
- b. With the purpose of terrorizing another person, he threatens to cause physical injury or property damage to a teacher or other school employee acting in the line of duty.
- c. Terroristic threatening in the second degree is a Class A misdemeanor.

Any student who threatens to cause death or serious physical injury or substantial property damage to another student or to a teacher or other school employee will result in suspension for up to ten days and/or recommended for expulsion (Depending on severity). The incident will be reported to the proper authorities.

DAMAGE OR DESTRUCTION OF SCHOOL PROPERTY **(ACT 104 OF 1983 SPECIAL SESSION)**

A student shall not cause or attempt to cause damage to school property or steal or attempt to steal school property. The school district will attempt to recover damages from the student destroying school property. Vandalism at school during school hours or after school hours can result in suspension and/or expulsion. Parents of any minor student under the age of 18 and living with parents may be liable for damages caused by said minor in an amount not in excess of \$2,000.00. Penalty will be:

Minor Vandalism – 3 Days Morning Detention/Conference with parents/Pay for damages
Major Vandalism – 3 Days ISS/Conference with parents/Pay for damages
Extreme Vandalism - Suspension and recommendation for expulsion and pay for damages

DISREGARD OF DIRECTION OR COMMANDS

A student shall comply with reasonable directions or commands of teachers, student teachers, teacher aides, principals; administrative personnel, superintendents, school bus drivers, school security officers or other authorized school personnel. The penalty for violation of a written or verbal command will depend on the urgency and seriousness of the situation. Extreme disregard is INSUBORDINATION. Penalty will be:

1st Offense – 3 days Morning Detention
2nd Offense – 5 days Morning Detention
3rd Offense – 3 days of ISS

DISRESPECT TOWARD SCHOOL EMPLOYEE

Students are expected to display proper respect towards school employees at all times. Extreme disrespect will be considered insubordination and the penalty will depend on the seriousness of the disrespect. Penalty will be:

1st Offense - 3 days Morning Detention
2nd Offense - 5 days Morning Detention
3rd Offense - 3 days ISS

DISRUPTION AND INTERFERENCE WITH SCHOOL

No student shall:

- A. Block the doorway or corridor
- B. Prevent students from attending class or school activity
- C. Block normal, pedestrian or vehicular traffic
- D. Use violence, force, noise, threat, intimidation, harassment, fear, passive resistance or any other conduct intentionally to cause a disruption
- E. Encourage other students to violate any rule or school board policy
- F. Possess non-educational objects, items, or dress that causes disruption or interference in the school.

Penalty will be:

1st Offense – 3 days Morning Detention
2nd Offense – 5 days Morning Detention
3rd Offense – 3 days of ISS

DRESS CODE

The School Board recognizes that among the rights by the people under our constitutional government is the freedom to govern one's personal appearance. Students will appear at school clothed and groomed in an appropriate manner which is dictated by principles of personal hygiene. It is recognized that the choice of attire and grooming are matters of expression and subject to fashion and current fads; nevertheless, the school board expects that good grooming shall be stressed at all times. Any article of clothing or manner of hair style which is determined by the building administrators to materially and substantially interfere with the educational process is prohibited, but not limited to those expressions which are obscene, profane, pornographic, representative of a clear and present danger or illegal behavior, dress that is demeaning to others in racial, religious, or sexist or advocating pain, death, suicide, or the use of drugs, alcohol, tobacco, or gang affiliation.

1. Shorts, skirts, and dresses may be worn but must reach the knee in a standing position.
2. Shorts, skirts, or dresses and tops worn over leggings must be no more than the width of a dollar bill above the knee.
3. No clothing will be allowed that results in immodesty. Shirts that expose cleavage, the back or midriff are not allowed.
4. All students must wear shoes at all times for health and safety reasons.

