

GRAND COUNTY SCHOOL DISTRICT

DISCIPLINE GUIDE

Treat others as you expect to be treated. Grand County School District expects students to work to the best of their abilities in the classroom, accept responsibility for their own actions, treat fellow students and staff with respect and accept responsibility for school attendance.

This guide is designed to clearly state the rights and responsibilities of Grand County School District students, and follows Utah State Codes 53A-11-901 to 53A-11-1101. The Discipline Guide lists general behavior expectations and specific consequences for inappropriate behavior. The goal of this policy is to protect the rights of all students in their learning environment in Grand County School District. This guide is an "umbrella" for kindergarten to grade 12. Each building has a specific set of site based regulations in place. In addition to this policy each student will be given a copy of policy FHA upon enrollment or transfer into Grand County School District.

Students and parents should be aware of laws indicating school authority may extend to 1,000 feet of school property for purposes of maintaining discipline.

STUDENT RIGHTS

Students may exercise their constitutionally protected rights of free speech, expression, giving due consideration to the rights of others and the time, place and manner of the expression.

Students have the right to fair, consistent and respectful treatment by staff members and other students.

Students have the right to be informed about the rules of the school. When a student is referred for disciplinary action, the student has the opportunity to respond to the allegations.

Students 18 years of age or older, or under 18 years of age with parental consent, have the right to see their own personal files, cumulative folders, transcripts and other school records during school hours. Students have the right to insert rebuttals in their files regarding information and opinions contained therein.

All students, including students 18 years of age or older, must adhere to school and district rules and policies, including having parental consent to leave campus.

Students have the right to present complaints or grievances to school authorities and the right to receive authoritative replies within a reasonable time regarding the disposition of their complaints or grievances.

STUDENT RESPONSIBILITIES

Students have the responsibility to maintain regular school attendance, make a conscientious effort in classroom work and adhere to school rules and regulations. Most importantly, students share with the administration and faculty a responsibility to develop a climate within the school which is conducive to learning. Every teacher has the right to teach and every student has the right to learn. **Conduct which disrupts teaching or learning will not be tolerated.**

Students have the responsibility to protect and take care of the school's property and to assist the school staff in operating a school that is safe for everyone.

Students have the responsibility to respect the rights of fellow students, teachers, administrators and all others who are involved in the educational process. Students also have the responsibility to treat all staff and students with respect and basic kindness.

Students have the responsibility to be on time to each of their classes, to be prepared with all required materials and to stay on task for the entire class period.

Students have the responsibility to refrain from any distribution or display of materials which are obscene, libelous, or which advocate the commission of unlawful acts. The responsibility includes consulting in advance with school personnel if there is any question about the appropriateness of materials or actions.

STUDENT CONDUCT

The pride felt by students and staff of the Grand County School District is reflected in the general behavior of our student body. We believe that all staff, students and parents have a right to know what is expected for student conduct. A positive school climate derives from an understanding among the entire school community that statements and actions which degrade others will not be tolerated. A written list of expected consequences for unacceptable behavior is included in the Infringements and Interventions section of this policy.

CONDUCT EXPECTATIONS:

- Cooperation is the key to success. Students who defy directives or refuse to cooperate with members of the school staff are subject to disciplinary action and parent conference. This applies to both the

regular school day and extracurricular activities held after regular school session.

- The use of appropriate language is expected of students and staff. Profanity or obscenities in the classroom, on campus, or at any school-related activity will not be tolerated.
- Fighting on the school campus will result in suspension from school and parent conference for **both parties** involved, unless there are extenuating circumstances.
- In cases where a student's misbehavior repeatedly causes class disturbances, thereby disrupting the educational process, the teacher will contact the parent or guardian to request a parent/teacher conference. If the behavior continues, the teacher may refer the student to the administrator of the school. If this process does not change the behavior, the teacher will employ alternative discipline methods, including but not limited to; a team meeting with student, parent, teacher(s) and administrator(s) or referral to the school based counselor or support team for additional intervention strategies.
- Theft or damage to school or individual property, including alteration of computer software, is considered a serious offense. This type of offense could result in suspension, required restitution and/or referral to law enforcement.
- Students found wandering the campus during class time without a pass shall be returned to class and parents will be notified.
- Cheating on examinations or quizzes is viewed as a serious offense (see Academic Honesty Policy).
- Public displays of affection are inappropriate at school.
- Grand County School District prohibits the use, possession, transfer or sale of drugs, drug paraphernalia or alcohol. Violation of rules concerning drugs, alcohol or drug paraphernalia shall result in severe disciplinary measures including police notification. (see policy FHAA)
- The possession of weapons or items that can be used as weapons is prohibited. (see policy FHA)
- Smoking/Vaping and/or the possession of tobacco products of any kind are prohibited on any Grand County School District campus, as well as at any school activity. (see policy FHA and FHAE)
- Students are not to possess lighters or matches on school campus or at school activities.

STUDENT DRESS

The purpose of public education is to provide a successful learning environment for all students. The goal of the dress code is to focus on *the importance of preparing students for the workforce with what is considered appropriate dress and respecting the importance of education as a professional setting and each person as a professional within that setting*. To support this goal, the Board of Education is implementing the following dress code for all students and employees.

Teachers, coaches, and advisors may impose additional dress requirements that reflect the needs of the particular sport or class.

Dress guidelines are as follows:

- Shirts or similar articles of apparel must be worn when on school property or when participating in a school sponsored activity.
- Clothing must be neat, clean, in good repair and include shoes.
- Clothing and personal appearance must be neither provocative nor a distraction.

