



Student Code of Conduct

2024-2025

Dr. Kandace Bethea
Superintendent



Marion County School District Students and Families,

We are excited that you are a part of our system. If you were with us last year we would like to welcome you back and if you are new to MCSD we want to welcome you to our system. The Marion County School District works to ensure that all students are given opportunities to achieve to their highest levels. Our efforts, combined with the efforts of the student and their families, and along with partnerships outside of our school system, are to provide opportunities for growth and development of our students. One key ingredient to students' success is the learning environment. We believe that the learning environment must be orderly and safe, physically and emotionally; where students feel respected and honored. This requires the involvement of students and adults.

The Student Code of Conduct helps detail what we expect from our students. The Student Code of Conduct is a key part of the work that we engage in with our students and their families. It helps us build a strong, collaborative, respectful culture in each school. Student adherence to the Code of Conduct is crucial in helping create a climate that is orderly and safe.

We ask that our students and their families discuss the importance of good citizenship and behavior at school. We also ask that our students and parents sign a form indicating that you have read and understand The Student Code of Conduct and return that form to your school. If you have questions about The Student Code of Conduct, please contact the principal of your school.

We are grateful that you are a part of the Marion County School District and we look forward to a great school year.

Sincerely,

Kandace Bethea
Superintendent

District Statement

Students are expected to conduct themselves in an orderly, courteous, dignified and respectful manner at all times. They have a responsibility to know and respect the policies, rules, and regulations of the school and District. Violations of such policies, rules, and regulations will result in disciplinary action. School authorities may employ suspension and expulsion, if necessary to enforce the policies. The administration offers the following listing of offenses and dispositions for information for students, parents/guardians, and school personnel.

This Code of Conduct applies to all students and in the circumstances noted below. However, when enforcing its Code of Conduct, the District will comply with federal and state laws pertaining to students with disabilities.

- On school grounds during and immediately before or after school hours.
- On the school grounds at any other time when the school is used by a school group.
- Off the school grounds at school sponsored events as participants or spectators.
- At the bus stop, en-route to and from school on a school bus or other school vehicle.
- Off the school grounds at any place or time when the conduct has an adverse effect on a student or staff member's ability to function normally in the school environment and/or the presence of the student is detrimental to the best interest of the school due to the likelihood that the student's presence on campus will cause or contribute to a disruption in the learning environment.
- Remarks or comments that may be considered derogatory, defamatory, or inflammatory made on social media (e.g. Facebook, Snap Chat, Twitter, Instagram, etc.) that may have an adverse effect on a student or staff member's ability to function normally in the school environment.

In addition a school may consider the transfer of a student, to another school or program, for the commission of any crime, gross immorality, gross misbehavior, persistent disobedience, violation of written rules and promulgated regulations established by the District, or when the presence of the student is detrimental to the best interest of the school due to the likelihood that the student's presence on campus will cause or contribute to a disruption in the learning environment. A transfer may be considered for student conduct that occurs on and/or off-campus, whether or not it involves a school activity. Conduct involving violence, drugs or other illegal activity may result in additional disciplinary action. Such transfer may be subject to the District's hearing procedures.

Mission

Marion County School District prepares young people to achieve their future hopes, aspirations and dreams.

Vision

Educating, preparing, and inspiring tomorrow's citizens and leaders.

Core Values

Embrace Diversity
Be Student-Centered
Develop Academic Excellence
Strengthen Community
Model a Growth Mindset

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Section 1: Academic Integrity Code

All students enrolled in MCSD schools, including MCSD Virtual Program, are held to the same standard as when learning in a traditional school setting. Any dishonesty such as plagiarism, cheating, and/or providing false information is grounds for disciplinary action by the teacher or school administrator.

The following acts are considered dishonest and a violation of the Academic Integrity Code:

- Plagiarism – using other people’s work, ideas, or information without giving credit to the source.
- Work submission through another student’s password – any assignments or projects posed while using another student’s username and password is considered cheating.
- Cheating – using unauthorized material including outside materials or study aides for work completion. Copying another person’s work and using it as your own is considered cheating.
- Performing work or taking a test for another student.
- False information or made up data – submission is considered misleading and dishonest.

Section 2: Digital Citizenship

Proper behavior, as it relates to the use of technology, is no different than proper behavior in all other aspects of district activities. All users are expected to use the district technology resources in a legal, responsible, ethical, and polite manner. The digital citizenship guidelines are intended to clarify those expectations as they apply to computer and network usage and are consistent with MCSD Board Policy: JICJ - Electronic and Wireless Device.

A student who knowingly violates any portion of the digital citizenship expectations will be subject to suspension of access and/or revocation of privileges on the district's system and will be subject to disciplinary action in accordance with MCSD Code of Conduct. Students will practice responsible use of digital information regarding intellectual property, including complying with software licenses, copyright laws, and all other state and federal laws governing intellectual property.

Students will practice safe and appropriate online behavior including using professional etiquette while communicating online.

Improper use of district technology resources is prohibited including, but not limited to:

- using racist, profane, pornographic, sexually oriented, or obscene language or materials
- attempting to send or sending anonymous messages of any kind
- using the network to access inappropriate and/or harmful materials
- bypassing the district's security measures to access sites that are filtered on the district network
- encrypting communications so as to avoid security review or monitoring by the system administrator

- using the network to provide addresses or other personal information that others may use inappropriately
- purposely engaging in activity that may harass, threaten, defame, slander, libel, malign, or abuse another (individual or group)
- forgery or attempted forgery of electronic messages; attempts to read, delete, copy, or modify the electronic mail of other system users or deliberate interference with the ability of other system users to send/receive electronic mail
- using the network for illegal purposes, in support of illegal activities, or for any other activity prohibited by district policy or guidelines

Students will use the technology resources in a positive and responsible manner that promotes creativity, innovation, collaboration, communication, critical thinking, and problem solving. Improper use of the district's technology resources is prohibited including, but not limited to:

- using the network for political activity, financial gain, or commercial activity
- attempting to harm or harming equipment, materials, or data
- changing any computer configurations and/or settings
- installing software, including freeware and file sharing services, without permission from the director of technology or his/her designee
- streaming media, such as radio, games, video, etc., for non-educational purposes
- proxy sites - bypassing or attempting to bypass the filtering device by using sites such as, but not limited to, proxy sites on the district's electronic communications system
- running security programs or utilities that reveal or exploit weaknesses in the security of a system such as password cracking programs, packet sniffers, or port scanners or any other non-approved programs on district technology resources
- otherwise engaging in acts against the aims and purposes of the district as specified in its governing documents or in rules, regulations, and procedures adopted from time to time

Students will understand the negative impact of inappropriate technology use including online bullying and harassment, hacking, intentional virus setting, invasion of privacy, and piracy of materials such as software, music, video, and other media.

Students will log in to the district network and learning management systems using their own login credentials. Account information and passwords, or similar information used for identification and authorization purposes, must be kept private. Passwords should not be written down and left in a location others may find it. The individual in whose name a system account is issued will be responsible at all times for its proper use. Students will use technology resources cautiously to prevent damage.

Section 3: Attendance

Students are expected to participate fully in their chosen educational model. Attendance will be taken each day of instruction no matter the mode of instruction (in-person or virtual). All state truancy guidelines will be followed to include: parent letter, truancy meetings (virtual or in person), and truancy hearings. Further guidelines will be provided to parents once received from the State Department of Education.

The board designates the principal of the school to promptly approve or disapprove any student's absence of more than 10 days. In order to receive one Carnegie unit of credit, a high school student or students in the middle school taking courses for graduation credit must be in attendance at least 120 hours, per unit, regardless of the number of days missed. Denial of credit for high school students will uniformly occur at the 11th absence per yearly course (sixth absence per semester course). Credit for any course will be denied if a student does not meet attendance requirements. This means that any number of absences greater than 10 per 1-unit course (or 5 for a .5-unit course) will require the student to make up time to accrue the 120-hours (1-unit) or the 60-hours (.5-unit).

Section 4: Absences

Elementary students who are out of school for more than 50 percent of the instructional day will be counted as absent for the full day. High school and middle school students will be counted absent for a full period if they miss more than half the period. Failure to attend class constitutes an absence. All absences will be classified as either lawful or unlawful.

The board designates the principal of the school to promptly approve or disapprove any student's absence of more than 10 days regardless as to whether those absences are lawful, unlawful or a combination of the two.

Section 5: Excuses

Within five days after returning to school, a student must submit a written excuse explaining his/her absence, signed by his/her parent/legal guardian and accompanied, if applicable, by a doctor's statement. If a student does not do so, his/her absence will be considered unlawful. Excessive absences, even those excused by a parent/legal guardian, will be reviewed by a school administrator to determine causes for missing more school days than normal. A limit of 5 parent notes are allowed during a semester.

The student's excuse should include the following information.

- date the excuse was written
- date(s) of the absence(s)
- reason for absence(s)
- telephone number where parent/legal guardian can be reached
- signature of parent/legal guardian

Section 6: Make-up work

Students whose absences are approved should be allowed to make up any work missed in order to satisfy the 120-hour requirement. Examples of make-up work that address both time and academic requirements of a course may include after-school and/or weekend make-up programs and extended-year programs.

A student will be allowed to make up work missed during the absence as long as the student or his/her parent/legal guardian makes appropriate arrangements with the teacher(s) within five school days of the student's return to school. The student should complete the make-up work within 10 days after his/her return to school.

All make-up time and work must be completed within 30 days from the last day of the course. The board or its designee may extend the time for a student's completion of the requirements due to extenuating circumstances that include, but are not limited to, the student's medical condition, family emergencies, and other student academic requirements that are considered to be a maximum load. Make-up requirements that extend beyond 30 days due to extenuating circumstances must be completed prior to the beginning of the subsequent new school year.

Section 7: Tardy

Elementary School

Parents must sign students in at the office to receive a pass when tardy to school. The following consequences are administered on a semester basis.

Tardy	Consequence
1 st	The office/teacher will issue a verbal notification.
2 nd	The office/teacher will issue written notification.
3 rd	The office/teacher will issue a second written notification.
4 th	The office/teacher will issue a written tardy notice warning.
5 th	The school administrator will request a parent/legal guardian tardy conference.
6 th and 7 th	The student will be placed on a tardy intervention contract and may be referred to the attendance supervisor.
8 th and 9 th	The student may be assigned in-school suspension.
10 th	The student may be given one day out-of-school suspension for each additional tardy after 10.

Middle and High School

These consequences are administered by the teacher on a **cumulative** basis.

- Students who are tardy to school in the morning are to report to the office to receive a pass to class. Any tardy due to traffic, running out of gas, oversleeping, flat tires, etc., are not excused.
- During the school day, when the tardy bell rings, all students should be in their designated classroom for that period. Any tardy this is unexcused is cumulative and will be recorded by the classroom teacher.

Tardy	Consequence
1 st & 2 nd	The teacher will issue a verbal warning.
3 rd & 4 th	The teacher will have two-way communication (email, phone call, etc.) with the parent/legal guardian and will document entries when coding in the comment box in Powerschool.
5 th	Referral to administration for disciplinary interventions, guidance referral, and/or disciplinary action set by administration
6 th – 9 th	The student will be assigned in-school suspension (ISS).
10 th	The administrator will request a parent/legal guardian tardy conference and the student will be placed on a tardy intervention contract. The student will also meet with a guidance counselor prior to being assigned out-of-school suspension.
11 th – 13 th	The student will be assigned out-of-school suspension (OSS). High schools students will also lose driving privileges at the 10 th tardy for at least 30 days. If a student continues to drive during the 30 days of revoked privileges, then the student's driving privileges will be revoked for the remainder of the year.
14 th	The student will be assigned OSS for each additional tardy after 14.

Section 8: Bullying

Harassment, intimidation or bullying is defined as a gesture, electronic communication, or a written, verbal, physical or sexual act reasonably perceived to have the effect of either of the following.

- harming a student physically or emotionally or damaging a student's property, or placing a student in reasonable fear of personal harm or property damage.
- insulting or demeaning a student or group of students causing substantial disruption in, or substantial interference with, the orderly operation of the school.
- demonstrates motivation by any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation and expression of a mental, physical, or sensory disability or by other distinguishing characteristics.

When bullying occurs it will be dealt with immediately and the parent will be notified. Many of the incidents we have at school involve normal conflict between students, where students are unable and/or unwilling to solve on their own. To help you identify the difference between bullying and conflict, please refer to the information below.

Bullying	Normal Conflict
<ul style="list-style-type: none"> • Imbalance of power - not friends • Repeated negative actions • Purposeful • Serious-threat of physical harm or emotional or psychological hurt • Strong emotional reaction on part of the target • Seeking power or control • Trying to gain material things or power • No remorse-blames target • No effort to solve problem 	<ul style="list-style-type: none"> • Equal power / friends • Happens occasionally • Accidentally • Not serious • Equal emotional reaction • Not seeking power or attention • Remorse-takes responsibility • Effort to solve the problem

Reporting

Any student who believes that harassment, intimidation or bullying has occurred in violation of this policy should report the situation to a school staff member. If the student has previously reported the harassment, intimidation or bullying to the school staff member, but the misconduct continues, the student should report the situation to the principal (or his/her designee). If parents discover that their son or daughter is being bullied, the parents should contact the appropriate school officials (principal or assistant principal) and request an investigation. If the parents are not satisfied with the principal's course of action, they should submit a written complaint to the District Superintendent's office for further review. If the parents feel they are not getting a prompt response to their concerns from the District Superintendent's office, the parents should then contact the Office of the Ombudsmen at the SCDE so that a course of action involving the parent and the district can be taken to hopefully resolve the parents' concerns.

How to Report

- StopIt Reporting App for Your Student's School (students can report)
 - 6th – 12th grade students download StopIt App from Apple Store or Google Play Store
 - 6th-12th grade students enter the Access Code for their school to report bullying

Students in the elementary and primary grades are to inform adults at the school and home if bullying is occurring.