5. Male and female students must have sleeves.
6. Pants that “sag” are not allowed.
7. Hats, caps, or any other head covering will not be permitted in the building.
8. Bandanas are not allowed on campus.
9. Clothing torn or with holes will not be permitted if torn area or holes are above the knee.
10. No mesh or crocheted shirts unless t-shirts are worn under them.
11. Students are not to wear sunglasses inside the building.
12. Students are not to wear clothing representing a gang affiliation.
13. Students are not permitted to wear clothing or footwear that is intended as sleepwear.
14. No excessive objects hanging out of a student’s pants or pockets (key rings, rags, shoe strings, etc.).
15. Students will not be allowed to attend class unless they are in compliance with this dress code. Students dress must be in compliance during normal school day activities.

Penalties will be:

- 1st Offense - Reprimand and change to proper dress that meets dress code
- 2nd Offense – 3 days Morning Detention and change clothes**
- 3rd Offense – 5 days Morning Detention and change of clothes**
- 4th Offense – 3 Days ISS and change of clothes**

EXCESSIVE TALKING IN THE CLASSROOM

Students are to be quiet and orderly. They are expected to be attentive and follow the teachers’ instructions at all times.

Penalty will be:

- 1st Offense – 3 days Morning Detention
- 2nd Offense – 5 Days Morning Detention
- 3rd Offense – 3 Days ISS

FALSE ALARM

Any student who purposely initiates or circulates a report of a present, past, or impending bombing, fire, catastrophe, or other emergency knowing that the report is false may be subject to disciplinary action. Local law authorities may also be notified. Arkansas Code 5-71-210

Penalty will be:

- 1st Offense – 10 days of ISS and law authorities will be contacted.
- 2nd Offense – 10 days of OSS with recommendation for expulsion

FIGHTING

Acts of violence will not be tolerated. A student has the right to defend himself, provided the student is a target of physical attack which he in no way initiated, caused or agitated and in which he does not have the opportunity to break off the attack. If this cannot be established beyond a reasonable doubt, both (all) students involved in the fight may be suspended. A student may also be suspended for agitating or encouraging a fight. Anytime that punishment is issued for fighting, parents of all parties involved will be notified. If a student is being harassed or threatened at school or school functions, the student should report this to the nearest faculty member. It is recognized that incidents of fighting may range from scuffles to multiple blows being thrown. The administration reserves the right to investigate all incidents in an effort to determine severity of actions. Students who are involved in a physical fight will be suspended for a minimum of three school days.

They will be issued a citation by the School Resource officer which will result in their being required to appear in municipal court, which often results in a fine being levied by the municipal judge along with being placed on juvenile probation.

Penalties will be:

- 1st Offense—3 Days O.S.S
- 2nd Offense—5 Day O.S.S
- 3rd Offense—10 Days O.S.S

Depending on the severity of the fight the consequences could be more severe.

FIREWORKS, MATCHES, LIGHTERS (OTHER CONTRABAND)

A student shall not possess, handle or store firecrackers, smoke bombs, cherry bombs or any other kind of fireworks that reasonably could be a danger to himself/herself or to other students, that could cause damage to school property or that could be disruptive to the learning climate of the school.

Penalty will be:

- 1st Offense – 3 days of ISS
- 2nd Offense – 5 days of ISS
- 3rd Offense – 10 days of ISS

FOOD AND DRINKS

Food and drinks, other than water, will not be permitted in class. A student may bring a bottle of water or a clear container with water. No food of any kind shall be permitted in class unless prior approval is granted by administration.

- 1st Offense—3 Days of Morning Detention
- 2nd Offense—5 Days of Morning Detention
- 3rd Offense—3 Days of ISS

FOOD DELIVERY

In an effort to provide a learning environment, that is both secure and one with minimum interruptions, delivery of food must be made through the office before or during their child's lunchtime. The student will not be permitted to leave class early or be late to class because of a food delivery. A student may not leave the Commons Area to get food from any person's vehicle. If a student violates this policy by receiving food outside of the office the following penalties will occur:

- 1st Offense—3 Days Morning Detention
- 2nd Offense—5 Days Morning Detention
- 3rd Offense—3 Days ISS

GAMBLING

A student shall not participate in any activity, which may be termed gambling or wagering where the stakes are money or any other objects of value.