- Clothing and other articles of attire may not display anything which is illegal for student use (such as drugs, tobacco [advertisements for, endorsements of, or implications of tobacco, tobacco companies, or tobacco use in any form], alcohol), be sexually oriented, be vulgar/degrading, or imitate or copy dress or behavior associated with violence.
- Undergarments will not be exposed.
- Midriffs will be covered.
- A shirt or dress with deep-scooped front, shoulder straps less than one-inch-wide, deep-cut back and/or deep cut armholes is inappropriate.
- Shorts and skirts must be approximately fingertip length or longer.
- The wearing of caps, hats, bandanas, or related headgear at any site will be the decision of each site's administrative team and will be set forth in the student handbook.
- Each site shall determine its standards for colored hair and these will be set forth in the student handbook.
- Any student wearing or carrying overt gang paraphernalia will be referred to the administration for appropriate disciplinary action.

Parents are encouraged to review and understand the dress code for each campus to avoid dress code violations. Students who are in violation of the dress code will be asked by their teacher or other qualifying staff to change into appropriate clothing. This may require removal from class based activities until appropriate clothing is obtained.

BULLYING

Grand County School District does not tolerate bullying as described in the glossary of the Discipline Guide and Board Policy FGAD and FHA.

Bullying may take a variety of forms but generally implies aggressive behavior that is intended to cause distress and harm, exists in a relationship where there is an imbalance of power and strength, and is often repeated over time. However, it need not be repeated; bullying can be found based upon a single incident meeting the definition set forth here. Types of bullying and imbalance of power include but are not limited to:

- verbal and/or written (including using the phrase "kill yourself" will not be tolerated and can be grounds for a safe schools violation and report to law enforcement)
- physical/emotional/and/or mental health harm to a school employee or student or child; or
- all relational/social behavior or action (ie. ignoring, excluding, spreading rumors, ganging up, etc.)
- cyber (ie. text messaging, email, social media, etc.)

The School District expects students to report bullying to a parent, teacher, principal or another trusted adult.

The School District expects parents to talk to their students about bullying and to contact teachers or principals to handle bullying issues that arise. A brochure is available through the schools that provides important information on bullying for students and parents to review together at home.

The School District expects staff to take reasonable and timely steps to protect students from bullying. Staff shall educate all students about bullying behaviors, including cyber bullying, and about strategies to end bullying. Finally, staff shall document incidents, contact parents and provide follow-up to assure situations involving bullying stop. Parent notification is required by state law on specific incidents related to bullying, suicide, and hazing (Policy FGAD).

Bullying is a community issue that cannot be resolved by the schools alone. The School District asks the public to join in and support the stance that bullying behaviors are not acceptable in the Grand County communities.

CELL PHONE USAGE

The following practices are established to support instructional time in the classroom and avoid related cell phone problems that occur during the school day.

Cell phone use guidelines are as follows:

- From the first bell in the morning through the ending dismissal bell, cell phones of students are to be out of sight and powered off. Students using cell phones during this time will have their phones confiscated.
 - Exceptions:
 - HIGH SCHOOL: students may use their cell phones during the lunch period or passing time between classes.
 - ALL SCHOOLS: Teachers may authorize the use of a cell phone in their classrooms *for educational purposes* (Emergencies are not educational purposes).
- Should an 'emergency' arise requiring a student to use a cell phone during the day, the student may request an office pass from the classroom teacher. Upon hearing the student's rationale, the teacher may issue the student an office pass. **Once in the office**, the student may use the cell phone under the supervision of school personnel.
- Students are asked to pre plan their school day in ways that ensure they start the morning with needed homework and materials, means for lunch planned (sack or school lunch) and afterschool social activities prearranged with peers and parents. Arrangements for these types of needs are not designated as emergencies.
- The school is not responsible for a confiscated cell phone and will make every effort to retain it in the office.
- Penalties for unauthorized use of a cell phone may include, but are not limited to, assessing a fine, confiscating the phone up to one week, participating in a cell phone etiquette class, or assigning in-school suspension.
- If a student refuses to give up his or her phone when requested by a staff member, penalties for insubordination/willful disobedience may be enforced **in addition to** any penalties for inappropriate cell phone usage.

BUS CONDUCT

Bus rules of conduct are designed to ensure a safe, pleasant and desirable experience for those students who ride the bus to and from school each day. Bus conduct expectations are based on the Grand County School District Discipline Guide Infringements and Interventions chart and policy FGAC. Violations fall into two categories: severe and non-severe.

Severe violations result in immediate loss of bus privileges. These violations include: carrying, transporting or threatened use of weapons or look-alike weapons; transporting pornographic materials; sale, trade, use or possession of any controlled substance or paraphernalia; fire setting, including the use or possession of explosives, matches/lighters or fireworks; physical aggression or bullying; vandalism; petting, necking or inappropriate acts and upbraiding/threatening bus drivers, use of profanity after a warning, or other behavior as the school administration that deems to threaten the safe operation of the bus and its occupants.