- ✓ District Webpage – [Click here](#) (students and parents can report using this tool)
- ✓ Phone call to student's school administrator or counselor
- ✓ In person at student's school to complete a bully report form in the office

Investigation

The principal or his/her designee is responsible for determining whether an alleged act constitutes a violation of this policy. The principal or his/her designee will conduct a prompt, thorough and complete investigation of the alleged incident. A record of each investigation regarding allegations of harassment, intimidation or bullying will be maintained per district directions.

Consequences

If the investigation determines that harassment, intimidation, or bullying has occurred, the administration at the school shall take reasonable, timely, age-appropriate, and effective corrective action. Examples of corrective action include, but are not limited to, disciplinary action against the aggressor, up to and including termination of an employee or expulsion of a student, special training or other interventions; apologies; dissemination of statements that the school does not tolerate harassment, intimidation, or bullying; independent reassessment of student work; and/or tutoring.

Fighting

After a thorough investigation, if an aggressor is found, the aggressor will receive the maximum consequences per the Code of Conduct. The non-aggressor will receive the appropriate consequences set forth by administration and/or district.

For clarity, fighting is defined below as outlined in the 2023 -2024 Student Code of Conduct.

Fighting - An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption.

For further clarity, involvement in a fight, is outlined below.

Inciting a Fight – To instigate or cause others to have a physical fight or confrontation.

Gang Fight - Two or more students attack, threaten, or intimidate another student.

Recording a Fight – See electronic device consequences

Section 9: Student Dress

Dress Code (CD – Grade 5):

- Bedroom shoes, shower shoes & flip-flops (defined as any flat-bottomed shoe without a heel strap) are not allowed.
- Pants must be worn at the waist. If necessary, a belt should be worn to keep the waist at an appropriate level.
- Straps on overalls must be fastened and worn on the shoulder.
- Clothing or other apparel (t-shirt, logo, jewelry, etc.) that has slogans which offend gender, ethnicity, sexuality or religion, or promote drugs, alcohol or violence are not allowed.
- Caps, hats, coat hoods, do-rags, sleeping scarves, bonnets & bandanas will not be worn in the building. Headbands that cover the front of the head but not the entire head are allowed.
- Prescribed sunglasses may be worn in the building.
- See-through wind pants or bike shorts may not be worn.
- See-through tops, fishnet tops and muscle shirts must be worn over another shirt.
- Tops should not expose the midriff when arms are raised.
- Shorts, dresses, skirts and skorts must be worn at fingertip length or longer.
- Leggings/jeggings may only be worn if covered by a top that meets the length requirements for dresses, skirts & shorts.
- Pajamas or any other bedroom or lounging attire, including blankets, may not be worn.

Dress Code (Grades 6 – 12):

- Bedroom shoes, shower shoes & flip-flops (defined as any flat-bottomed shoe without a heel strap) are not allowed.
- Pants must be worn at the waist. If necessary, a belt should be worn to keep the waist at an appropriate level.
- Straps on overalls must be fastened and worn on the shoulder.
- Clothing or other apparel (t-shirt, logo, jewelry, etc.) that has slogans which offend gender, ethnicity, sexuality or religion, or promote drugs, alcohol or violence are not allowed.
- Caps, hats, coat hoods, do-rags, sleeping scarves, bonnets & bandanas will not be worn in the building. Headbands that cover the front of the head but not the entire head are allowed.
- Prescribed sunglasses may be worn in the building.
- Brief or revealing clothing such as tank tops, halter-tops, muscle shirts, garments with spaghetti straps or straps less than 2 inches in width, strapless garments, see-through or low-cut garments may not be worn. Undergarments must not be visible.
- Athletic attire, including cheerleading, swimming, basketball and other sports uniforms may only be worn by participants during scheduled practices and events.
- Tops should not expose the midriff when arms are raised.
- Shorts, dresses, skirts and skorts must be worn 2 inches above the knee or longer.
- See-through tops, fishnet tops and muscle shirts must be worn over another shirt.
- Leggings/jeggings may only be worn if covered by a top that meets the length requirements for dresses, skirts and shorts.
- Pajamas or any other bedroom or lounging attire, including blankets, may not be worn.

Extreme clothing or accessories that interfere with the learning process, cause a disruption of the educational environment, or are considered to be a health or safety hazard are prohibited. Interpretation of dress code can be determined at the discretion of the school-building administrator.

Section 10: Electronic Device

A student who has an electronic device visible without permission as outlined by the Marion County School District Policy is subject to discipline as provided by board policy.

Unauthorized use of a personal electronic device may include, but is not limited to, taking pictures or recording without permission, cheating, harassment or bullying, use during any emergency drill, use during unauthorized times, or use for unlawful activities.

Students shall be allowed to use personal electronic devices (cell phones, laptops, tablets, iPads, portable gaming units, etc.) on buses if it does not disrupt the safe operation of the bus or the safety of students. If students do use personal electronic devices, on the bus, he/she should use earbuds or headphones.

After the tardy bell rings, cell phones must be placed in a secure area such as: book bag, lockbox, or area assigned by the teacher. Cell phones must remain stored until the time of authorized use. Any faculty and/or staff member who finds a student in possession of an electronic device without permission can confiscate the device immediately. Administrators should be alerted once the electronic device is confiscated. However, the teacher should secure and document the electronic device. The device will be returned to the parent/legal guardian following administrative regulations.

Students are under the direct supervision of all staff members and /or substitutes. Failure to turn over an electronic device immediately when requested will result in disciplinary action in accordance with School District Code of Conduct Policy.

Responsibility/Liability Clause

Any student who chooses to bring to school an electronic device shall do so at his or her own risk and shall be personally responsible for the security of his or her device. Neither the school personnel nor the board will assume any responsibility or liability for loss, theft, damage, or vandalism to a mobile telephone, smart phone, or other such devices as described above brought onto school property or for the unauthorized use of any such device. The school district is also not responsible for any faculty or staff personal cell phones.

Times of authorized use for elementary school:

- before the beginning of the instructional school day
- after the dismissal bell at the end of the instructional school day
- during classroom instruction when directed by the teacher

Times of authorized use for middle school:

- before the beginning of the instructional school day
- after the dismissal bell at the end of the instructional school day
- during classroom instruction when directed by the teacher

Times of authorized use for high school:

- during lunch while in the cafeteria only

Electronic Device Discipline Plan

Teacher Managed Violations

Include but are not limited to: repeated uncharged device, unprepared for class, careless or irresponsible use, and off-task behavior.

Level 1 Violations

Repeated Level 1 Violations become a Level 2 Violation

Level 2 Violations

Include, but are not limited to: acceptable use policy violations, photographing/filming others without permission or against their will, bullying with the device, harmful or malicious activities, accessing and/or sharing inappropriate websites, materials, videos or photos.

Level 3 Violations

Include criminal offenses that require the involvement of law enforcement and may require arrest and/or a recommendation for expulsion. Possession and use of personal and/or school issued electronic devices on school property acknowledges consent to search contents of the device in a school or criminal investigation. In such investigations, students will provide necessary login information as needed. Misuse of technology outside of school that impacts the people or environment on campus may also necessitate similar disciplinary consequences and searches.

The administration reserves the right to handle actions determined to be a misuse of technology in the manner they feel is the most appropriate for all concerned. For additional information on acceptable use of technology, please refer back to the MCSD Acceptable Use Policy.

Section 11: Student Transportation

Bus Conduct

The Student Code of Conduct applies to all Marion County buses & at all Marion County bus stops as well as regularly scheduled & school-sponsored events. Students who do not follow bus rules may face the loss of bus privileges. Each student is expected to ride his/her assigned bus every day unless permission to do otherwise has been approved by the appropriate administration. The principal or designee has authority over all buses operating to or from school, to include loading or unloading, & the conduct of the students being transported.

Inappropriate behavior or activity jeopardizing the safe operation of the school bus or interfering with the welfare of other vehicle occupants is prohibited. The school bus operator will report promptly & in writing to appropriate administrative staff any conduct appearing to require disciplinary action. After administrative staff review, appropriate disciplinary action will follow.

Bus Expectations for All Students

At the Bus Stop:

- Arrive at the assigned stop before the scheduled bus pick-up.
- Be respectful and aware of traffic.
- Wait in a quiet and orderly manner, in a safe place, clear of traffic & away from where the bus stops and off private property.

When the Bus Arrives:

- Allow the bus to come to a complete stop.
- When boarding, wait until the bus has stopped with warning lights flashing & all traffic has come to a stop.
- When crossing the street is necessary, cross in front of the bus only.
- Board the bus in single file, quietly and in an orderly manner.

On the Bus:

- Follow the instructions of the bus personnel and be respectful of all people.
- Talk quietly and politely; using language appropriate for the school setting.
- Keep the bus neat and clean. Do not eat or drink.
- Sit in assigned seat if applicable and remain in seat while the bus is moving.

Exiting the Bus:

- Remain seated until the bus comes to a complete stop.
- Exit at assigned bus stop in an orderly manner.
- Cross in front of the bus only.

Operation of Motor Vehicles

Driving vehicles on school property is a privilege granted by the Board of Trustees. Misuse of a motor vehicle on school property in any manner may result in the withdrawal of this privilege.

- Students must display a proper parking permit, in clear view on the front dash/windshield, designated by the school each year.
- Students must park only in designated areas.
- Students must obey the 5 mile speed limit on campus.
- All parking areas, including bus areas, are off limits except during arrival & departure unless permitted by the principal.
- The school must be called or receive notification in writing if a student will be driving temporarily.
- Students may not drive or ride to the ACT without proper authorization.

Section 12: Suspension and Expulsion Policy

A student can be suspended or expelled for commission of any crime, gross immorality, gross misbehavior, persistent disobedience, or for violation of written rules and regulations established by school administration, Board of Trustees, or the State Board of Education, or when the presence of the student is detrimental to the best interest of the school. An expelled student has the right to petition for re-admission for the succeeding school year. Expulsion does not necessarily preclude enrollment and attendance at adult or night school.

When a student has been suspended or expelled, the student shall not attend school, participate in or attend school sponsored activities, use school transportation, or enter the school grounds during the period of suspension or expulsion. This also applies during an appeal of a suspension or expulsion.

Student Suspension (Policy JKD)

1. The Principal of a school may suspend a student for not more than ten (10) days for any one offense and for not more than thirty (30) days in any one school year, under the following conditions:

The student shall not be suspended during the last ten (10) days of a school year if the suspension will make the student ineligible to receive credit for the school year, unless the presence of the student constitutes an actual threat to a class or to the school or a hearing is granted within 24 hours of the suspension.

2. In many cases, the alleged misconduct may be informally discussed with the student minutes after it has occurred. The student may have an opportunity to give his/her version of the facts at this discussion, being first told what he/she is accused of doing and the basis of the accusation. If the Principal finds the presence of the student poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process, the student may immediately be removed from school. The notice of opportunity for explanation should be given to the student as soon as practicable, after the suspension has been imposed.
3. On the day of suspension, the principal will send, by regular mail, written notice of the action to the student's parent/legal guardian. The notice will state the reason(s) for the action taken, the effective dates of suspension, the parent/legal guardian's right to a conference with the principal, and a proposed time and place for the conference. This written notice will also advise the parent/legal guardian of his/her right to appeal an unfavorable decision to the superintendent.
4. In the event the principal receives no response to the letter within 48 hours, he/she will send a copy of the original letter to the parent/legal guardian by certified mail.
5. At the parental conference, the principal will discuss the charges and suspension with the parent/legal guardian. He/she will also discuss the proposed remedy and any follow-up procedures deemed desirable.
6. The principal will advise the parent/legal guardian of the right to appeal the principal's decision to the superintendent. The parent/legal guardian may give notice of his/her intent to appeal to

the principal who will promptly, upon receipt of such notice, contact the superintendent's office and schedule a date for the appeal.

7. The superintendent will promptly schedule a parental conference upon request with any parent/legal guardian. The superintendent may vacate or revise the principal's suspension action if he/she believes such action to be appropriate.
8. The superintendent will inform the parent/legal guardian either orally at the time of the conference or after the conference in writing of his/her decision, and provide the principal with a copy of any written response. The superintendent will also advise the parent/legal guardian of his/her right to petition the board for a review of the decision in the event that he/she is dissatisfied.

* If the parent/guardian can be contacted prior to the suspension, the Principal or Assistant Principal should give him/her a report on the misconduct, the number of days of suspension, and the appeal procedures. Suspension days are only counted when school is in session. A suspension occurring on an inclement weather day when school is not in session will not count. Schoolwork missed during a suspension can be made up.

Student Expulsion (Policy JKE)

1. A student may be expelled by the Superintendent of schools under the direction of the Board of Trustees after receiving notification of an opportunity to be heard. The principal will recommend to the superintendent or his/her designee any student the principal believes should be expelled. The pupil will be suspended from school and all school activities during the time of expulsion procedures, except for scheduled conferences.
2. A hearing shall be conducted by the Hearing Officer and by the Principal of the school in which the student is enrolled to determine the facts and circumstances surrounding an incident or offense alleged to have been committed by a student. The parent/guardian of the accused student shall be notified in writing of the time and place of the hearing, the name and title of the person before whom it is to be held, and the incident or charge to be investigated. The hearing shall take place not more than fifteen (15) days following mailing or delivery of the written notification to the parent/guardian.
3. At the hearing, the student and his/her parent/guardian shall have, without expense to the district, the right to legal counsel and the right to question all witnesses.
4. A decision will be rendered within five school days of the hearing. The parent/legal guardian and the principal will be notified in writing of the superintendent or his/her designee's decision.
5. The decision of the Superintendent to expel a student may be appealed to the Board of Trustees. The parent/legal guardian must notify the superintendent in writing within 10 days of receipt of the superintendent or his/her designee's decision of his/her desire to appeal to the board. The appeal will take place within 15 days of the written notification at a time and place designated by the board. A decision will be rendered within 10 days of the appeal.
6. The pupil will be suspended from school and all school activities during the time of expulsion procedures, except for scheduled conferences.