Penalty will be:

- 1st Offense – 3 days Morning Detention
- 2nd Offense – 5 days Morning Detention
- 3rd Offense – 3 days ISS

GANGS AND GANG ACTIVITY

ACT 1108 OF 1997

Gangs, secret societies, or other similar groups, whether organized in the community or in other settings, are prohibited on the school grounds and campus and at any school-sponsored activity. Gang related activity—whether genuine or a pretense—that is identified by school officials could result in, up to, a ten day out-of-school suspension and/or expulsion for the remainder of the term, school year, or 365-day period.

HAZING

A student shall not haze or aid in the hazing of another student.

Penalty will be:

- 1st Offense—5 Days Morning Detention
- 2nd Offense – 3 days ISS
- 3rd Offense – 5 days ISS

INDECENT EXPOSURE, SEXUAL ADVANCES AND SEXUAL MISCONDUCT

A student shall not deliberately commit indecent exposure in school nor shall a student make improper sexual advances toward another person or engage in any sexual misconduct. (AR Stat. 41-1311, 41-1812)

Penalty will be:

Administration Decision (Up to 10 Days of O.S.S. with possible recommendation for expulsion)

INSUBORDINATION

Insubordination is the total failure to follow a command or instruction from a staff member. Penalty will be:

- 1st Offense—3 Days Morning Detention
- 2nd Offense—5 Days Morning Detention
- 3rd Offense—5 Days of ISS

INTERNET POLICY/ MISUSE OF CHROMEBOOK

Students are to use this technology as directed by the staff in conformity with school curriculum. Students who use any technology in an inappropriate manner and/or not as directed by the school are in violation of school policy and subject to discipline, up to and including the loss of the right to use the technology. Students who violate technology user agreements are also subject to penalties outlined in the agreement. Act 912 of 2001-Students shall sign the district computer user agreement form, which outlines proper and improper use of the school's technology prior to being allowed to access technology.

Computer Misuses such as social media sites or games will have the following consequences:

- 1st Offense—3 Days Morning Detention
- 2nd Offense—5 Days Morning Detention
- 3rd Offense—3 Days ISS with possible computer take home privileges revoked.
- 4th Offense—5 Days ISS with computer privileges being restricted to class by class basis.

LASERS

(ACT 1408)

No student may possess, handle, or use a hand-held laser pointer on school property. It is unlawful for a person under eighteen (18) to possess a hand-held laser pointer.

Penalty will be:

- 1st Offense – 3 days Morning Detention and confiscate the laser
- 2nd Offense – 3 days of ISS and confiscate the laser
- 3rd Offense – 5 days of ISS and confiscate the laser

LEAVING THE ROOM OR DESIGNATED AREA WITHOUT PERMISSION

A student shall not leave the room or designated area without permission from school authorities. (AR Stat. 80-1512)

Penalty will be:

- 1st Offense – 3 days of ISS
- 2nd Offense – 5 days of ISS
- 3rd Offense – 10 days of ISS
- 4th Offense – 5 days of Out of School Suspension

LITTERING

A student shall not throw paper, cans, etc. on the grounds or on the floor.

Penalty will be:

- 1st Offense – Reprimand and pick up trash
- 2nd Offense – 3 days Morning Detention and pick up trash
- 3rd Offense – 5 days Morning Detention and pick up trash
- 4th Offense – 3 days of ISS and pick up trash

LOITERING

Any person not presently enrolled in school must report to the office and obtain permission before being allowed to enter the classroom area or associate with students during free time or at any time.

LOITERING BY SUSPENDED OR EXPELLED STUDENTS

A student provided notification that because of an act of misbehavior he/she is prohibited from being in school building or on a school campus for a specified period of time shall not enter any school building or be present on a school campus for a specified period of time shall not enter any school building or be present on any school grounds at any time (AR Stat. 41-2914, 80-1906, 80-1915). Violation of this rule will result in law enforcement being contacted.

MUSIC/MEDIA PLAYERS/EAR PHONES

Students will not use iPods/MP3 players, radios, tape/CD players, cameras, etc., during instructional time in the classroom at the discretion of the teacher.