Non-severe violations result in bus referrals and parent contact. Non-severe violations will result in loss of bus privileges if the student persists with the inappropriate behavior. These violations include: loud, boisterous or distracting singing, talking, playing radios or musical instruments, the use of foul language, horseplay, unnecessary movement from seat to seat, the throwing of any article within the bus or out the windows and willful disobedience of driver instructions. If a non-severe violation occurs, the driver will attempt to correct the problem through discussion with the student. If violations continue, the driver will file a bus conduct report. Bus conduct reports are mailed to parents. The first conduct report serves as a warning to the student. The second conduct report results in a two-week suspension of bus privileges. Should a third conduct report be filed, the student loses bus privileges for one month. A fourth conduct report results in loss of bus privileges for the remainder of the school year.

Students may not bring pets, insects, reptiles, etc. on the bus. Eating, drinking and littering are not allowed on the bus.

The driver for each bus has the authority to establish additional rules he/she feels are necessary to assure the safety of individuals being transported. The Transportation Supervisor reserves the right to make disciplinary decisions to assure the safety of students riding the bus.

ATTENDANCE POLICY

PHILOSOPHY: Few factors have greater influence upon student success than regular attendance. Daily participation in a demanding and meaningful education program is vital to success. We believe that to fully benefit from the educational opportunities provided, students must be in school. Students, parents, guardians, teachers and the administration share responsibility for attendance. **Parents and legal guardians have primary responsibility.**

ATTENDANCE REQUIREMENTS: Every student is required to be in school and in each class. Utah state law and Board policies FBA-FBB stipulates that every parent or guardian having control of any minor between ages 6 and 18 years of age shall assure that such minor shall attend school. Exceptions must meet requirements of the law. (Sections 53A-11-101 & 53A-11-103 Utah Code)

- 1) The parent of an absent student must provide the school with a valid, written, signed excuse within 5 school days of the absence at elementary and middle school and 3 days at the high school (the last day of the absence if it involves more than one consecutive day). Each school will inform parents of the process to submit the written note.
- 2) The parent may use a preprinted form available through the school office or District website (www.grandschools.org). The parent may write his/her own note, but the following information must be included or the excuse will not be accepted (**please print**):
 - a. date the excuse is written
 - b. student's name
 - c. student's grade
 - d. name of the child's teacher (K-6 only)
 - e. date(s) of the absence(s)
 - f. statement of the valid excuse for absence
 - g. printed name of parent
 - h. parent's signature
- 3) As required by State Code Compulsory Education-53G-6-202, an absence without a valid excuse will be considered a truancy, or violation of compulsory education law, and will be handled as follows:

Grades K-6

- Parents send written excuses to the child's classroom teacher or the office.
- At 5 absences without valid excuses, the principal will request a meeting with the parent to discuss the Notice of Compulsory Education Violation. This meeting will be with a school principal or designee and will discuss with the parent ways to resolve attendance issues. Failure of the parent to attend this meeting, or to resolve the problem, is deemed in State Code as a Class B Misdemeanor.
- Should the student reach a total of 10 absences without valid excuses, the principal will submit the parent's name to the District Attorney for resolution of the violation.

Grades 7-12

- Parent written excuses are sent to the office.
- At 5 truanancies, the principal will contact parent for a Notice of Truancy meeting. This Notice will direct the parent and the student to meet with the principal or designee to resolve attendance issues. GCHS (only): Parents will be informed of specific school based programs designed to support students attending school. At GCMS, for students 12 and under, at 10 truanancies, parent or guardian will be referred to court as per state code 53a.11.101.5. At GCMS and GCHS for students 13 and over, at 10 truanancies, students will be required to participate in the school based truancy intervention processes.

- At GCMS (for students 13 and over) and GCHS: If all school based processes have been exhausted and attendance has not improved, student will be referred to the Juvenile Court.

Definitions

- Absence – failure of a student to attend a part of, or all of, a school day.
- Truant (Compulsory Education Violation) – absent without a valid excuse.
- Valid excuses:
 - o Illness
 - o Family death
 - o Absence authorized in a student’s Special Education IEP or 504 Plan (Still requires written documentation.)
 - o School-authorized activity (such as sports or extracurricular activities)
 - o Extenuating circumstance approved by the principal and deemed by the principal as not adversely impacting the student’s education (such as pre-approved absences; medical or court appointments; etc.)
- Parent – parent or guardian
- Principal – principal or designee

HABITUALLY DISRUPTIVE STUDENT BEHAVIOR REFERRAL POLICY

It is unlawful for a student to engage in habitually disruptive behavior. Students, at least nine years old, or who turn nine during the school year (“qualifying minors”), who engage in behavior that results in multiple office referrals, or suspensions may be removed from school and/or subject to a referral to juvenile court under Utah Code section **53G-8-210. Disruptive student behavior** .

Utah law provides that a qualifying minor is subject to the jurisdiction of the juvenile court if the qualifying minor:

- 1)** Engages in disruptive behavior that DOES NOT result in suspension or expulsion at least six (6) times in the school year; OR
- 2)** Engages in disruptive behavior that DOES NOT result in suspension or expulsion at least three (3) times in the school year AND engages in behavior that results in suspension or expulsion at least one (1) time during the school year; OR
- 3)** Engages in disruptive behavior that results in suspension or expulsion at least two (2) times during the school year.

HABITUALLY DISRUPTIVE STUDENT BEHAVIOR REFERRAL PROCEDURES

The following outlines the Grand County School District procedural process for documenting, giving due process to and trying to remediate or provide interventions for a habitually disruptive student; and the process for completing a court referral.