Section 13: Code of Conduct Description Levels

THIS CODE OF CONDUCT IS NOT ALL INCLUSIVE. The school and/or district administration may take other appropriate measures of discipline when it is deemed necessary. This code is adopted solely as a guideline to be used by administrators and staff. Also note that discipline infractions may cause students to be excluded from school activities.

For the purposes of maintaining fair and consistent discipline and in accordance with the South Carolina State Board of Education regulations, offenses have been placed into levels for definition and consequences.

Level ONE – Behavioral Misconduct

Behavioral misconduct is defined as those activities engaged in by student(s) which tend to impede orderly classroom procedures or instructional activities, orderly operation of the school, or the frequency or seriousness of which disturb the classroom or school. This applies not only to within-school activities, but also to student conduct on school bus transportation vehicles, and during other school-sponsored activities.

Level TWO – Disruptive Conduct

Disruptive conduct is defined as those activities engaged in by student(s) which are directed against persons or property, and the consequences of which tend to endanger the health or safety of oneself or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings. Behavioral misconduct (Level I) may be reclassified as disruptive conduct (Level II) if it occurs three or more times. This applies not only to within-school activities, but also to student conduct on school bus transportation vehicles, and during other school-sponsored activities.

Level THREE – Criminal Conduct

Criminal conduct is defined as those activities engaged in by student(s) which result in violence to oneself or another's person or property or which pose a direct and serious threat to the safety of oneself or others in the school. When school officials have a reasonable belief that students have engaged in such actions, then these activities usually require administrative actions which result in the immediate removal of the student from the school, the intervention of the School Resource Officer or other law enforcement authorities, and/or action by the local school board. This applies not only to within-school activities, but also to student conduct on school bus transportation vehicles, and during other school-sponsored activities. Any student with serious pending criminal charges may be subject to recommendation for expulsion.

Section 14: Searches and Seizures

Students and parents should be aware that state law treats all persons entering the premises of the school as having consented to a reasonable search, with or without probable cause, of such persons and their effects, including without limitation lockers, desks, vehicles, and personal belongings such as purses, book bags, wallets and satchels.

Section 15: Drug Dog Search Procedure

MCS D policy requires periodic unannounced searches of vehicles on campus/or parked in school parking lots, book bags, classrooms, and lockers by trained drug dogs.

Section 16: Primary School Discipline Plan

Primary School Discipline Plan | Teacher Managed

Behaviors which adversely affect a student's educational progress. Classroom/Teacher Managed infractions should be handled by the classroom teacher and are not processed through a formal referral for disciplinary actions from administration. However, these infractions are documented by the teacher. Cases of multiple or chronic offenses may require administrative/guidance action (assistance) and referral for interventions.

Code	Infraction	1 st & 2 nd Offense	3 or more Offenses
190	Cheating	Interventions	Administrative/guidance action (assistance) & referral for interventions
006	Dishonesty	Interventions	Administrative/guidance action (assistance) & referral for interventions
280	Dress Code	Interventions	Administrative/guidance action (assistance) & referral for interventions
400	Excessive Noise	Interventions	Administrative/guidance action (assistance) & referral for interventions
275	Failure to Complete Work	Interventions	Administrative/guidance action (assistance) & referral for interventions
405	Horseplay	Interventions	Administrative/guidance action (assistance) & referral for interventions
015	Inappropriate Affection	Interventions	Administrative/guidance action (assistance) & referral for interventions
017	Inappropriate Behavior	Interventions	Administrative/guidance action (assistance) & referral for interventions
016	Inappropriate Language	Interventions	Administrative/guidance action (assistance) & referral for interventions
018	Inappropriate Materials	Interventions	Administrative/guidance action (assistance) & referral for interventions
330	Phone Violation	Interventions	Administrative/guidance action (assistance) & referral for interventions
024	Running (halls/class)	Interventions	Administrative/guidance action (assistance) & referral for interventions
180	Tardy	Interventions	Administrative/guidance action (assistance) & referral for interventions
028	Throwing Objects	Interventions	Administrative/guidance action (assistance) & referral for interventions
030	Violation of Class Rules	Interventions	Administrative/guidance action (assistance) & referral for interventions

Primary Teacher Managed Infractions

Each school should establish MTSS/PBIS systems to provide a protocol for teachers to address classroom managed referrals.

Possible Interventions	Possible Actions
<ul style="list-style-type: none">• Behavior contract• Clarify expectations• Reteach expectations• Explicit instruction• Modify activity• Alternate assignment• Peer buddy• Peer tutor• Problem-solving sheet• Proximity control• Quiet correction• Positive reinforcement of appropriate behavior• Seat change• Teacher/student conference	<ul style="list-style-type: none">• Confiscate items• Detention• In-class exclusion• Verbal or written apology• Loss of privilege• Parent/teacher conference• Parent/teacher contact (phone, email, text, letter)• Temporary removal from class• Verbal warning• Written or verbal reflection• Written warning

Primary School Discipline Plan | Level 1 | Behavioral Misconduct

Activities engaged in by student(s) which tend to impede orderly classroom procedures or instructional activities, orderly operation of the school, or the frequency or seriousness of which disturb the classroom or school. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school bus transportation vehicles, and during school-sponsored activities.

Code	Infraction	Behavior	1st Offense	2nd Offense	3rd Offense	4th Offense
220	Computer Violation – Noncriminal	Issues involving the district provided device occurring in the classroom. This includes: carelessness, irresponsible use, off task, sharing work without permission, not following classroom rules, etc.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
004	Contraband	Related to the possession or viewing of items considered to be unsuitable for school or school related activities	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
170	Cutting Activity	Failure to attend or complete an assigned school activity or event.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
160	Cutting Class	Failure to attend or complete scheduled class.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
420	Disrespect towards adult	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
420	Disrespect towards student	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
007	Disrupting Class	Behavior that interferes with instruction, learning, and a safe and orderly environment which includes, but not limited to, chronic talking, throwing objects, horseplay, teasing, refusal to remain in seat, rude noises, selling items on campus, etc.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
271	Failure to Comply with Disciplinary Action	The act of not completing a consequence or sanction assigned by a teacher or administrator as a result of an offense committed or multiple teacher managed offenses.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
320	Leaving Class	Departing from campus without permission before the school day is complete.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
240	Loitering	Wandering on school premises in an area that is off limits to students or when there is no particular reason to be there.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
290	Obscene Gesture	A movement or position of the hand, arm, body, head, or face that is expressive of an offensive idea, opinion, and emotion.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS

200	Off Limits	To be present in an unauthorized location.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
002	Other Minor (Stealing)	To steal or possess property without the permission of the owner under \$100	School Counseling	Parent Conference	Level 2 w/1 day Character	Level 2 w/1 Day OSS
023	Property Misuse	Purposely cause minor damage (less than \$500) or defacement of property belonging to the school or others.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
024	Running from authority (exiting classroom/playground)	Running in the classroom, hallway, cafeteria, or any other area inside the school.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
180	Tardy	Arriving late to school or class.	See Tardy Policy			
151	Truant	A student, ages 6 to 17 years old who has accumulated three consecutive days of unlawful absences or a total of five unlawful absences during the current school year.	Reteach Expectations, School level truancy team intervention – See Truancy Flowchart. *Students (age 6 and older) who are coded truant in PowerSchool (code 151) must have a truancy intervention plan in place at the school level.			
390	Unauthorized Device	Failure to adhere to the authorized time of use outlined in the school's electronic device policy. This includes possession of an item at unauthorized times; including, but not limited to, laser pointer, camera, cell phone, tablets, drones, smart watches, etc.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS

Primary School Discipline Plan | Level 2| Disruptive Conduct

Activities engaged in by student(s) which are directed against persons or property, and the consequences of which tend to endanger the health or safety of oneself or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities.

Code	Infraction		1st Offense	2nd Offense	3rd Offense	4th Offense
680	Alcohol/Liquor Law	Violation of laws prohibiting sale, purchase, barter, transportation, possession, distribution, consumption, or being under the influence of alcoholic beverages.	School Counselor/ Parent Conference	Referral to Outside Agency		
001	Aiding Others	A person who assists in or supports the commission of an offense and who usually has knowledge before or after the fact. This includes, but is not limited to: inciting a fight, impeding school officials from reaching a fight, and recording a fight.	Warning; Home Contact	School Counseling	Parent Conference	Level 2 w/1 Day OSS
003	Bite/Pinch/Spit	To cut, wound, or tear with the teeth; to constrict or squeeze painfully; to eject saliva from the mouth.	School Counselor/ Parent Contact	Parent Conference	1 Day OSS	3-5 Days OSS
530	Bribery	Offering, giving, receiving, or soliciting of money or other items of value to sway the judgment or action of a person.	School Counselor/ Parent Conference	1 Day OSS & Behavior Contract	3 Days OSS	3-5 Days OSS
340	Bus Misconduct	Failure to comply with the rules of the bus set forth by the district.	Parent Conference and Bus Contract	School Counseling	3 Days Bus Suspension	5 Days Bus Suspension
407	Confrontation/Altercation	An exchange of words between students resulting in conflict; a heated or angry dispute; a noisy argument or controversy.	School Counselor/ Parent Contact	Parent Conference	1 Day OSS	3-5 Days OSS
150	Cutting School	Failure to attend or complete a school day.	School Counselor/ Parent	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
009	Fighting	An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption.	School Counselor/ Parent Conference & 1 day OSS	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
350	Fire Alarm	In the absence of an emergency, to activate or set off a fire signal indicating the presence of a fire emergency.	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS

010	Fireworks	Possession and/or detonation of an explosive pyrotechnic device that makes a display of light or noise on school property but does not cause harm to others.	School Counselor/ Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
011	Forgery/ Counterfeit	Purposely signing another person's name or altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.	School Counselor/ Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
620	Fraud	Deceiving another in order to damage him/her; usually, to obtain property or services from him or her unjustly.	School Counselor/ Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
630	Gambling	Betting on a game of chance or an activity where money is exchanged.	School Counselor/ Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
012	Harassment	A pattern of verbal, written or electronic contact that is initiated, maintained or repeated to cause a student to suffer mental or emotional distress.	HIB Policy; Reteach Expectations, Parent Contact, Referral to Counselor, Behavior Plan	HIB Policy; 1 Day Character Coaching	HIB Policy; 1 Day OSS	HIB Policy; 3-5 Days OSS
014	Hit/Kick/Push (towards adult)	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.	Parent Conference, Referral to School Counselor & 1 Day OSS	2 Days OSS	3 Days OSS	3-5 Days OSS

014	Hit/Kick/Push (towards student/peer)	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
022	Inappropriate Physical Contact - Peers	Touching another person in an unsuitable or improper manner for the location, setting, or activity.	School Counselor/Parent Contact	1 Day OSS & School Counselor	3 Days OSS	3-5 Days OSS
022	Inappropriate Physical Contact - Adults	Touching another person in an unsuitable or improper manner for the location, setting, or activity.	School Counselor/Parent Contact	1 Day OSS & School Counselor	3 Days OSS	3-5 Days OSS
310	Leaving School	Departing from campus without permission before the school day is complete.	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
020	Major Disruption	Behavior that interrupts the learning environment for a specific period of time in a confined area.	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
700	Misc. Weapons	Weapons such as: toy guns, toy cap guns, toy pellet guns, and bullets that do not inflict injury.	1 Day OSS, Parent Conference & Contract	3 Days OSS	3-5 Days OSS	5 Days OSS
710	Pornography	Possession, manufacturing, or distribution of sexually explicit/obscene material.	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
380	Probation Violation	A direct violation of a district probation contract administered through a hearing.	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
210	Profanity	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another.	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
270	Refusal to Obey/Defiant	Refusing to follow a request or a specific direction/instruction of an adult through disobedience, defiance, unruliness, or non-compliance.	School Counselor/Parent Contact	Parent Conference	1 Day OSS	3-5 Days OSS
295	Sexting	Creating, possessing, or sharing nude, partially nude, or other sexually explicit or suggestive images, videos, or visual representations using non-digital means (e.g., printed materials) or electronic communication, including but not limited to texting, emailing, or posting on social media platforms. These acts are prohibited whether or not the subjects of the images, videos, or visual representations consent to their being created, possessed, or shared.	School Counselor/Parent Conference	1 Day ISS & Contract	1 Days OSS	1-3 Days OSS
740	Stolen Property	Having in possession goods obtained by larceny, by stealing, by robbing, by theft, something unlawfully taken from its rightful owner (Less than \$2000 in damages).	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
670	Theft/Larceny	To steal or possess property without the permission of the owner (Greater than \$2000 in damages).	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS

028	Throwing Objects (harm to others)	To propel or cast in any way anything that is visible or tangible.	School Counselor/ Parent Contact	Parent Conference	1 Day OSS	3 Days OSS
230	Tobacco/Vaping	Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizers.	School Counselor/ Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
750	Trespassing	Being on school property or at a school sponsored event without permission, including while on suspension or after expulsion; entry of a structure without intent to commit a serious crime or theft.	School Counselor/ Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
029	Urination	Willfully urinating on school property or another student's property (shoes, floor, walls, bus, etc.).	School Counselor/ Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
760	Vandalism	Willfully or maliciously destroying, damaging, or defacing real or personal property.	School Counselor/ Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
019	Indecent Exposure	The deliberate exposure in public of one's genitalia or private area(s) of one's body.	School Counselor/ Parent Conference *Mandatory Counseling	1 Day OSS & Contract *Mandatory Counseling	3 Days OSS *Mandatory Counseling	3-5 Days OSS *Mandatory Counseling

Primary School Discipline Plan | Level 3| Criminal Conduct

Activities engaged in by student(s) which result in violence to oneself or another's person or property or which pose a direct and serious threat to the safety of oneself or others in the school. When school officials have a reasonable belief that students have engaged in such activities, then these activities usually require administrative actions which result in the immediate removal of the student from the school, the intervention of the School Resource Officer or other local law enforcement authorities, and/or action by the local school board. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities.