Penalty will be:

1st Offense – Teacher Confiscation

2nd Offense – Sent to Office/Parent Pick-up at the end of school day/3 days Morning Detention

3rd Offense – Sent to Office/Parent Pick-up at the end of school day/5 days Morning Detention

PARKING AND DRIVING REGULATIONS

A student using any type of vehicle (bicycle, motorcycle, automobile, truck) as a means of transportation to and from school shall not violate the rules and regulations set forth by the principal of the school. Students must park the vehicles in the designated parking area. Students must not drive in a reckless manner and must not exceed the speed limit on the streets surrounding the school. Students must get out of cars immediately upon arrival at school and leave the parking lot. The parking lot is off limits after students come onto the campus. Students must have a pass from the assistant principal's office to enter the parking lot during the school day. Penalty for violating these rules will be:

1st Offense – 3 days Morning Detention

2nd Offense – 5 days Morning Detention

3rd Offense – 5 days ISS and suspension of driving rights for 5 days

4th Offense – 10 days ISS and suspension of driving rights for 10 days

Automobiles parked on school property are subject to search by school authorities or police.

PERSISTENT DISREGARD FOR SCHOOL RULES

A student who persists in acts of misconduct after reasonable efforts have been made by the school to secure the student's adherence to established rules shall be recommended for expulsion. The Waldron School District reserves the right to pursue disciplinary or legal action for behavior that is subversive to good order and discipline in the schools.

PROFANITY- VERBAL ABUSE- OBSCENE GESTURES-OBSCENE NOTES-

A student shall not use profane, violent, vulgar, abusive or insulting language at any time. A student shall not use physical gestures that convey a connotation of obscene or highly disrespectful acts, infringe upon the rights of others, or cause or begin an overt and immediate disruption of the educational process (AR Stat. 41-2908, 41-2910, 41- 2922 and 42-2923).

Penalty will be:

1st Offense – 5 days Morning Detention

2nd Offense – 3 days of ISS

3rd Offense – 5 days of ISS

4th Offense – 10 days of ISS

Depending on severity of the infraction, consequences could be more severe.

PUBLIC DISPLAY OF AFFECTION

Public display of affection is not appropriate behavior at school. Failure to comply with reasonable expectation of school staff will lead to disciplinary action. Public display of affection (PDA) is any gesture, which is intimate or romantic in nature, taking place in school or at school activities. Some PDA gestures include, but are not limited to, handholding, touching, petting, kissing, or hugging. Waldron High School allows students to hold hands. Any other form of PDA will not be allowed.

Penalty will be:

1st Offense – 3 days Morning Detention

2nd Offense – 5 days Morning Detention

3rd Offense – 3 days of ISS

SEXUAL EXPLICIT MATERIAL

Students may not possess, view, distribute or electronically transmit sexually explicit or vulgar images or representations, whether electronically or on a data storage device, or in a hard copy.

Penalty will be:

1st Offense – 3 days ISS

2nd Offense – 5 days ISS

3rd Offense – 10 Days ISS

4th Offense— 3 Days OSS

SEXUAL HARASSMENT OR OTHER SEXUAL MISCONDUCT

The Waldron 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. Sexual harassment means conduct that is of a sexual nature, including but not limited to sexual advances, requests for sexual favors, sexual violence, or other personally offensive verbal, visual, or physical conduct of a sexual nature made by someone. 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 subject 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. Sexual harassment will be dealt with on an individual basis. All parties involved (parents and/or guardians) will be notified of any situations that occur. (4.27 Student Sexual Harassment – Copies of this policy are available upon request or on the website at www.waldron.k12.ar.us).

Penalties will be:

Verbal:

1st Offense - 5 days of ISS

2nd Offense - 10 days of ISS

3rd Offense - 5 days of OSS

4th Offense - 10 days of OSS with recommendation for expulsion

Physical:

1st Offense – 5 Days O.S.S

2nd Offense – 10 Days O.S.S

3rd Offense - 10 days of OSS and recommendation for expulsion

TARDINESS

Promptness is an important character trait that district staff is to encourage, to model and to help develop in our schools. At the same time, promptness is the responsibility of each student. Students who are late to class show a disregard for both the teacher and their classmates which compromises potential student achievement. A student who is not in the room and seated when the bell sounds is tardy. A student who is checking in school 15 minutes or less after the bell rings will be counted tardy and sent to class. A student that checks into school more than 15 minutes after the bell rings will be counted absent and sent to class. When a student receives their fifth tardy, they will receive three days of morning detention.