1. For purposes of this section “Disruptive Student Behavior” means:

- a. Use of foul, abusive, or profane language while engaged in school-related activities;
- b. Illicit use, possession, control, or distribution of controlled substances or drug paraphernalia, electronic cigarettes, tobacco, or alcoholic beverages;
- c. Hazing, demeaning or assaultive behavior, including consensual behavior, including but not limited to physical violence, restraint, improper touching, exposure of body parts, forced ingestion, or other crimes against people or public order;
- d. Destruction or defacing of school property;
- e. Behavior which poses an immediate and significant threat to the welfare, safety, or morals or other students, school personnel, or the operation of the school;
- f. Possession or use of pornographic material on school property;
- g. Violations involving the use, possession, actual or threatened use of real or look alike weapons, explosives, or other noxious or flammable materials.
- h. Any violation that falls within Grand County School District's Discipline Guide.

2. Disruptive Student Behavior

- a. Each incident of disruptive student behavior and the consequence imposed will be recorded in the Student Information System and in the student's file for the school of record.
- b. Procedures should ensure due process for the student(s) accused of the behavior as well as those that might be on the receiving end of the behavior.
- c. The administration, or designee, is to contact parent(s) and attempt to have an in-person or telecommunication meeting for each behavioral incident regardless of the outcome of that incident (i.e. suspension, TAG, etc.)

3. Notice of Disruptive Student Behavior.

- a. A Notice of Disruptive Student Behavior may only be issued to a qualifying minor;
- b. A Notice of Disruptive Student Behavior may only be issued by a school administrator or administrator's designee.
- c. A Notice of Disruptive Student Behavior shall be issued when the student has:
 - i. Engaged in disruptive behavior that does not result in suspension or expulsion three (3) times during the school year; or
 - ii. Engaged in disruptive behavior that results in suspension or expulsion one (1) time during the school year.
- d. The Notice of Disruptive Student Behavior shall contain a statement informing the parent of:
 - i. The number of additional instances of disruptive behavior that will result in the student being issued a Behavior Citation for Habitually Disruptive Student Behavior (distinguishing between behavior that results in suspension/expulsion and other behavior that does not).
- e. The Notice of Disruptive Student Behavior shall be mailed by certified mail, or personally served on, the student's parent.
- f. A Notice of Disruptive Student Behavior requires that the student and parent meet with school

authorities to discuss the disruptive behavior.

i. In person meetings are preferable; however, if an in-person meeting is not possible, a telephonic meeting can be held.

g. A school representative shall provide the student's parent with a list of resources available to assist the parent in resolving the student's disruptive behavior problem.

i. Intervention resources vary by school and can and should be discussed at the time of the parent contact based on the incident and student behavior.

h. The student and/or parents may contest a Notice of Disruptive Student Behavior as follows:****

i. If the Notice of Disruptive Student Behavior is issued by an assistant administrator or other designee, the appeal is made to the school principal;

ii. If the Notice of Disruptive Student Behavior is issued by the principal, the appeal is made to the superintendent.

iii. The appeal must be submitted in writing (email is acceptable), within 2 school days after the Notice of Disruptive Student Behavior is issued. The appeal must include any facts or other extenuating circumstances the student/parent wishes to be considered.

iv. The administrator to whom the appeal is made will review the circumstances of the incident, any documentation, and perform such additional investigation as is deemed warranted under the circumstances. A decision will be made granting or denying the appeal within 5 school days after receipt of the appeal.

4. Citation and Court Referral for Habitually Disruptive Student Behavior

a. A Behavior Citation for Habitually Disruptive Student Behavior may only be issued to a student who has previously been issued a Notice of Disruptive Student Behavior.

b. A Behavior Citation for Habitually Disruptive Student Behavior may be issued if a student:

i. Engages in disruptive behavior that does not result in suspension or expulsion at least six (6) times in the school year; OR

ii. Engages in disruptive behavior that does not result in suspension or expulsion at least three (3) times in the school year AND engages in behavior that results in suspension or expulsion at least one (1) time during the school year; OR

iii. Engages in disruptive behavior that results in suspension or expulsion at least twice during the school year.

c. The Citation shall be mailed by certified mail, or personally served on, the student's parent.

d. Within five (5) days after the Citation is issued, the following shall occur:

i. The student shall be referred to the Juvenile Court;

ii. The school administrator or administrator's designee shall provide documentation to the student's parent of the efforts made by the school's representative to work with the student to resolve the student's behavior problems prior to the issuance of the Citation.

The statute does not specify the appeal process, it just states that there need to be a process whereby a

parent can contest a notice of disruptive student behavior. So this process is just a suggestion.

ACADEMIC HONESTY POLICY

PHILOSOPHY: The purpose of this policy is to promote academic honesty and responsibility among students. All students should feel proud of what can be accomplished through sincere, honest effort.

Unless otherwise directed by their teachers, students are expected to do their own work. This includes, but is not limited to, homework, tests, projects, essays or other written assignments. Assignments which may be handled in a "cooperative" manner will be so designated by the teacher; only those assignments may be shared. Studying for tests and exams with other students is also appropriate; however, if questions arise, the individual teacher should be asked to clarify. Additionally, students are responsible for the security of their own tests and papers. The student who deliberately or carelessly allows his or her paper to be copied will suffer the same penalty as the person doing the cheating.

Plagiarism, the practice of copying verbatim written material from other sources without providing appropriate footnotes, violates academic honesty. **POLICY:** The individual teacher shall report cheating offenses, including plagiarism, to the administration.

Any student who gains or gives answers to tests or other class work by stealing tests, test answer keys, or teacher's manuals will be subject to immediate placement at Second Offense (see below). Changing grades or altering a teacher's records in any way will result in Second Offense placement.