Code	Infraction	Definition	1st Offense	2nd Offense	3rd Offense	4th Offense
500	Arson Violation	To intentionally damage or attempt to damage any real or personal property by fire.	1-3 Days OSS	5 days OSS		
510	Assault, Aggravated	An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This category includes attempted murder. A weapon can be a commonly known weapon, such as a gun or knife, or any other item, which, although not usually thought of as a weapon, becomes one when used in a manner that could cause severe bodily injury (e.g., baseball bat, metal chain, large stick). A "severe laceration" is one that should receive medical attention. A "loss of consciousness" must be the direct result of force inflicted on the victim by the offender.	1-3 Days OSS	5 days OSS		
520	Assault, Simple	An unprovoked physical attack by one person upon another where the offender neither uses nor displays a weapon and the victim does not suffer obvious severe or aggravated bodily injury.	1-3 Days OSS	5 days OSS		

260	Bomb Threat	Indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.	1-3 Days OSS	5 days OSS	
651	Bullying		See HIB Policy		
540	Burglary	Unlawful entry or attempt to unlawfully enter a building or other structure with the intent to commit a felony or theft.	1-3 Days OSS	5 days OSS	
700	Computer Violation-Criminal	Using school computers to commit a criminal act such as hacking into servers, piracy, altering school data, etc.; purposely damaging school system computer resources.	1-3 Days OSS	5 days OSS	
652	Cyber Bullying	Willful harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, texting, social media, chat rooms, sexting, instant messaging, or video voyeurism.	See HIB Policy		
560	Disturbing School	Behavior from a person who is not a student (not enrolled in, or who is suspended or expelled from the school that the person interferes with, disrupts, or disturbs at the time the interference, disruption, or disturbance occurs) that willfully interferes with, disrupts, or disturbs the normal operations of a school.	1-3 Days OSS	5 days OSS	

570	Drug Distribution	It is unlawful for any person (1) to manufacture, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to manufacture, distribute, dispense, deliver, or purchase; or to possess with intent to manufacture, distribute, dispense, deliver, or purchase a controlled substance and (2) to create, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to create, distribute, dispense, deliver, or purchase; or to possess with intent to distribute, dispense, deliver, or purchase a counterfeit substance.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
580	Drug Possession	Possession of an illegal substance represented as drugs, and/or a mood-altering substance (prescription or non-prescription medication).	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
575	Drug Usage	The use of any chemical compound or material which is categorically not permitted on school grounds or at school related activities such as prescription or non-prescription medication; being under the influence of unauthorized legal or any illegal substances.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing

250	Gang Activity	Any group of individuals or organizations, whether formal or informal, which advocate or promote activities threatening the safety or well-being of persons or property on school grounds or disrupt the school environment which are harmful to the educational process. The existence of such a group of individuals associated may be established by evidence of a common name or common identifying signs, symbols, tattoos, graffiti, or attire or other distinguishing characteristics.	1-3 Days OSS	5 days OSS; Contract & Intervention	
640	Homicide	The killing of one human by another, not including manslaughter or attempted murder.	10 Days OSS		
650	Intimidation This code is to be used for incidents involving students only	To unlawfully place a student in reasonable fear of bodily harm through the use of menacing words or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack; Intimidating behaviors can be made in person, over the telephone, electronically, via social media networks, or in writing.	See HIB Policy See threat assessment information and proceed accordingly AND notification to law enforcement if appropriate		
660	Kidnap/Abduction	The unlawful seizure, transportation, and/or detention of a person against his or her will or of a minor without the consent of his or her custodial parent(s) or legal guardian. This category includes hostage taking.	1-3 Days OSS	5 days OSS	
700	Other Offenses-Criminal	Other acts of criminal conduct as set forth in State and Federal Law not covered in the existing list of codes; includes offense(s) committed off-campus that is deemed serious enough by the principal that the presence of the student is detrimental to the best interest of the school.	1-3 Days OSS	5 days OSS	

730	Robbery	The taking or attempting to take anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.	1-3 Days OSS	5 days OSS	
013	Sexual Harassment	Any unwelcome sexual advance, requests for sexual favors and other inappropriate verbal, written, electronic or physical conduct of a sexual nature that creates an intimidating, hostile or offensive environment.	1-3 Days OSS	5 days OSS	
610	Sexual Offense-Forced	Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent. This definition includes forcible rape, forcible sodomy, sexual assault with an object (to use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable	3 days OSS; Referral to Outside Agency	5 days OSS; Referral to Outside Agency	
690	Sexual Offense – Non-Forced	Unlawful, unforced sexual acts that are overtly sexual in nature, or other sexually inappropriate behavior (i.e. inappropriate touching of body parts without permission, gyrating, simulating a sexual act).	3 days OSS; Referral to Outside Agency	5 days OSS; Referral to Outside Agency	
025	Sexual Violation	Acts that are overtly sexual in nature including masturbation, most consensual intercourse and oral sex.	3 days OSS; Referral to Outside Agency	5 days OSS; Referral to Outside Agency	

027	Threat	<p>Act where there was no physical contact between the offender and victim but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon), and verbal threats of physical harm which are made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack with a weapon includes displaying, brandishing, or discharging a weapon, but with no actual physical contact of any person. A threat of physical attack using words that refer to a weapon would not be considered a threat with a weapon. A threat of physical attack without a weapon refers to a threat without any display, brandishment, or discharge of a weapon, and with no actual physical contact of any person.</p>	1 Day Character Coaching, Parent Contact, Counselor Referral	1 Day OSS & Contract	1-3 Days OSS
230	Tobacco/Vapes	<p>Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizers.</p>	1-3 Days OSS	5 days OSS	
230	Tobacco - Distribution	<p>Sell, dispense or distribution of any tobacco related product included but not limited to: cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, & vaporizers.</p>	1-3 Days OSS	5 days OSS	

789	Weapons - all coded as 789, then sub-code is added	Weapons: Firearms, handguns, rifles, shotguns or bombs (including look-alike); pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death shall not be allowed on any school district property (including vehicles) or at any school sponsored event. This shall also include, but not limited to, knives, Tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nun chucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing
780	Weapons - other	Pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, toy guns, splat guns such as Orbeez or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death. This also includes, but not limited to Tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nun chucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing
781	Weapons: Handguns	A handgun with or without ammunition.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing
786	Weapons: Knife Blade < 2"	A knife with a blade of less than 2 inches.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing
784	Weapons: Knife Blade > 2"	A knife with a blade of more than 2 inches and less than 2.5 inches.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing

785	Weapons: Knife Blade >2.5"	A knife with a blade of more than 2.5 inches in the possession of a special education student. This code should only be used if the knife is 2.5 inches or longer & the student is identified as a special education student.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing
782	Weapons: Rifles/Shotguns	A rifle or shotgun with or without ammunition.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing

Section 17: Elementary School Discipline Plan

Elementary School Discipline Plan | Teacher Managed

Behaviors which adversely affect a student's educational progress. Classroom/Teacher Managed infractions should be handled by the classroom teacher and are not processed through a formal referral for disciplinary actions from administration. However, these infractions are documented by the teacher. Cases of multiple or chronic offenses may require administrative/guidance action (assistance) and referral for interventions.

Code	Infraction	1 st & 2 nd Offense	3 or More Offenses
190	Cheating	Interventions	Administrative/guidance action (assistance) & referral for interventions
006	Dishonesty	Interventions	Administrative/guidance action (assistance) & referral for interventions
280	Dress Code	Interventions	Administrative/guidance action (assistance) & referral for interventions
400	Excessive Noise	Interventions	Administrative/guidance action (assistance) & referral for interventions
275	Failure to Complete Work	Interventions	Administrative/guidance action (assistance) & referral for interventions
410	Hall Pass Violation	Interventions	Administrative/guidance action (assistance) & referral for interventions
017	Inappropriate Behavior	Interventions	Administrative/guidance action (assistance) & referral for interventions
016	Inappropriate Language	Interventions	Administrative/guidance action (assistance) & referral for interventions
018	Inappropriate Materials	Interventions	Administrative/guidance action (assistance) & referral for interventions
024	Running	Interventions	Administrative/guidance action (assistance) & referral for interventions
028	Throwing Objects	Interventions	Administrative/guidance action (assistance) & referral for interventions
030	Violation of Class Rules	Interventions	Administrative/guidance action (assistance) & referral for interventions

Teacher Managed Infractions

Each school should establish MTSS/PBIS systems to provide a protocol for teachers to address classroom managed referrals.

Possible Interventions	Possible Actions
<ul style="list-style-type: none">• Behavior contract• Clarify expectations• Reteach expectations• Explicit instruction• Modify activity• Alternate assignment• Peer buddy• Peer tutor• Problem-solving sheet• Proximity control• Quiet correction• Positive reinforcement of appropriate behavior• Seat change• Teacher/student conference	<ul style="list-style-type: none">• Confiscate items• Detention• In-class exclusion• Verbal or written apology• Loss of privilege• Parent/teacher conference• Parent/teacher contact (phone, email, text, letter)• Temporary removal from class• Verbal warning• Written or verbal reflection• Written warning

Elementary School Discipline Plan | Level 1 | Behavioral Misconduct

Activities engaged in by student(s) which tend to impede orderly classroom procedures or instructional activities, orderly operation of the school, or the frequency or seriousness of which disturb the classroom or school. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school bus transportation vehicles, and during school-sponsored activities.

Code	Infraction	Definition	1st Offense	2nd Offense	3rd Offense	4th Offense
220	Computer Violation – Non-Criminal	Unauthorized or inappropriate use of computers or use of computer resources without permission; unauthorized modifications of school system computers that do not permanently damage the system resources	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching
004	Contraband	Related to the possession or viewing of items considered to be unsuitable for school or school related activities	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching
430	Contract Violation	Non-compliance with a written school agreement	Parent Conference	1 Day OSS	1-3 Days OSS	3-5 Days OSS
170	Cutting Activity	Failure to attend or complete an assigned school activity or event.	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching
160	Cutting Class	Failure to attend or complete scheduled class.	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching
005	Detention Violation	Failure to serve a period of time during recess, lunch, before or after the school day as a consequence for a behavior infraction.	1 Day Character Coaching	1 Day OSS	Behavior Contract	2 Days OSS
420	Disrespect	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching

007	Disrupting Class	Behavior that interferes with instruction, learning, and a safe and orderly environment which includes, but not limited to, chronic talking, throwing objects, horseplay, teasing, refusal to remain in seat, rude noises, selling items on campus, etc.	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching
390	Unauthorized Device	Failure to adhere to the authorized time of use outlined in the school's electronic device policy. This includes possession of an item at unauthorized times; including, but not limited to, laser pointer, camera, cell phone, tablets, drones, smart watches, etc.	Device confiscated by principal; Parent Conference	Device confiscated by principal; 1 Day Character Coaching & Contract	Behavior Contract	Device confiscated for the year; 2 Days Character Coaching
271	Failure to Comply w/ Disciplinary Action	The act of not completing a consequence assigned by a teacher or administrator as a result of an offense committed or multiple teacher managed offenses.	1-3 Day OSS & Contract	2-3 Days OSS	Behavior Contract	3-5 Days OSS
011	Forgery/ Counterfeit	Purposely signing another person's name or altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	3-5 Days OSS & Evidentiary Hearing
405	Horseplay	Rough play or pranks that disrupt the learning environment.	Parent Contact	Parent Contact; 1 Day CC	Parent Contact; 1-3 Days CC	Parent Contact; Behavior Contract; 1 Day OSS
015	Inappropriate Affection	Unsuitable or improper physical contact, action or gestures, display of public affection;	Parent Contact; 1 Day CC	Parent Contact; 1 Day OSS	Parent Contact; Behavior Contract; 1-3 Days OSS	Parent Contact; 3-5 Days OSS

320	Leaving Class	Departing from class without permission before the class period is complete.	Parent Conference	1 Day Character Coaching	1 Day OSS & Behavior Contract	3-5 Days OSS
240	Loitering	Wandering on school premises in an area that is off limits to students or when there is no particular reason to be there.	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching
290	Obscene Gesture	A movement or position of the hand, arm, body, head, or face that is expressive of an offensive idea, opinion, and emotion.	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching
200	Off Limits	To be present in an unauthorized location.	Parent Conference	1 Day Character Coaching	RECLASSIFIED as Level 2 w/1 day OSS	RECLASSIFIED as Level 2 w/1 day OSS
002	Other Minor (Stealing)	To steal or possess property without the permission of the owner under \$100	Parent Conference	1 Day Character Coaching	Behavior Contract	1 Day OSS
330	Phone Violation	Failure to adhere to the authorized time of use outlined in the school's electronic device policy in the classroom.	Parent contact pick up device	Parent contact pick up device; 1 Day OSS	Parent contact pick up device; behavior contract; 1-3 Days OSS	Parent contact pick up device; 3-5 Days OSS
023	Property Misuse	Purposely cause minor damage (less than \$500) or defacement of property belonging to the school or others.	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching
180	Tardy	Arriving late to school or class.	See Tardy Policy			
151	Truant	A student, ages 6 to 17 years old who has accumulated three consecutive days of unlawful absences or a total of five unlawful absences during the current school year	Reteach Expectations, School level truancy team intervention – See Truancy Flowchart. *Students who are coded truant in PowerSchool (code 151) must have a truancy intervention plan in place at the school level.			

Elementary School Discipline Plan | Level 2| Disruptive Conduct

Activities engaged in by student(s) which are directed against persons or property, and the consequences of which tend to endanger the health or safety of oneself or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities.