1st Referral---3 days of morning detention

2nd Referral—5 days of morning detention

3rd Referral---3 days of ISS

TERRORISTIC THREATENING

Any student who threatens to cause death or serious physical injury or substantial property damage to another student or to a teacher or other school employee will result in suspension for up to ten days and/or recommended for expulsion (Depending on severity). The incident will be reported to the proper authorities. SEE ALSO CRIMINAL ACTS.

THEFT OF PROPERTY

A student shall not steal or attempt to steal property belonging to the school or public or private property while under the jurisdiction of the school.

Penalty will be:

1st Offense – 3 days ISS

2nd Offense – 5 days ISS

3rd Offense – 3 Days OSS

THREATENING, INSULTING, OR ABUSIVE LANGUAGE TO A SCHOOL EMPLOYEE

Any student who uses profanity, violent, vulgar, or abusive language or obscene gestures directly to a school employee will be suspended up to 10 days OSS with possible recommendation for expulsion.

TOBACCO PRODUCTS (ACT 779 AND ACT 1555)

Smoking or use of tobacco products containing tobacco or the possession of tobacco products in or on any property owned or leased by a public school district, including school buses or at athletic events, is prohibited. Any person violating this provision shall be guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine of not less than \$10.00 and no more than \$100.00.

Penalty will be:

1st Offense – 5 days of D-Hall

2nd Offense – 3 days of ISS/Referral to Resource Officer

3rd Offense – 5 days of ISS /Referral to Resource Officer

4th Offense – 10 days of ISS/Referral to Resource Officer

TRUANCY (SKIPPING SCHOOL OR CLASS)

A student shall not be absent from school without parent and school authority's prior knowledge and consent. After arrival on campus, a student shall not leave the campus or be absent from his/her classroom or other assigned learning station, without permission from school authorities shall be considered as truant. Students must sign out through the office before departing school. (AR Stat., 80-1509, 80-1512).

Penalty will be:

1st Offense – 5 days ISS

2nd Offense – 10 days ISS

3rd Offense – 5 Days OSS

4th Offense – 10 Days OSS

VERBAL ABUSE OR INSULT OF A SCHOOL EMPLOYEE

Students will not be allowed to behave in a hateful, discourteous, or hateful manner toward any school employee. This involves cursing directed toward a teacher or other school employee. Any person who shall verbally abuse or insult a public school employee shall be guilty of a misdemeanor and, upon conviction, shall be liable to a fine of not less than one hundred dollars (\$100.00) nor more than one thousand five hundred dollars (\$1500.00) (Act 741, 1987).

1st Offense—10 days of OSS/Authority contacted

WALK-OUTS/PROTEST

Any student who walks out of a class and leaves the building or fails to go to class after a break, due to some form of protest is subject to penalty ranging from ISS to 10 days of OSS with recommendation for expulsion.

WEAPON (FIREARMS)

No student shall possess a weapon, display what appears to be a weapon or threaten to use a weapon at school, on 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 expected.

For the purpose 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.

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 School Board shall have the direction to modify such expulsion 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 law regarding the possibility of parental responsibility for allowing a child to possess a weapon 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 weapon policy violation shall also be given a copy of the current laws regarding the possibility of 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 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.