First Offense - The student shall receive no credit on assignment. The classroom teacher shall notify the parent or guardian. There may also be additional school based consequences.

Second Offense - The student shall receive no credit on assignment. Parent conference with the student, teacher and administrator. Consequences for further cheating offenses shall be set at this conference in the form of a behavioral contract. There may also be additional school based consequences.

Third Offense - The student shall receive no credit on assignment. Parent conference with the student, teacher and administrator. Follow-up on and review of consequences set at second offense conference. Review and revise behavioral contract as needed. There may also be additional school based consequences.

SPECIAL EDUCATION STUDENTS

If a student has a behavior plan in his or her IEP/504, the consequences cited in that plan will be used in the event of specified misbehavior. If the behavior(s) worsens or the frequency increases, the student's IEP/504 team shall meet to review the plan and its implementation, and modify it, as necessary, to address the behavior(s).

When a special education or 504 student is given out-of-school suspension, the suspension must follow Utah State Special Education Rules/ADA, and board policy FHAD and may necessitate the convening of the student's IEP/504 team. Special education personnel, regular education personnel, parents, and related services providers specified in the IEP/504 must be informed and involved.

If a special education or 504 student is expelled (weapons, drugs, or serious physical injury, or suspended for more than 10 days in a school year), the District continues to be responsible for providing services to the extent necessary to enable the student to appropriately progress in the general curriculum and appropriately advance toward achieving the goals set out in the student's IEP or 504.

STANDARD DISCIPLINARY PROCEDURES

A standard procedure for dealing with violations of the District's behavior code has been developed to ensure fairness to students. In addition, students that sign activities contracts may be held to a standard of behavior which may include non-school or school activities in addition to those items listed below. For each offense there is a prescribed consequence, ranging from a conference with an administrator for minor misbehavior to suspension for major offenses. For very serious offenses, the school may make an immediate recommendation for expulsion per Board Policy FHA. It is the responsibility of the students and parents to communicate with the school and teachers and fulfill their expectations regarding school work due or assigned during suspension.

INFRINGEMENTS AND INTERVENTIONS MATRIX

(This matrix is a guide; administrators have discretion to shape consequences based on the situation.)

DISRUPTION OF EDUCATIONAL PROCESS: Breakdown in the orderly process of instruction and/or school activities, including transportation of students in school vehicles.

SUSPENSION: Student is suspended from attending regular classes and all school activities. Suspension may take the form of in-school suspension (ISS) or out-of-school suspension (OSS) as determined by the school administrator.

- IN-SCHOOL SUSPENSION (ISS): Student is allowed to attend school but does his or her assigned work in a setting other than the regular classroom.
- OUT-OF-SCHOOL SUSPENSION (OSS): Student is not allowed on campus for the duration of the suspension. Reserved for time pending parent conferences and severe behaviors.

ALTERNATE MEANS OF CORRECTION: Consequence that may include but is not limited to restitution, letter of apology, working with staff to reconcile a problem or issue, and/or assignment to Saturday school, etc., to be determined during the parent conference.

SPECIAL EDUCATION STUDENTS: Suspension must follow Utah State Special Education Rules and may necessitate the convening of the student's IEP team.

SAFE SCHOOL INFRINGEMENT

K-3 administrators examine intent and provide age appropriate consequences.

INFRINGEMENT	1 ST INTERVENTION	2 ND INTERVENTION	ADDED INTERVENTIONS
1. Possession, control, or actual or threatened use of a real or look-alike weapon, explosive, or noxious or flammable material in a school building, in or on school property or in conjunction with any school related activity (see definition of weapon in glossary).	Parent notification and conference, up to 10-days suspension by the building administrator, pending review by the building safe schools committee. Can include an immediate 1-year expulsion under board policy FHA and Utah Code <u>53G-8-205</u> . Notification of appropriate authorities.		

<p>2. Fire setting (involving threat to lives or school property); use or possession of incendiary devices, including ammunition or fireworks, <i>false fire alarm</i>.</p>	<p>Parent notification and conference, Police and Fire Marshall notification, up to 10-days suspension pending review by the building safe schools committee; assignment of appropriate interventions, which can include recommendation for expulsion; administration of Predicts-Risk or similar assessment before student may re-enter.</p>	
<p>3. Commission of an act involving the use of force or threatened use of force, which if committed by an adult would be considered a felony or a class A misdemeanor.</p>	<p>Parent notification and conference, up to 10-days suspension pending review by the building safe schools committee. Possible police notification, assignment of appropriate interventions, which can include recommendation for expulsion.</p>	
<p>4. Sale, trade, transfer of any alcoholic beverage, controlled substance, or any drug paraphernalia.</p>	<p>Parent notification and conference, <i>mandatory</i> police notification, and immediate 10-days suspension pending <i>mandatory</i> recommendation for expulsion.</p>	
<p>5. Possession or use of any alcoholic beverage, intoxicant, or controlled substance on school property or at a school related activity. (See Policy FHAA)</p>	<p>Parent notification and conference, up to 10-days suspension and <i>mandatory</i> police notification, outside counseling program recommended.</p>	<p>Parent notification and conference; immediate 10-days suspension, and <i>mandatory</i> police notification; outside counseling program recommended. Recommendation for mandatory expulsion up to 60 days (one trimester).</p>
<p>6. Indecent Exposure, lewdness, possession or distribution of pornography.</p>	<p>Parent notification and conference, up to 10-days suspension; <i>mandatory</i> police notification; outside mental health assessment and counseling program recommended.</p>	<p>Parent notification and conference; immediate 10-days suspension, and <i>mandatory</i> police notification; outside counseling program recommended. Recommendation for mandatory expulsion up to 60 days (one trimester).</p>