Code	Infraction		1st Offense	2nd Offense	3rd Offense	4th Offense	
001	Aiding Others	A person who assists in or supports the commission of an offense and who usually has knowledge before or after the fact. This includes, but is not limited to: inciting a fight, impeding school officials from reaching a fight, and recording a fight.	Parent Conference	1 Day Character Coaching	Behavior Contract	2 Days Character Coaching	
003	Bite/Pinch/Spit	To cut, wound, or tear with the teeth; to constrict or squeeze painfully; to eject saliva from the mouth.	1-3 Days OSS	3-5 Days OSS & Referral to outside agency	5 Days OSS & Contract	10 Days OSS & Evidentiary Hearing	
530	Bribery	Offering, giving, receiving, or soliciting of money or other items of value to sway the judgment or action of a person.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	10 Days OSS & Evidentiary Hearing	
340	Bus Misconduct	Failure to comply with the rules of the bus set forth by the district.	1 Day Bus Suspension	3 Days Bus Suspension & Behavior Contract	5 Days Bus Suspension	Loss of Bus Privileges for 45 days	
407	Confrontation/Altercation	An exchange of words between students resulting in conflict; a heated or angry dispute; a noisy argument or controversy.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	10 Days OSS & Evidentiary Hearing	
150	Cutting School	Failure to attend or complete a school day.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	10 Days OSS & Evidentiary Hearing	
009	Fighting (aggressor)	An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption.	3 Days OSS & Contract	3-5 Days OSS	5 Days OSS & Evidentiary Hearing		
009	Fighting (non-aggressor)	An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption.	The non-aggressor will receive the appropriate consequences set forth by administration and/or district.				
350	Fire Alarm	In the absence of an emergency, to activate or set off a fire signal indicating the presence of a fire emergency.	1 Day OSS	3 Days OSS & Contract	10 Days OSS & Evidentiary Hearing		

010	Fireworks	Possession and/or detonation of an explosive pyrotechnic device that makes a display of light or noise on school property but does not cause harm to others.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
620	Fraud	Deceiving another in order to damage him/her; usually, to obtain property or services from him or her unjustly.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
630	Gambling	Betting on a game of chance or an activity where money is exchanged.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
012	Harassment	A pattern of verbal, written or electronic contact that is initiated, maintained or repeated to cause a student to suffer mental or emotional distress.	HIB Policy	HIB Policy	HIB Policy	HIB Policy
014	Hit/Kick/Push (towards adult)	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.	3 Days OSS & Contract	5 Days OSS & Hearing		
014	Hit/Kick/Push (towards student/peer)	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
022	Inappropriate Physical Contact - Peer	Touching another person in an unsuitable or improper manner for the location, setting, or activity.	Parent Contact & 1 Day Character Coaching	Parent Contact & 2 Days Character Coaching	1 Day OSS	1-3 Days OSS
022	Inappropriate Physical Contact - Adult	Touching another person in an unsuitable or improper manner for the location, setting, or activity.	Parent Contact & 1 Day Character Coaching	Parent Contact & 2 Days Character Coaching	1 Day OSS	1-3 Days OSS
019	Indecent Exposure	The deliberate exposure in public of one's genitalia or private area(s) of one's body.	1 Day OSS *Mandatory Counseling	1-3 Days OSS *Mandatory Counseling	3 Days OSS & Contract *Mandatory Counseling	5 Days OSS & Evidentiary Hearing *Mandatory Counseling
310	Leaving School	Departing from campus without permission before the school day is complete.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing

020	Major Disruption	Behavior that interrupts the learning environment for a specific period of time in a confined area.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	10 Days OSS & Evidentiary Hearing
789	Misc. Weapons	Weapons such as: toy guns, toy cap guns, toy pellet guns, and bullets that do not inflict injury.	3 Days OSS	3-5 Days OSS & Contract	5 Days OSS & Evidentiary Hearing	
710	Pornography	Possession, manufacturing, or distribution of sexually explicit/obscene material.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
380	Probation Violation	A direct violation of a district probation contract administered through a hearing.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
210	Profanity (towards peer)	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another.	Parent Contact	1 Day Character Coaching	1 Day Character Coaching & Behavior Contract	1 Day OSS
210	Profanity (towards adult)	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another.	1 Day Character Coaching	1 Day OSS	3-5 Days OSS	
295	Sexting	Creating, possessing, or sharing nude, partially nude, or other sexually explicit or suggestive images, videos, or visual representations using non-digital means (e.g., printed materials) or electronic communication, including but not limited to texting, emailing, or posting on social media platforms. These acts are prohibited whether or not the subjects of the images, videos, or visual representations consent to their being created, possessed, or shared.	School Counselor/Parent Conference	1 Day OSS & Contract	3 Days OSS	3-5 Days OSS
270	Refusal to Obey/Defiant	Refusing to follow a request or a specific direction/instruction of an adult through disobedience, defiance, unruliness, or non-compliance.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
740	Stolen Property	Having in possession goods obtained by larceny, by stealing, by robbing, by theft; something unlawfully taken from its rightful owner (Less than \$2000 in damages).	1 Day OSS	1-3 Days OSS & Restitution	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing

670	Theft/Larceny	To steal or possess property without the permission of the owner (Greater than \$2000 in damages).	1 Day OSS	1-3 Days OSS & Restitution	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
028	Throwing Objects (harm to others)	To propel or cast in any way anything that is visible or tangible.	Parent Contact; 1 Day OSS	Parent Contact; 1-3 Days OSS	Parent Contact; behavior contract; 3 Days OSS	Parent Contact; 5 Days OSS; Evidentiary Hearing
230	Tobacco	Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizers.	1 Day OSS	1-3 Days OSS; Referral to outside agency	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
750	Trespassing	Being on school property or at a school sponsored event without permission, including while on suspension or after expulsion; entry of a structure without intent to commit a serious crime or theft.	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
029	Urination	Willfully urinating on school property or another student's property (shoes, floor, walls, bus, etc.).	1 Day OSS	1-3 Days OSS	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing
760	Vandalism	Willfully or maliciously destroying, damaging, or defacing real or personal property.	1 Day OSS	1-3 Days OSS & Restitution	3 Days OSS & Contract	5 Days OSS & Evidentiary Hearing

Elementary School Discipline Plan | Level 3| Criminal Conduct

Activities engaged in by student(s) which result in violence to oneself or another's person or property or which pose a direct and serious threat to the safety of oneself or others in the school. When school officials have a reasonable belief that students have engaged in such activities, then these activities usually require administrative actions which result in the immediate removal of the student from the school, the intervention of the School Resource Officer or other local law enforcement authorities, and/or action by the local school board. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities.

Code	Infraction		1st Offense	2nd Offense	3rd Offense	4th Offense
500	Arson Violation	To intentionally damage or attempt to damage any real or personal property by fire.	1-3 Days OSS; Referral to SRO & SIT Process	10 days OSS & Evidentiary Hearing		
510	Assault, Aggravated	An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This category includes attempted murder. A weapon can be a commonly known weapon, such as a gun or knife, or any other item, which, although not usually thought of as a weapon, becomes one when used in a manner that could cause severe bodily injury (e.g., baseball bat, metal chain, large stick). A "severe laceration" is one that should receive medical attention. A "loss of consciousness" must be the direct result of force inflicted on the victim by the offender.	1-3 Days OSS; Referral to SRO & SIT Process	10 days OSS & Evidentiary Hearing		

520	Assault, Simple	An unprovoked physical attack by one person upon another where the offender neither uses nor displays a weapon and the victim does not suffer obvious severe or aggravated bodily injury.	1-3 Days OSS; Referral to SRO & Evidentiary Hearing	10 days OSS & Expulsion Hearing
260	Bomb Threat	Indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.	1-3 Days OSS; Referral to SRO & Evidentiary Hearing	10 days OSS & Expulsion Hearing
651	Bullying	See page 11	HIB Policy; 3 days OSS, Notify SRO, Behavior Plan, Referral for Evidentiary Hearing	
540	Burglary	Unlawful entry or attempt to unlawfully enter a building or other structure with the intent to commit a felony or theft.	1-3 Days OSS; Referral to SRO & Evidentiary Hearing	10 days OSS & Expulsion Hearing
700	Other Offenses-Serious	Other acts of criminal conduct as set forth in State and Federal Law not covered in the existing list of codes; includes offense(s) committed off-campus that is deemed serious enough by the principal that the presence of the student is detrimental to the best interest of the school.	1-3 Days OSS; Referral to SRO & Evidentiary Hearing	10 days OSS & Expulsion Hearing
652	Cyber Bullying		See HIB Policy	
560	Disturbing School	Behavior from a person who is not a student (not enrolled in, or who is suspended or expelled from the school that the person interferes with, disrupts, or disturbs at the time the interference, disruption, or disturbance occurs) that willfully interferes with, disrupts, or disturbs the normal operations of a school.	1-3 Days OSS; Referral to SRO & Evidentiary Hearing	10 days OSS & Expulsion Hearing

570	Drug Distribution	It is unlawful for any person (1) to manufacture, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to manufacture, distribute, dispense, deliver, or purchase; or to possess with intent to manufacture, distribute, dispense, deliver, or purchase a controlled substance and (2) to create, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to create, distribute, dispense, deliver, or purchase; or to possess with intent to distribute, dispense, deliver, or purchase a counterfeit substance.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing
580	Drug Possession	Possession of an illegal substance represented as drugs, and/or a mood-altering substance (prescription or non-prescription medication).	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
575	Drug Usage	The use of any chemical compound or material which is categorically not permitted on school grounds or at school related activities such as prescription or non-prescription medication; being under the influence of unauthorized legal or any illegal substances.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing

250	Gang Activity	Any group of individuals or organizations, whether formal or informal, which advocate or promote activities threatening the safety or well-being of persons or property on school grounds or disrupt the school environment which are harmful to the educational process. The existence of such a group of individuals associated may be established by evidence of a common name or common identifying signs, symbols, tattoos, graffiti, or attire or other distinguishing characteristics.	1-3 Days OSS; Contract &	5 days OSS & Evidentiary Hearing
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			Intervention	
640	Homicide	The killing of one human by another, not including manslaughter or attempted murder.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
650	Intimidation	To unlawfully place a student in reasonable fear of bodily harm through the use of menacing words or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack; Intimidating behaviors can be made in person, over the telephone, electronically, via social media networks, or in writing.	See HIB Policy See threat assessment information and proceed accordingly AND notify SRO if appropriate	
660	Kidnap/ Abduction	The unlawful seizure, transportation, and/or detention of a person against his or her will or of a minor without the consent of his or her custodial parent(s) or legal guardian. This category includes hostage taking.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
730	Robbery	The taking or attempting to take anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm	1-3 Days OSS; Referral to SRO	10 days OSS & Evidentiary Hearing
013	Sexual Harassment	Any unwelcome sexual advance, requests for sexual favors and other inappropriate verbal, written, electronic or physical conduct of a sexual nature that creates an intimidating, hostile or offensive environment.	1-3 Days OSS; Referral to SRO	10 days OSS & Evidentiary Hearing

610	Sexual Offense- Forced	Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent. This definition includes forcible rape, forcible sodomy, sexual assault with an object (to use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity), and/or forcible fondling (child molesting).	10 Days OSS; Referral to SRO & Evidentiary Hearing	
690	Sexual Offense – Non- Forced	Unlawful, unforced sexual acts that are overtly sexual in nature, or other sexually inappropriate behavior (i.e. inappropriate touching of body parts without permission, gyrating, simulating a sexual act).	10 Days OSS; Referral to SRO & Evidentiary Hearing	10 days OSS; Referral to SRO & Evidentiary Hearing
025	Sexual Violation	Acts that are overtly sexual in nature including masturbation, most consensual intercourse and oral sex.	3-5 Days OSS	10 Days OSS & Evidentiary Hearing

027	Threat	Act where there was no physical contact between the offender and victim but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon), and verbal threats of physical harm which are made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack with a weapon includes displaying, brandishing, or discharging a weapon, but with no actual physical contact of any person. A threat of physical attack using words that refer to a weapon would not be considered a threat with a weapon. A threat of physical attack without a weapon refers to a threat without any display, brandishment, or discharge of a weapon, and with no actual physical contact of any person.	Reteach Expectations, Parent Contact, Referral to Counselor, Character Coaching	1 Day OSS	3 Days OSS and Behavior Contract
230	Tobacco - Distribution	Sell, dispense or distribution of any tobacco related product included but not limited to: cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, & vaporizers.	3-5 Days OSS; Referral to SRO	10 days OSS & Evidentiary	

789	Weapons - all coded as 789, then sub-code is added	<p>Weapons: Firearms, handguns, rifles, shotguns or bombs (including look-alike); pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death shall not be allowed on any school district property (including vehicles) or at any school sponsored event. This shall also include, but not limited to, knives, Tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nun chucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray.</p>	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
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780	Weapons - other	Pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, toy guns, splat guns such as Orbeez or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death. This also includes, but not limited to Tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nun chucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
781	Weapons: Handguns	A handgun with or without ammunition.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
786	Weapons: Knife Blade <	A knife with a blade of less than 2 inches.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
784	Weapons: Knife Blade > 2"	A knife with a blade of more than 2 inches and less than 2.5 inches.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
785	Weapons: Knife Blade >2.5"	A knife with a blade of more than 2.5 inches in the possession of a special education student. This code	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
782	Weapons: Rifles/ Shotguns	A rifle or shotgun with or without ammunition.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing

Section 18: Middle School Discipline Plan

Middle School Discipline Plan | Teacher Managed

Behaviors which adversely affect a student's educational progress. Classroom/Teacher Managed infractions should be handled by the classroom teacher and are not processed through a formal referral for disciplinary actions from administration. However, these infractions are documented by the teacher. Cases of multiple or chronic offenses may require administrative/guidance action (assistance) and referral for interventions.