WEAPONS OTHER THAN FIREARMS

A student shall not possess, use or attempt to use a bladed instrument, knife, razor, razor blade, box cutter, ice pick, brass knuckle, unauthorized tool, chemical deterrent (mace, etc.), or any other dangerous object of no reasonable use to the students at school which may cause bodily harm. This rule may include rocks if thrown, knife, razor, razor blade, box cutter, ice pick, brass knuckle, unauthorized tool, chemical deterrent (mace, etc.), or any other dangerous object of no reasonable use to the students at school. Possession means having a weapon, as defined in this policy, on the student's body or in an area under his/her control. If, prior to any questioning or search by any school personnel, a student discovers that he/she has accidentally brought a weapon to school including a weapon that is in a 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. The following procedure will be followed in these situations:

1. The weapon will be secured by an administrator.
2. The incident will be documented as a disciplinary referral with documentation of what consequences the student will incur if he/she possesses a weapon again at school or a school function.
3. The student's parent or guardian will be informed of the incident.
4. A copy of the disciplinary referral will be placed in the student's discipline records and a copy will be mailed to the student's parent or guardian.
5. The confiscated weapon shall be held in the office until the end of the day at which time 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.

If a student is found to have a non-firearm weapon, the following penalties will result.

1st Offense—3 Days ISS

2nd Offense—5 Days ISS

3rd Offense—3 Days O.S.S

If a non-firearm weapon is brought with the intent to use against another student or school personnel, the penalty could result in up to 10 days of out of school suspension with recommendation for expulsion.

Removal of a Student from a Class by a Teacher Act 1281 of 1999

A teacher may remove from class a student: (1) Who has been documented by the teacher as repeatedly interfering with the teacher's ability to teach the students in class or with the ability of the student's classmates to learn or (2) Whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach or with the ability of the student's classmates to learn. If a teacher removes a student from class twice during any nine-week grading period or its equivalent as determined by the Department of Education, the principal or designee may not return the student to the teacher's class unless a conference is held for the purpose of determining the causes of the problem and possible solutions, with the following individuals present: the principal or designee, the teacher, the school counselor, the parents, guardians, or persons in loco parentis; and the student, if appropriate.

Grievance Procedures

Students and employees of the Waldron School District may take the following steps for filing, processing and resolving discrimination complaints:

1. Visit with the district equity coordinator to resolve the complaint within 30 days of the alleged violation
2. Acquire and submit a completed complaint form from the superintendent's office within 30 days of the alleged violation
3. The Equity Coordinator notifies respondent within 5 days and asks respondent to confirm or deny facts, indicate acceptance or rejection on student or employee's requested action, or outline alternatives
4. Respondent submits answer within 10 days to equity coordinator
5. Within 10 days after receiving respondent's answer, equity coordinator refers written complaint and respondent's answer to principal or designee
6. Equity coordinator also schedules conference with grievant, respondent, and principal, or designee
7. Conference is conducted
8. Within 10 days after conference, a written decision is issued to student or employee, respondent, and equity coordinator
9. Equity coordinator schedules within 10 days a conference with grievant, respondent, and superintendent
10. Conference conducted
11. Superintendent issues decision within 10 days following conference
12. If grievant or respondent is not satisfied with decision, he/she must notify equity coordinator within 10 days and request a conference with governing board
13. Equity coordinator notifies governing board within 10 days after received request
14. Equity coordinator schedules conference with governing board to be conducted within 30 days from date of notification to board
15. Conference is conducted
16. Governing board issues final written decision within 10 days after conference regarding validity of grievance and action taken. A section 504 student grievant may request an impartial hearing where the governing board's decision involves the identification, evaluation, or educational placement of a handicapped person in an elementary or secondary education program

This policy along with definitions and general provisions is located in the superintendent's office, and the media center and/or principal's office on each campus.

Discipline for The Handicapped

- A. Handicapped students 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 appropriate public education.
- B. The Individualized Education Plan (IEP) team for the handicapped student should consider whether particular discipline procedures should be adopted for that student and include in the IEP.
- C. Handicapped students may be excluded from school only in emergencies and only for duration of the emergency. In no case should a handicapped student be excluded for more than ten (10) days a school year.
- D. After an emergency suspension is imposed on a handicapped student, an immediate meeting of the student's IEP team should be held to determine cause and effect of the suspension with a view toward assessing the effectiveness and appropriateness of the student's placement and toward minimizing the harm resulting in exclusion.
- E. The suspended student should be offered alternate education programming for the duration of the exclusion.
- F. The building principal will be the grievance officer of ACT 504.