<p>7. Possession, distribution or use of tobacco, including chewing tobacco, smokeless cigarettes, e-cigarettes, or other paraphernalia on school or school district property, in school vehicles and at school-sponsored functions away from school property is strictly prohibited. (Includes tobacco left in a car by a legal adult.)</p>	<p>Parent notification and conference, up to 10-days suspension; <i>mandatory</i> police notification; outside mental health assessment and counseling program recommended. Alternative interventions as recommended per school.</p>	<p>Parent notification and conference; immediate 10-days suspension, and <i>mandatory</i> police notification; outside mental health assessment and counseling program recommended. Recommendation for mandatory expulsion up to 60 days (one trimester). Possible participation in a tobacco cessation class.</p> <p>Perhaps the following language: Alternative interventions as recommended per school.</p>
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General Disciplinary Infringements

<p>8. Possession of matches, lighters or other fire starting paraphernalia.</p>	<p>Parent notification. Confiscation of item. Parent conference, up to 3-days suspension, Fire Department notification, restitution, possible alternate means of correction. (get rid of this language and use the following: Alternative interventions as recommended per school.</p>	<p>Parent notification. Confiscation of item. Parent conference, up to 5-days suspension, Fire Department notification, restitution. Alternative interventions as recommended per school.</p>	<p>Parent notification. Confiscation of item. Parent conference, up to 5-days suspension, Fire Department notification, restitution, mandatory notification to law enforcement.</p>
<p>9. Trespassing during a suspension.</p>	<p>Student will be asked to leave or be removed from campus. Parent and police notification.</p>		

10. Disrespecting, insulting, or abusing teachers or other school personnel.	Parent notification and conference, up to 5-days suspension and alternate means of correction, possible transfer from class and possible police notification.	Parent notification and conference, up to 10-days suspension, and alternate means of correction. Removal from class. Possible police notification.	Recommendation for mandatory expulsion up to 60 days (one trimester).
11. Bullying : (See Definition)	Staff intervention, immediate parent notification and/or conference, possible Behavior Plan, up to 3 days suspension.	Immediate staff intervention, parent notification and/or conference, review of Behavior Plan, up to 5-days suspension, possible police notification.	Immediate staff intervention, parent notification and/or parent conference, up to 10-days suspension or longer depending on the act and the severity, police notification. Recommendation for mandatory expulsion up to 60 days (one trimester).
12. Cyberbullying	Parent notification and/or conference, possible Behavior Plan, up to 3 days suspension.	Parent notification, and/or conference, review Behavior Plan, up to 5-days suspension, possible police notification.	Parent notification, parent conference, up to 10-days suspension or longer depending on the act and the severity, police notification. Beyond the third referral: Recommendation for mandatory expulsion up to 60 days (one trimester) or possible recommendation for expulsion.
13. Intimidating, abusing, harassing (including sexual harassment), threatening; slurring (racial, ethnic, religious, gender, etc.); hazing, degrading, or disgracing any person in connection with any school	Parent notification, up to 3-days suspension and alternate means of correction.	Parent notification and conference, up to 5-days suspension; Possible referral to Juvenile Court.	Parent notification and conference, up to 10-days suspension and Referral to Juvenile Court.

activity.			
14. Sexual Harassment: Any unwelcome sexual advances or requests for sexual favors including but not limited to unwanted verbal, written or physical conduct of a sexual nature.	See Initial Investigative and discipline procedures in Policy FHAB. Parent notification, up to 3-days suspension or alternative means of correction; possible referral to police.	Parent notification and conference, up to 5 days suspension; possible referral to police.	Parent notification and conference, up to 10 days suspension; possible referral to police; possible expulsion.
15. Serious physical aggression (such as slapping, scratching, punching, kicking, etc.); any physical aggression causing injury; ganging-up.	Parent notification and conference, up to 3-days suspension, Behavior Plan, possible saturday school, possible police notification.	Parent notification and conference, up to 5-days suspension, plus alternate means of correction, police notification, and possible referral to Juvenile Court.	Parent notification and conference, up to 10-days suspension, alternate means of correction, police notification, referral to Juvenile Court.
16. Minor physical aggression (such as pushing, tripping, pestering, provoking a fight, rough play, etc.).	Parent notification, staff intervention, Behavior Plan, parent notification, up to 1-day suspension.	Parent notification and conference, review Behavior Plan, set consequences for added offenses, up to 2-days suspension.	Parent notification and conference, consult individual Behavior Plan, up to 3-days suspension.
17. Displays of gang behavior, including but not limited to: language, flashing of gang signs, dress, paraphernalia, writing or drawing, tagging, symbols, etc.	Parent notification; confiscation of gang paraphernalia; up to 3- days suspension and/or alternate means of correction; restitution; possible police notification.	Parent notification and conference, up to 5-days suspension; possible referral to Juvenile Court.	Parent notification and conference, up to 10-days suspension; and referral to Juvenile Court.