Infraction	Definition
Cheating	Providing, receiving, or viewing answers to assignments, quizzes, or tests; accessing academic materials without permission (with or without the use of electronic devices)
Dishonesty	Failure to knowingly tell the truth; also includes obtaining petty objects without permission like food and school supplies (not technology)
Dress Code Violation	Noncompliance with the District and/or school dress code; after 2 nd documented offense becomes level 1
Excessive Noise	Any loud sound that is unnecessary or interferes with the learning environment or activity; senseless shouting or outcry
Failure to Complete Work	The act of not completing assigned written, oral, or physical work
Hall Pass Violation	To be in a hallway without written permission; to alter or change a hall pass from its original intent. Reclassify as level forgery/counterfeit if pass has been altered, forged or doctored.
Horseplay	Rough play or pranks that disrupt the learning environment. Reclassify as level 2 after 2 nd documented offense.
Inappropriate Affection	Unsuitable or improper physical contact, action or gestures, display of public affection; an extreme feeling or emotion towards another person
Inappropriate Behavior	Actions or gestures of conducting oneself in a disruptive or disrespectful manner to include tone, attitude, and body language that is negative or abrasive towards another student or adult – this also includes not following classroom rules and expectations
Inappropriate Language	Words that are not demeaning or not directed to another student or adult
Inappropriate Materials	Related to the possession or viewing of items considered to be unsuitable for school or school related activities
Littering	Purposely leaving trash to cause a nuisance or health concern
Running	Running in the classroom, hallway, cafeteria, or any other area inside the school (not including gym or PE)
Tardy	Arriving late to school or class (multiple tardies will result in Level 1 referral)
Violation of Class Rules	Intentional behavior that interferes with the standard operating procedures of the classroom and school environment wherever the class is located

Teacher Managed Infractions

Each school should establish MTSS/PBIS systems to provide a protocol for teachers to address classroom managed referrals.

Possible Interventions	Possible Actions
<ul style="list-style-type: none">• Behavior contract• Clarify expectations• Reteach expectations• Explicit instruction• Modify activity• Alternate assignment• Peer buddy• Peer tutor• Problem-solving sheet• Proximity control• Quiet correction• Positive reinforcement of appropriate behavior• Seat change• Teacher/student conference	<ul style="list-style-type: none">• Confiscate items• Detention• In-class exclusion• Verbal or written apology• Loss of privilege• Parent/teacher conference• Parent/teacher contact (phone, email, text, letter)• Temporary removal from class• Verbal warning• Written or verbal reflection• Written warning

Middle School Discipline Plan | Level 1 | Behavioral Misconduct

Activities engaged in by student(s) which tend to impede orderly classroom procedures or instructional activities, orderly operation of the school, or the frequency or seriousness of which disturb the classroom or school. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school bus transportation vehicles, and during school-sponsored activities.

Code	Infraction	Definition	1st Offense	2nd Offense	3rd Offense	4th Offense
001	Not Ready for Class	Not ready for class – missing pencil, paper, book, etc.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
004	Contraband	Related to the possession or viewing of items considered to be unsuitable for school or school related activities	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
170	Cutting Activity	Failure to attend or complete an assigned school activity or event.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
160	Cutting Class	Failure to attend or complete scheduled class.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
005	Detention Violation	Failure to attend or comply with discipline such as lunch detention or afterschool detention.	1-3 Days Character Coaching	1 Day OSS	3 Days OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
420	Disrespect	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.	1-3 Days Character Coaching	1 Day OSS	3 Days OSS w/Behavior or Contract	Level 2 w/ 1-3 Days OSS
240	Loitering	Wandering on school premises in an area that is off limits to students or when there is no particular reason to be there	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/Behavior Contract	Level 2 w/1-3 Days OSS
290	Obscene Gesture	A movement or position of the hand, arm, body, head, or face that is expressive of an offensive idea, opinion, and emotion	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/Behavior Contract	Level 2 w/1-3 Days OSS
200	Off Limits	Intentional presence or loitering in an area without a hall pass or without the permission of an adult. (minor)	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/Behavior Contract	Level 2 w/1-3 Days OSS

330	Phone Violation	Students may have possession of “silenced” cell phones and/or AV electronic devices. The use of these devices during instructional time without the permission of the principal, or in a disruptive manner in the school setting is prohibited. Green Zone for cell phones is outside at lunch time and Yellow Zone is the common area. Students are allowed one earbud in at a time. Texting or talking on a cell phone while walking through hallways and wearing two earbuds is a safety concern and therefore prohibited.	See electronic device policy			
023	Property Misuse	Purposely cause minor damage (less than \$500) or defacement of property belonging to the school or others.	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/Behavior Contract	Level 2 w/1-3 Days OSS
180	Tardy	Arriving late to school or class.	See Tardy Policy			
028	Throwing Objects	To propel or cast in any way anything that is visible or tangible.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
151	Truant	A student, ages 6 to 17 years old who has accumulated three consecutive days of unlawful absences or a total of five unlawful absences during the current school year.	Attendance Policy			
152	Truant-Habitual		Attendance Policy			
153	Truant-Chronic		Attendance Policy			
390	Unauthorized Device	Failure to adhere to the authorized time of use outlined in the school's electronic device policy. This includes possession of an item at unauthorized times; including, but not limited to, laser pointer, camera, cell phone, tablets, drones, smart watches, etc.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS

Middle School Discipline Plan | Level 2| Disruptive Conduct

Activities engaged in by student(s) which are directed against persons or property, and the consequences of which tend to endanger the health or safety of oneself or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities.

Code	Infraction		1st Offense	2nd Offense	3rd Offense	4th Offense
001	Aiding Others	A person who assists in or supports the commission of an offense and who usually has knowledge before or after the fact. This includes, but is not limited to: inciting a fight, impeding school officials from reaching a fight, and recording a fight.	1 Day Character Coaching	1 Day OSS	3 Days OSS w/ Behavior Contract	3-5 Days OSS
003	Bite/Pinch/Spit	To cut, wound, or tear with the teeth; to constrict or squeeze painfully; to eject saliva from the mouth.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	10 Days OSS & Evidentiary Hearing
340	Bus Misconduct	Failure to comply with the rules of the bus set forth by the district.	1-3 Days Bus Suspension	3 Days Bus Suspension	3-5 Days Bus Suspension	Loss of Bus Privileges for 45 days

220	Computer Violation – Non Criminal	Issues involving the district provided laptop occurring in the classroom. This includes: Laptop not charged, failure to bring laptop, carelessness, irresponsible use, off task, sharing work without permission, not following classroom rules, etc. *Using laptop during unauthorized times or locations *Unauthorized use of internet or playing games *Giving out personal information *Other misuse as determined by administration *Disruptive emails/messaging from student to student; conversations as opposed to work related to school.	1 Day Character Coaching	1 Day OSS	3 Days OSS	10 Days OSS w/Evidentiary Hearing
407	Confrontation/ Altercation	An exchange of words between students resulting in conflict; a heated or angry dispute; a noisy argument or controversy.	1 Day Character Coaching	1 Day OSS	3 Days OSS	10 Days OSS & Evidentiary Hearing
150	Cutting School	Failure to attend or complete a school day.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	10 Days OSS & Evidentiary Hearing
420	Disrespect	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.	1-3 Days OSS	3 Days OSS	5 Days OSS	10 Days OSS & Evidentiary Hearing

271	Failure to Comply w/ Disc. Action	The act of not completing a consequence or sanction assigned by a teacher or administrator as a result of an offense committed or multiple teacher managed offenses.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Contract	Level 3 w/ 1-3 Days OSS
009	Fighting (aggressor)	An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption.	10 Days Out of School Suspension and Evidentiary Hearing			
009	Fighting (non-aggressor)		The non-aggressor will receive the appropriate consequences set forth by administration and/or district.			
620	Fraud	Deceiving another in order to damage him/her; usually, to obtain property or services from him or her unjustly.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	10 Days OSS & Evidentiary Hearing
630	Gambling	Betting on a game of chance or an activity where money is exchanged.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	10 Days OSS & Evidentiary Hearing
012	Harassment	A pattern of verbal, written or electronic contact that is initiated, maintained or repeated to cause a student to suffer mental or emotional distress.	HIB Policy	HIB Policy	HIB Policy	HIB Policy

014	Hit/Kick/Push (towards student)	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.	1 Day OSS	3 Days OSS	5 Days OSS w/ Behavior Contract	10 Days OSS & Evidentiary Hearing
014	Hit/Kick/Push (towards adult)	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.	3 Days OSS	5 Days OSS & Evidentiary Hearing		
022	Inappropriate Physical Contact - Peer	Touching another person in an unsuitable or improper manner for the location, setting, or activity.	3 Days Character Coaching	1-3 Days ISS	10 Days OSS w/ Evidentiary Hearing	Reclassify as level 3
022	Inappropriate Physical Contact - Adult	Touching another person in an unsuitable or improper manner for the location, setting, or activity.	3 Days Character Coaching	1-3 Days ISS	10 Days OSS w/ Evidentiary Hearing	Reclassify as level 3
320	Leaving Class	Departing from class without permission before the class period is complete.	1 Day OSS	1-2 Days OSS	1-3 Days OSS w/Behavior Contract	5 Days OSS
310	Leaving School	Departing from campus without permission before the school day is complete.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	10 Days OSS & Evidentiary Hearing
020	Major Disruption	Behavior that interrupts the learning environment for a specific period of time in a confined area.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	10 Days OSS & Evidentiary Hearing
019	Indecent Exposure	The deliberate exposure in public of one's genitalia or private area(s) of one's body.	1-3 Days OSS Mandatory Counseling	3-5 Days OSS	10 Days Evidentiary Hearing	Reclassify as Level 3

						Hearing
380	Probation Violation	A direct violation of a district probation contract administered through a hearing.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	10 Days OSS & Evidentiary Hearing
210	Profanity (towards peer)	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another.	1 Day Character Coaching	1-3 Days OSS	3 Days OSS	3-5 Days OSS
210	Profanity (towards adult)	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another.	1-3 Days OSS	3 Days OSS	5 Days OSS	10 Days OSS & Evidentiary Hearing
270	Refusal to Obey/Defiant	Refusing to follow a request or a specific direction/instruction of an adult through disobedience, defiance, unruliness, or non-compliance.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	10 Days OSS & Evidentiary Hearing
028	Throwing Objects (harm done)	To propel or cast in any way anything that is visible or tangible.	1 Day OSS w/parent contact	1-3 Days OSS w/parent contact	3 Days OSS w/parent contact and Behavior Contract	3-5 Days OSS w/parent contact and Evidentiary Hearing
230	Tobacco (vaping)	Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizers.	2 Days OSS & Parent Conference	4 Days OSS & Parent Conference	6 Days OSS, Parent Conference & Mandatory Drug Counseling	10 Days OSS & Evidentiary Hearing

029	Urination	Willfully urinating on school property or another student's property (shoes, floor, walls, bus, etc.).	3 Days OSS	5 Days OSS	5 Days OSS w/Evidentiary Hearing	Reclassify as level 3
011	Forgery/Counterfeit	Purposely signing another person's name or altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.	2 Days OSS	3 Days OSS	5 Days OSS	10 Days OSS & Evidentiary Hearing
789	Miscellaneous Weapon		10 Days OSS; Notify SRO & Evidentiary Hearing			

Middle School Discipline Plan | Level 3| Criminal Conduct

Activities engaged in by student(s) which result in violence to oneself or another's person or property or which pose a direct and serious threat to the safety of oneself or others in the school. When school officials have a reasonable belief that students have engaged in such activities, then these activities usually require administrative actions which result in the immediate removal of the student from the school, the intervention of the School Resource Officer or other local law enforcement authorities, and/or action by the local school board. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities.

Code	Infraction		1st Offense	2nd Offense
680	Alcohol/Liquor Law	Violation of laws prohibiting sale, purchase, barter, transportation, possession, distribution, consumption, or being under the influence of alcoholic beverages.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
500	Arson Violation	To intentionally damage or attempt to damage any real or personal property by fire	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
510	Assault, Aggravated	An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This category includes attempted murder. A weapon can be a commonly known weapon, such as a gun or knife, or any other item, which, although not usually thought of as a weapon, becomes one when used in a manner that could cause severe bodily injury (e.g., baseball bat, metal chain, large stick). A "severe laceration" is one that should receive medical attention. A "loss of consciousness" must be the direct result of force inflicted on the victim by the offender.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing

520	Assault, Simple	An unprovoked physical attack by one person upon another where the offender neither uses nor displays a weapon and the victim does not suffer obvious severe or aggravated bodily injury.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
260	Bomb Threat	Indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
530	Bribery	Offering, giving, receiving, or soliciting of money or other items of value to sway the judgment or action of a person.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
651	Bullying		HIB Policy; 3-5 days OSS, Notify SRO, Behavior Plan, Referral for Evidentiary Hearing	
540	Burglary	Unlawful entry or attempt to unlawfully enter a building or other structure with the intent to commit a felony or theft.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
700	Other Offenses-Criminal	Other acts of criminal conduct as set forth in State and Federal Law not covered in the existing list of codes; includes offense(s) committed off-campus that is deemed serious enough by the principal that the presence of the student is detrimental to the best interest of the school.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
652	Cyber Bullying	Willful harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, texting, social media, chat rooms, sexting, instant messaging, or video voyeurism.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
560	Disturbing School	Behavior from a person who is not a student (not enrolled in, or who is suspended or expelled from the school that the person interferes with, disrupts, or disturbs at the time the interference, disruption, or disturbance occurs) that willfully interferes with, disrupts, or disturbs the normal operations of a school.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing

570	Drug Distribution	It is unlawful for any person (1) to manufacture, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to manufacture, distribute, dispense, deliver, or purchase; or to possess with intent to manufacture, distribute, dispense, deliver, or purchase a controlled substance and (2) to create, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to create, distribute, dispense, deliver, or purchase; or to possess with intent to distribute, dispense, deliver, or purchase a counterfeit substance.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing	
580	Drug Possession	Possession of an illegal substance represented as drugs, and/or a mood-altering substance (prescription or non-prescription medication).	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing	
575	Drug Usage	The use of any chemical compound or material which is categorically not permitted on school grounds or at school related activities such as prescription or non-prescription medication; being under the influence of unauthorized legal or any illegal substances.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing	
590	Embezzlement	The unlawful misappropriation by the offender of money, property, or some other thing of value for personal use while entrusted to his/her care, custody, or control.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
600	Extortion	To unlawfully obtain money, property, or any other thing of value without that person's consent through the use or threat of force, misuse of authority, threat of destruction of reputation or social standing, or through other coercive means.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
350	Fire Alarm	Intentionally setting off the fire alarm, attempting to pull the fire alarm, or vandalizing, stealing or triggering fire extinguishers.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
010	Fireworks	Setting off firecrackers, smoke bombs, chemical devices, or similar activities are strictly prohibited.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing

250	Gang Activity	Any group of individuals or organizations, whether formal or informal, which advocate or promote activities threatening the safety or well-being of persons or property on school grounds or disrupt the school environment which are harmful to the educational process.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
640	Homicide	Homicide is the killing of one human being by another.	10 Days OSS; Notify SRO & Expulsion Hearing	
019	Indecent Exposure	Intentionally exposing private parts in person or electronically. (While at school or on a district device) A report may be made to law enforcement authorities.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
650	Intimidation	Extortion, bribery, threatening physical harm for personal gain. Acting aggressively (physically or verbally) toward a person. Threatening a student, teacher, school principal, or other public official is a crime in South Carolina and may result in criminal prosecution. A report will be made to law enforcement authorities.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
660	Kidnap/ Abduction	Kidnapping/abduction is the unlawful seizure, transportation, and/or detention of a person against his or her will or of a minor without the consent of his or her custodial parent(s) or legal guardian. This category includes hostage taking. A report will be made to law enforcement authorities.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	

789	Miscellaneous Weapon	Weapons such as: toy guns, toy cap guns, toy pellet guns, and bullets that do not inflict injury.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	
710	Pornography	Possession, manufacturing, or distribution of sexually explicit/obscene material.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
720	Prostitution	To engage in or promote sexual activities for profit	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
730	Robbery	The taking or attempting to take anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
295	Sexting	Creating, possessing, or sharing nude, partially nude, or other sexually explicit or suggestive images, videos, or visual representations using non-digital means (e.g., printed materials) or electronic communication, including but not limited to texting, emailing, or posting on social media platforms. These acts are prohibited whether or not the subjects of the images, videos, or visual representations consent to their being created, possessed, or shared.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
013	Sexual Harassment	Any unwelcome sexual advance, requests for sexual favors and other inappropriate verbal, written, electronic or physical conduct of a sexual nature that creates an intimidating, hostile or offensive environment.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing

610	Sexual Offense- Forced	Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent. This definition includes forcible rape, forcible sodomy, sexual assault with an object (to use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity), and/or forcible fondling (child molesting).	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	
690	Sexual Offense – Non- Forced	Unlawful, unforced sexual acts that are overtly sexual in nature, or other sexually inappropriate behavior (i.e. inappropriate touching of body parts without permission, gyrating, simulating a sexual act).	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
025	Sexual Violation	Acts that are overtly sexual in nature including masturbation, most consensual intercourse and oral sex.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
740	Stolen Property	Having in possession goods obtained by larceny, by stealing, by robbing, by theft; something unlawfully taken from its rightful owner (Less than \$2000 in damages).	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
670	Theft/Larceny	To steal or possess property without the permission of the owner (Greater than \$2000 in damages).	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing

027	Threat	Act where there was no physical contact between the offender and victim but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon), and verbal threats of physical harm which are made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack with a weapon includes displaying, brandishing, or discharging a weapon, but with no actual physical contact of any person. A threat of physical attack using words that refer to a weapon would not be considered a threat with a weapon. A threat of physical attack without a weapon refers to a threat without any display, brandishment, or discharge of a weapon, and with no actual physical contact of any person.	Reteach Expectations, Character Coaching 3-5 days or OSS 1-3 days, Referral to School Counselor, Notify SRO *See Threat Assessment Information and Proceed Accordingly	10 days OSS, Expulsion Hearing, Notify SRO, *See Threat Assessment Information and Proceed Accordingly
230	Tobacco	Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizers.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
750	Trespassing	Being on school property or at a school sponsored event without permission, including while on suspension or after expulsion; entry of a structure without intent to commit a serious crime or theft.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
760	Vandalism	Willfully or maliciously destroying, damaging, or defacing real or personal property.	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing
770	Vehicle Theft		10 Days OSS; Notify SRO & Referral for Evidentiary Hearing	10 Days OSS; Notify SRO & Referral for Evidentiary Hearing

780	Weapons - other	Possessing a weapon such as a knife, blackjack, brass knuckles, ice pick, razor, box cutter, taser, bottle, mace/pepper spray, or any object which can be used or represented to be a weapon with the intent to threaten, intimidate, or harm others. A report may be made to law enforcement. Any blade 2.5 in. or longer will be reported to law enforcement.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
781	Weapons: Handguns		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
786	Weapons: Knife Blade		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
784	Weapons: Knife Blade > 2"		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
785	Weapons: Knife Blade >2.5"		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing
782	Weapons: Rifles/ Shotguns		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing

Section 19: High School Discipline Plan

High School Discipline Plan | Teacher Managed

Behaviors which adversely affect a student's educational progress. Classroom/Teacher Managed infractions should be handled by the classroom teacher and are not processed through a formal referral for disciplinary actions from administration. However, these infractions are documented by the teacher. Cases of multiple or chronic offenses may require administrative/guidance action (assistance) and referral for interventions.

Infraction	Definition
Cheating	Providing, receiving, or viewing answers to assignments, quizzes, or tests; accessing academic materials without permission (with or without the use of electronic devices)
Dishonesty	Failure to knowingly tell the truth; also includes obtaining petty objects without permission like food and school supplies (not technology)
Dress Code	Noncompliance with the District and/or school dress code
Excessive Noise	Any loud sound that is unnecessary or interferes with the learning environment or activity; senseless shouting or outcry
Failure to Complete Work	The act of not completing assigned written, oral, or physical work
Inappropriate Affection	Unsuitable or improper physical contact, action or gestures, display of public affection; an extreme feeling or emotion towards another person
Inappropriate Behavior	Actions or gestures of conducting oneself in a disruptive or disrespectful manner to include tone, attitude, and body language that is negative or abrasive towards another student or adult – this also includes not following classroom rules and expectations
Inappropriate Materials	Related to the possession or viewing of items considered to be unsuitable for school or school related activities
Littering	Purposely leaving trash to cause a nuisance or health concern
Running	Running in the classroom, hallway, cafeteria, or any other area inside the school (not including gym or PE)
Throwing Objects (no harm done)	To propel or cast in any way anything that is visible or tangible
Violation of Class Rules	Intentional behavior that interferes with the standard operating procedures of the classroom and school environment wherever the class is located

Teacher Managed Infractions

Each school should establish MTSS/PBIS systems to provide a protocol for teachers to address classroom managed referrals.

Possible Interventions	Possible Actions
<ul style="list-style-type: none">• Behavior contract• Clarify expectations• Reteach expectations• Explicit instruction• Modify activity• Alternate assignment• Peer buddy• Peer tutor• Problem-solving sheet• Proximity control• Quiet correction• Positive reinforcement of appropriate behavior• Seat change• Teacher/student conference	<ul style="list-style-type: none">• Confiscate items• Detention• In-class exclusion• Verbal or written apology• Loss of privilege• Parent/teacher conference• Parent/teacher contact (phone, email, text, letter)• Temporary removal from class• Verbal warning• Written or verbal reflection• Written warning

High School Discipline Plan | Level 1 | Behavioral Misconduct

Activities engaged in by student(s) which tend to impede orderly classroom procedures or instructional activities, orderly operation of the school, or the frequency or seriousness of which disturb the classroom or school. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school bus transportation vehicles, and during school-sponsored activities.

Code	Infraction		1st Offense	2nd Offense	3rd Offense	4th Offense
004	Contraband	Related to the possession or viewing of items considered to be unsuitable for school or school related activities	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
170	Cutting Activity	Failure to attend or complete an assigned school activity or event.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
160	Cutting Class	Failure to attend or complete scheduled class.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
005	Detention Violation	Failure to serve a period of time during recess, lunch, before or after the school day as a consequence for a behavior infraction.	1-3 Days Character Coaching	1 Day OSS	3 Days OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
420	Disrespect (students)	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.	1-3 Days Character Coaching	1 Day OSS	3 Days OSS w/Behavior Contract	Level 2 w/ 1-3 Days OSS
420	Disrespect (adults)	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.	1-3 Days Character Coaching	1 Day OSS	3 Days OSS w/Behavior Contract	Level 2 w/ 1-3 Days OSS
305	Driving Violation	Failure to abide by SC driving laws or failure to comply with driving rules set forth by the school	10 Days Loss of Driving Privilege	20 Days Loss of Driving Privilege	Loss of Driving Privileges for Remainder of Year	
280	Dress Code Violation	Noncompliance with the District and/or school dress code.	3 Days Character Coaching	5 Days Character Coaching	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS
011	Forgery/ Counterfeit	Purposely signing another person's name or altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.	2 Days OSS	3 Days OSS	5 Days OSS	5 Days OSS & Evidentiary Hearing
410	Hall Pass Violation	To be in a hallway without written permission; to alter or change a hall pass from its original intent.	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
405	Horseplay	Rough play or pranks that disrupt the learning environment.	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS

016	Inappropriate Language (words that are demeaning and/or obscene directed to another student or adult)	Inappropriate words that are demeaning and or directed to another student or adult. (Non-threatening).	1 Day Character Coaching	1 Day OSS	1-3 Days OSS	3-5 Days OSS
320	Leaving Class	Departing from class without permission before the class period is complete.	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS
240	Loitering	Wandering on school premises in an area that is off limits to students or when there is no particular reason to be there.	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS
290	Obscene Gesture	A movement or position of the hand, arm, body, head, or face that is expressive of an offensive idea, opinion, and emotion.	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS
200	Off Limits	To be present in an unauthorized location.	1 Day Character	3 Days Character	1 Day OSS w/	Level 2 w/ 1-3 Days OSS
330	Phone Violation	Failure to adhere to the authorized time of use outlined in the school's electronic device policy in the classroom.	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS
023	Property Misuse	Purposely cause minor damage (less than \$500) or defacement of property belonging to the school or others.	1 Day Character Coaching	3 Days Character Coaching	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS
180	Tardy	Arriving late to school or class.	Tardy Policy			
028	Throwing Objects	To propel or cast in any way anything that is visible or tangible.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Behavior Contract	Level 2 w/ 1-3 Days OSS
151	Truant	A student, ages 6 to 17 years old who has accumulated three consecutive days of unlawful absences or a total of five unlawful absences during the current school year.	Attendance Policy			
152	Truant-Habitual		Attendance Policy			
153	Truant-Chronic		Attendance Policy			
390	Unauthorized Device	1 Day Character Coaching	1-3 Days Characte	1 Day OSS w/ Contract	Level 2 w/ 1-3 Days OSS	

High School Discipline Plan | Level 2 | Disruptive Conduct

Activities engaged in by student(s) which are directed against persons or property, and the consequences of which tend to endanger the health or safety of oneself or others in the school. Some instances of disruptive conduct may overlap certain criminal offenses, justifying both administrative sanctions and court proceedings. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities.

Code	Infraction		1st Offense	2nd Offense	3rd Offense	4th Offense
001	Aiding Others	A person who assists in or supports the commission of an offense and who usually has knowledge before or after the fact. This includes, but is not limited to: inciting a fight, impeding school officials from reaching a fight, and recording a fight.	1 Day Character Coaching	1 Day OSS	3 Days OSS w/ Behavior Contract	Level III
003	Bite/Pinch/Spit	To cut, wound, or tear with the teeth; to constrict or squeeze painfully; to eject saliva from the mouth.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
340	Bus Misconduct	Failure to comply with the rules of the bus set forth by the district.	1-3 Days Bus Suspension	3 Days Bus Suspension	3-5 Days Bus Suspension	Level III
220	Computer Violation – Non Criminal	Unauthorized or inappropriate use of computers or use of computer resources without permission; unauthorized modifications of school system computers that do not permanently damage the system resources (i.e. unauthorized websites, bypassing filters).	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
407	Confrontation/Altercation	An exchange of words between students resulting in conflict; a heated or angry dispute; a noisy argument or controversy.	1 Day Character Coaching	2 Days Character Coaching	3-5 Days OSS	Level III
150	Cutting School	Failure to attend or complete a school day.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III

420	Disrespect (adults)	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.	1-3 Days Character Coaching/admin intervention	1 Day OSS	3-5 Days OSS	Level III
271	Failure to Comply w/ Disc. Action	The act of not completing a consequence or sanction assigned by a teacher or administrator as a result of an offense committed or multiple teacher managed offenses.	1 Day Character Coaching	1-3 Days Character Coaching	1 Day OSS w/ Contract	Level III
009	Fighting (aggressor)	An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption.	10 Days Out of School Suspension and Evidentiary Hearing			
009	Fighting (non-aggressor)	An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption.	The non-aggressor will receive the appropriate consequences set forth by administration and/or district.			
620	Fraud	Deceiving another in order to damage him/her; usually, to obtain property or services from him or her unjustly.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
630	Gambling	The act of risking money or other possessions for possible gain, or to bet on an uncertain outcome.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
012	Harassment	Repeated or deliberate unwelcome sexual comments, advances, touching, and/or sexually motivated physical contact.	HIB Policy	HIB Policy	HIB Policy	Level III
014	Hit/Kick/Push	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
022	Inappropriate Physical Contact - Peer	Touching another person in an unsuitable or improper manner for the location, setting, or activity.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
022	Inappropriate Physical Contact - Adult	Touching another person in an unsuitable or improper manner for the location, setting, or activity.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
310	Leaving School	Departing from campus without permission before the school day is complete.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
020	Major Disruption	Behavior that interrupts the learning environment for a specific period of time in a confined area.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
380	Probation Violation	A direct violation of a district probation contract administered through a hearing.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III

210	Profanity (towards peer)	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another.	1 Day Character Coaching	1-3 Days OSS	3 Days OSS	Level III
210	Profanity (towards adult)	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another.	1 Day OSS	3 Days OSS	5 Days OSS	Level III
270	Refusal to Obey/Defiant	Refusing to follow a request or a specific direction/instruction of an adult through disobedience, defiance, unruliness, or non-compliance.	2 Days OSS	3 Days OSS	5 Days OSS	Level III
295	Sexting	Creating, possessing, or sharing nude, partially nude, or other sexually explicit or suggestive images, videos, or visual representations using non-digital means (e.g., printed materials) or electronic communication, including but not limited to texting, emailing, or posting on social media platforms. These acts are prohibited whether or not the subjects of the images, videos, or visual representations consent to their being created, possessed, or shared.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
028	Throwing Objects (harm done)	To propel or cast in any way anything that is visible or tangible.	1 Day OSS w/parent contact	1-3 Days OSS w/parent contact	3 Days OSS w/parent contact and Behavior Contract	Level III
230	Tobacco/Vape	Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizers.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III

750	Trespassing	Being on school property or at a school sponsored event without permission, including while on suspension or after expulsion; entry of a structure without intent to commit a serious crime or theft.	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
029	Urination	Willfully urinating on school property or another student's property (shoes, floor, walls, bus, etc.).	1-3 Days OSS	3 Days OSS	3-5 Days OSS	Level III
	Indecent Exposure	The deliberate exposure in public of one's genitalia or private area(s) of one's body.	1-3 Days OSS	3-5 Days OSS	3-5 Days OSS	Level III

High School Discipline Plan | Level 3| Criminal Conduct

Activities engaged in by student(s) which result in violence to oneself or another's person or property or which pose a direct and serious threat to the safety of oneself or others in the school. When school officials have a reasonable belief that students have engaged in such activities, then these activities usually require administrative actions which result in the immediate removal of the student from the school, the intervention of the School Resource Officer or other local law enforcement authorities, and/or action by the local school board. The provisions of this regulation apply not only to within-school activities, but also to student conduct on school transportation vehicles, and during other school-sponsored activities.