18. Dress or copycat behavior of groups associated with gangs, violence/hate.	Parent notification; up to 3-days suspension and/or alternate means of correction; restitution; possible police notification.	Parent notification and conference, up to 5-days suspension and/or alternate means of correction; restitution; possible referral to Juvenile Court.	Parent notification and conference, up to 10-days suspension and/or alternate means of correction; restitution; and referral to Juvenile Court.
19. Vandalism, destruction of property, including alteration of computer software.	Parent notification, up to 3-days suspension, restitution, possible police notification.	Parent notification and conference, up to 5-days suspension, restitution, possible alternate means of correction, police notification.	Parent notification and conference, up to 10-days suspension, restitution and police notification.
<i>GENERAL DISCIPLINARY INFRINGEMENTS</i>			
20. Theft, attempted theft, or possession of stolen property.	Parent notification, up to 3-days suspension, confiscation, restitution, alternate means of correction and possible police notification.	Parent notification and conference, up to 5-days suspension, confiscation, restitution, alternate means of correction and police notification.	Parent notification and conference, up to 10-days suspension, confiscation, restitution and police notification.
21. Truancy, student absence without a parent/guardian or school excuse.	Parent notification via automatronic system each absence. HMK: At 5, parent conference about school attendance process in accordance with state attendance law. GCMS: At 5, parent conference about school attendance process in accordance with state attendance law. GCHS: At 5, parent/student conference about school attendance process in accordance with state attendance law. Explanation and possible implementation of school based truancy intervention process.	HMK: At 10, parent notification and parent referral to court. GCMS: For students 12 and under, at 10 parent notification and parent referral to court. For students 13 and over, parent/student conference and mandated participation in school based truancy intervention process. GCHS: At 10 parent/student conference, student is mandated to participate in school based truancy intervention process.	Schools within the district agree to participate in reasonable efforts to correct student attendance issues. If all intervention efforts fail, and the student's attendance does not improve, this will result in parental notification and the student's name will be submitted to Juvenile Court or other court related support services depending on the age of the student. For students 12 and under, the parent's name(s) may also be submitted to the courts.

22. Technology: Acceptable Use Policy violations.	Parent notification, suspension of network privileges for at least 10 school days.	Parent notification and conference, suspension from network privileges for one term (60 days).	Parent notification and conference, loss of network privileges for up to one full school year (180 days).
23. Willful disobedience, defiance, insubordination, disrupting school activities, loitering.	Parent notification, up to 3-days suspension or alternate means of correction.	Parent notification and conference, up to 5-days suspension and alternate means of correction including mandatory Behavior Plan. Parental Notification of Disruptive Student Code.	Parent notification and conference, up to 10-days suspension, possible recommendation for homebound study with DCFS notification. Possible referral to Juvenile Court as per Disruptive Student Code.
24. Obscene or vulgar acts (lewdness).	Parent notification, up to 3-days suspension and alternate means of correction.	Parent notification and conference and up to 5-days suspension and alternate means of correction.	Parent notification and conference, up to 10-days suspension; possible referral to Juvenile Court.
25. Cheating on exams, quizzes, or assignments (see Academic Honesty Policy).	The student shall receive no credit on assignment. The classroom teacher shall notify the parent or guardian. There may also be additional school based consequences.	The student shall receive no credit on assignment. Parent conference with the student, teacher and administrator. Consequences for further cheating offenses shall be set at this conference in the form of a behavioral contract. There may also be additional school based consequences.	The student shall receive no credit on assignment. Parent conference with the student, teacher and administrator. Follow-up on and review of consequences set at second offense conference. Review and revise behavioral contract as needed. There may also be additional school based consequences.
26. Profanity, written or oral, or obscene gestures.	Parent notification; alternate means of correction, may include 1- day suspension.	Parent notification and conference, up to 2-days suspension and alternate means of correction.	Parent notification and conference, up to 5-days suspension, and alternate means of correction.
27. Lying, falsification, forging misrepresentation, or altering school correspondence, hall pass, absence, re-	Alternate means of correction including parent notification and possible 1-day suspension. There may also be	Parent notification and conference, up to 2-days suspension or alternate means of correction. There may also be additional school based	Parent notification and conference, up to 5-days suspension and alternate means of correction. There may also be additional school based

admits, parent notes or phone calls.	additional school based consequences.	consequences.	consequences.
28. Unauthorized use or possession of items not required by daily educational program.	Parent notification, warning, item confiscated for remainder of the day. Items returned only to a parent or guardian.	Alternate means of correction, item confiscated until parent conference.	Parent notification and conference, up to 2-days suspension, item confiscated until end of year.
29. Inappropriate attire as defined by the District Dress Code.	Parent notification, change of clothing (may be provided by school).	Parent notification and conference and alternate means of correction.	Parent notification and conference and alternate means of correction.

GLOSSARY

TERM	DEFINITION
Alternate Means of Correction	Various forms of apology, counseling, detention, adult supervision, behavior contracts, work details or conferences which may be used by an administrator in lieu of other disciplinary measures suggested in the discipline code.
Assault	A threat or attempt to willfully inflict bodily injury.
Battery	A hostile touching of another person which causes or may cause physical injury to the latter.
Behavior Plan	Written plan created by student and adults delineating the steps that will be taken to correct and control an inappropriate behavior.
Bomb Threat	Threatening others with the presence of or intention to place bomb(s), explosive(s) or incendiary(s).

Bullying	<p>Intentionally or knowingly committing an act that:</p> <ul style="list-style-type: none"> ● endangers the physical/emotional/mental health or safety of a school employee or student; ● involves any brutality of a physical nature such as whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements; ● involves consumption of any food, liquor, drug, or other substance; ● involves other physical activity that endangers the physical health and safety of a school employee or student; or ● involves physically obstructing a school employee's or student's freedom to move; and is done for the purpose of placing a school employee or student in fear of: <ul style="list-style-type: none"> ● physical/emotional/mental health harm to the school employee or student; or ● harm to property of the school employee or student. <p>(See Utah Code 53G-9-601)</p> <ul style="list-style-type: none"> ● verbal and or written (using phrases like “kill yourself” will not be tolerated and will be grounds for a safe schools violation and report to law enforcement) <ul style="list-style-type: none"> • physical • relational /social (ignoring, excluding, spreading rumors) <p><i>This is regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.</i></p>
Cyberbullying	<p>Using the Internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication. (See Utah Code 53G-9-601)</p> <p><i>This is regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.</i></p> <p>According to state law, “No school employee or student may engage in hazing or cyber-bullying a school employee or student at any time or in any location” (See Utah Code 53G-9-602)</p> <p><i>It is the responsibility of the reporting entity to bring physical evidence of the cyberbullying to the administration.</i></p>
TERM	DEFINITION
Expulsion	<p>The student is barred from attending any school function in the Grand County School District. Expulsion is used for students committing the most serious of offenses. (See Utah Code 53G-8-205)</p>
Harassment	<p>Repeatedly communicating to another individual, in an objectively demeaning or disparaging manner, statements that contribute to a hostile learning or work environment for the individual. (See Utah Code 53G-9-601)</p>

Hazing	<p>Intentionally or knowingly committing an act that:</p> <ul style="list-style-type: none"> ● endangers the physical health or safety of a school employee or student; ● involves any brutality of a physical nature such as whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements; ● involves consumption of any food, liquor, drug, or other substance; ● involves other physical activity that endangers the physical health and safety of a school employee or student; or ● involves physically obstructing a school employee's or student's freedom to move; <p>and</p> <ul style="list-style-type: none"> ● is done for the purpose of initiation or admission into, affiliation with, holding office in, or as a condition for, membership or acceptance, or continued membership or acceptance, in any school or school sponsored team, organization, program, or event; or ● if the person committing the act against a school employee or student knew that the school employee or student is a member of, or candidate for, membership with a school, or school sponsored team, organization, program, or event to which the person committing the act belongs to or participates in. (See Utah Code 53G-9-601) <p>This is regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct. According to state law, "No school employee or student may engage in hazing or cyber-bullying a school employee or student at any time or in any location" (See Utah Code 53G-9-602).</p>
Indecent Exposure	The exposure of one's body, especially one's genitals, in a public place and in a way considered offensive to established standards of decency.
Intimidation	Harassing, annoying, taunting or in any way deliberately trying to disturb another person; whether by physical action, gesture or verbally.
Lewdness	Showing, or intended to excite, lust or sexual desire, especially in an offensive way.
Loitering	Presence of an individual in or about a school under one or more of the following circumstances: a) after a reasonable request to leave; b) does not have any legitimate reason for being there; c) does not have written permission to be there from anyone authorized to grant permission; d) refusal to identify self.
Robbery	Taking away the property of another by force or fear.
Safe School Violation	Violation of any of the "Safe School Infringements" (items 1-5 in the Interventions and Infringements Matrix). These require administrators to use the "Safe Schools Protocol" and award due process to students and parents.
TERM	DEFINITION
Saturday School	School session held for 4 hours on Saturdays, selected and assigned as alternate means of correction during parent conference.
Sexual Harassment	Any unwelcome sexual advances or requests for sexual favors including but not limited to unwanted verbal, written or physical conduct of a sexual nature.

	<p>"Sexual Harassment" means unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communications of a sexual nature, and any other gender-based harassment, when:</p> <ol style="list-style-type: none"> a. Submission to or rejection of the conduct affects the student's academic performance, participation in school-sponsored activities, or any other aspect of the student's education; or b. The conduct has the purpose or effect of unreasonably interfering with a student's academic performance or participation in school-sponsored activities, or creating an intimidating, hostile or offensive education environment. (See Policy FHAB)
Sexting	Sending or receiving a pornographic image or sexual explicit message via electronic means. Sexting could have further legal consequences.
Suspension	The student is suspended from attending regular classes and all school activities; for in-school suspension (ISS) the student is allowed to attend school but does his or her class work in a setting other than the regular classroom; for out-of-school suspension (OSS), the student is not allowed on school district property for the duration of the suspension. OSS reserved for time pending parent conferences and severe behaviors. (See Utah Code 53G-8-205)
Tardy (late to class)	A student is tardy if not in the assigned classroom with the required books and materials when the class is designated to begin. Tardiness is not valid unless the student is exempted in writing by another teacher or the office. Teachers are not required to provide make-up work for tardiness. (See Attendance Policy)
Theft	Stealing, taking the property of another (force against a person is not used).
Trespassing	Unauthorized presence of an individual, including suspended students, on school property.
Truancy (unauthorized absence from class)	Any absence that is not school excused or approved by the Administration is a truancy. This can be a school day or any part of a school day. Make-up work credit for truanancies is not allowed.
Vandalism	Destruction or defacement of property, including computer hardware and software.
Weapons	Any item that may be used for attack or defense that is capable of causing death or serious injury. Items always classified as weapons are any type of firearm, gun, knife or cutting tool, explosive or destructive device, and noxious or poisonous material. Additionally any object intentionally used or which may be used to threaten or harm another, including weapon facsimiles.