Code	Infraction		1st Offense	2nd Offense
680	Alcohol/Liquor Law	Violation of laws prohibiting sale, purchase, barter, transportation, possession, distribution, consumption, or being under the influence of alcoholic beverages.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
500	Arson Violation	To intentionally damage or attempt to damage any real or personal property by fire.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
510	Assault, Aggravated	An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This category includes attempted murder. A weapon can be a commonly known weapon, such as a gun or knife, or any other item, which, although not usually thought of as a weapon, becomes one when used in a manner that could cause severe bodily injury (e.g., baseball bat, metal chain, large stick). A "severe laceration" is one that should receive medical attention. A "loss of consciousness" must be the direct result of force inflicted on the victim by the offender.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
520	Assault, Simple	An unprovoked physical attack by one person upon another where the offender neither uses nor displays a weapon and the victim does not suffer obvious severe or aggravated bodily injury.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
260	Bomb Threat	Indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
530	Bribery	Offering, giving, receiving, or soliciting of money or other items of value to sway the judgment or action of a person.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
651	Bullying		HIB Policy; 3-5 days OSS, Notify SRO, Behavior Plan, Referral for Evidentiary Hearing	

540	Burglary	Unlawful entry or attempt to unlawfully enter a building or other structure with the intent to commit a felony or theft.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
700	Other Offenses-Criminal	Other acts of criminal conduct as set forth in State and Federal Law not covered in the existing list of codes; includes offense(s) committed off-campus that is deemed serious enough by the principal that the presence of the student is detrimental to the best interest of the school.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
652	Cyber Bullying	Willful harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, texting, social media, chat rooms, sexting, instant messaging, or video voyeurism	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
560	Disturbing School	Behavior from a person who is not a student (not enrolled in, or who is suspended or expelled from the school that the person interferes with, disrupts, or disturbs at the time the interference, disruption, or disturbance occurs) that willfully interferes with, disrupts, or disturbs the normal operations of a school.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
570	Drug Distribution	It is unlawful for any person (1) to manufacture, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to manufacture, distribute, dispense, deliver, or purchase; or to possess with intent to manufacture, distribute, dispense, deliver, or purchase a controlled substance and (2) to create, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to create, distribute, dispense, deliver, or purchase; or to possess with intent to distribute, dispense, deliver, or purchase a counterfeit substance.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
580	Drug Possession	Possession of an illegal substance represented as drugs, and/or a mood-altering substance (prescription or non-prescription medication).	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
575	Drug Usage	The use of any chemical compound or material which is categorically not permitted on school grounds or at school related activities such as prescription or non-prescription medication; being under the influence of unauthorized legal or any illegal substances.	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Expulsion Hearing	

590	Embezzlement	The unlawful misappropriation by the offender of money, property, or some other thing of value for personal use while entrusted to his/her care, custody, or control.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
600	Extortion	To unlawfully obtain money, property, or any other thing of value without that person's consent through the use or threat of force, misuse of authority, threat of destruction of reputation or social standing, or through other coercive means.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
350	Fire Alarm	In the absence of an emergency, to activate or set off a fire signal indicating the presence of a fire emergency.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
010	Fireworks	Possession and/or detonation of an explosive pyrotechnic device that makes a display of light or noise on school property but does not cause harm to others.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
250	Gang Activity	Any group of individuals or organizations, whether formal or informal, which advocate or promote activities threatening the safety or well-being of persons or property on school grounds or disrupt the school environment which are harmful to the educational process. The existence of such a group of individuals associated may be established by evidence of a common name or common identifying signs, symbols, tattoos, graffiti, or attire or other distinguishing characteristics.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
640	Homicide	The killing of one human by another, not including manslaughter or attempted murder.	10 Days OSS; Notify SRO & Evidentiary Hearing	
019	Indecent Exposure	The deliberate exposure in public of one's genitalia or private area(s) of one's body.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
650	Intimidation	To unlawfully place a student in reasonable fear of bodily harm through the use of menacing words or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack; Intimidating behaviors can be made in person, over the telephone, electronically, via social media networks, or in writing.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing

660	Kidnap/ Abduction	The unlawful seizure, transportation, and/or detention of a person against his or her will or of a minor without the consent of his or her custodial parent(s) or legal guardian. This category includes	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
710	Pornography	Possession, manufacturing, or distribution of sexually explicit/obscene material.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
720	Prostitution	To engage in or promote sexual activities for profit	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
730	Robbery	The taking or attempting to take anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
013	Sexual Harassment	Any unwelcome sexual advance, requests for sexual favors and other inappropriate verbal, written, electronic or physical conduct of a sexual nature that creates an intimidating, hostile or offensive environment.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing

610	Sexual Offense- Forced	Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent. This definition includes forcible rape, forcible sodomy, sexual assault with an object (to use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity), and/or forcible fondling (child molesting).	10 Days OSS; Notify SRO & Evidentiary Hearing	
690	Sexual Offense – Non- Forced	Unlawful, unforced sexual acts that are overtly sexual in nature, or other sexually inappropriate behavior (i.e. inappropriate touching of body parts without permission, gyrating, simulating a sexual act).	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
025	Sexual Violation	Acts that are overtly sexual in nature including masturbation, most consensual intercourse and oral sex.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing

740	Stolen Property	Having in possession goods obtained by larceny, by stealing, by robbing, by theft; something unlawfully taken from its rightful owner (Less than \$2000 in damages).	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
760	Vandalism (0-\$199)	Willfully or maliciously destroying, damaging, or defacing real or personal property.	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
670	Theft/Larceny (0 - \$199)	To steal or possess property without the permission of the owner (Greater than \$2000 in damages).	5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
027	Threat	Act where there was no physical contact between the offender and victim but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon), and verbal threats of physical harm which are made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack with a weapon includes displaying, brandishing, or discharging a weapon, but with no actual physical contact of any person. A threat of physical attack using words that refer to a weapon would not be considered a threat with a weapon. A threat of physical attack without a weapon refers to a threat without any display, brandishment, or discharge of a	Reteach Expectations, Character Coaching 3-5 days or OSS 1-3 days, Referral to School Counselor, Notify SRO *See Threat Assessment Information and Proceed Accordingly	10 days OSS, Expulsion Hearing, Notify SRO, *See Threat Assessment Information and Proceed Accordingly

770	Vehicle Theft		5 Days OSS; Notify SRO & Referral for SIT Process	10 Days OSS; Notify SRO & Evidentiary Hearing
780	Weapons - other	Possessing a weapon such as a knife,	10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
781	Weapons: Handguns		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
786	Weapons: Knife Blade		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
784	Weapons: Knife Blade		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
785	Weapons: Knife Blade		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	
782	Weapons: Rifles/ Shotguns		10 Days OSS; Notify SRO, Parent/Guardian and immediate release to parent/guardian & Evidentiary Hearing	

Section 20: Glossary

Glossary

Offense	Description
Aiding Others	A person who assists in or supports the commission of an offense and who usually has knowledge before or after the fact. This includes, but is not limited to: inciting a fight, impeding school officials from reaching a fight, and recording a fight.
Alcohol/Liquor Law	Violation of laws prohibiting sale, purchase, barter, transportation, possession, distribution, consumption, or being under the influence of alcoholic beverages.
Arson Violation	To intentionally damage or attempt to damage any real or personal property by fire.
Assault, Aggravated	An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. This category includes attempted murder. A weapon can be a commonly known weapon, such as a gun or knife, or any other item, which, although not usually thought of as a weapon, becomes one when used in a manner that could cause severe bodily injury (e.g., baseball bat, metal chain, large stick). A "severe laceration" is one that should receive medical attention. A "loss of consciousness" must be the direct result of force inflicted on the victim by the offender.
Assault, Simple	An unprovoked physical attack by one person upon another where the offender neither uses nor displays a weapon and the victim does not suffer obvious severe or aggravated bodily injury.
Bite/Pinch/Spit	To cut, wound, or tear with the teeth; to constrict or squeeze painfully; to eject saliva from the mouth.
Bomb Threat	Indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
Bribery	Offering, giving, receiving, or soliciting of money or other items of value to sway the judgment or action of a person.
Bullying	See page 11
Burglary	Unlawful entry or attempt to unlawfully enter a building or other structure with the intent to commit a felony or theft.
Bus Misconduct	Failure to comply with the rules of the bus set forth by the district.
Cheating	Providing, receiving, or viewing answers to assignments, quizzes, or tests; accessing academic materials without permission (with or without the use of electronic devices).
Computer Violation – Non Criminal	Unauthorized or inappropriate use of computers or use of computer resources without permission; unauthorized modifications of school system computers that do not permanently damage the system resources (i.e. unauthorized websites, bypassing filters).
Computer Violation-Criminal	Using school computers to commit a criminal act such as hacking into servers, piracy, altering school data, etc.; purposely damaging school system computer resources.
Confrontation/Altercation	An exchange of words between students resulting in conflict; a heated or angry dispute; a noisy argument or controversy.
Contraband	Related to the possession or viewing of items considered to be unsuitable for school or school related activities (magazines, materials to promote discriminatory practices/speech, lighters, chemicals)
Contract Violation	Non-compliance with a written school agreement
Cutting Activity	Failure to attend or complete an assigned school activity or event.
Cutting Class	Failure to attend or complete scheduled class.
Cutting School	Failure to attend or complete a school day.

Cyber Bullying	Willful harassment and intimidation of a person through the use of digital technologies, including, but not limited to, email, blogs, texting, social media, chat rooms, sexting, instant messaging, or video voyeurism.
Detention Violation	Failure to serve a period of time during recess, lunch, before or after the school day as a consequence for a behavior infraction.
Dishonesty	Failure to knowingly tell the truth; also includes obtaining petty objects without permission like food and school supplies (not technology)
Disrespect	Demeaning or discriminatory language and/or insult towards a student, adult, guest, or staff member including but not limited to any verbal, written, or electronic communication.
Disrupting Class	Behavior that interferes with instruction, learning, and a safe and orderly environment which includes, but not limited to, chronic talking, throwing objects, horseplay, teasing, refusal to remain in seat, rude noises, selling items on campus, etc.
Disturbing School	Behavior from a person who is not a student (not enrolled in, or who is suspended or expelled from the school that the person interferes with, disrupts, or disturbs at the time the interference, disruption, or disturbance occurs) that willfully interferes with, disrupts, or disturbs the normal operations of a school.
Dress Code Violation	Noncompliance with the District and/or school dress code.
Driving Violation	Failure to abide by SC driving laws or failure to comply with driving rules set forth by the school
Drug Distribution	It is unlawful for any person (1) to manufacture, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to manufacture, distribute, dispense, deliver, or purchase; or to possess with intent to manufacture, distribute, dispense, deliver, or purchase a controlled substance and (2) to create, distribute, dispense, deliver, or purchase; or to aid, abet, attempt, or conspire to create, distribute, dispense, deliver, or purchase; or to possess with intent to distribute, dispense, deliver, or purchase a counterfeit substance.
Drug Paraphernalia	Paraphernalia" as "any instrument, device, article, or contrivance used, designed for use, or intended for use in ingesting, smoking, administering, manufacturing, or preparing a controlled substance and does not include cigarette papers and tobacco pipes but includes, but is not limited to: (a) metal, wooden, acrylic, glass, stone, plastic, or ceramic marijuana or hashish pipes with or without screens, permanent screens, hashish heads, or punctured metal bowls; (b) water pipes designed for use or intended to use with marijuana, hashish, hashish oil, or cocaine; (c) carburetion tubes and devices; (d) smoking and carburetion masks; (e) roach clips; (f) separation gins designed for use or intended for use in cleaning marijuana; (g) cocaine spoons and vials; (h) chamber pipes; (i) carburetor pipes; (j) electric pipes; (k) air- driven pipes; (l) chillums; (m) bongs; (n) ice pipes or chillers.
Drug Possession	Possession of an illegal substance represented as drugs, and/or a mood-altering substance (prescription or non-prescription medication).
Drug Usage	The use of any chemical compound or material which is categorically not permitted on school grounds or at school related activities such as prescription or non-prescription medication; being under the influence of unauthorized legal or any illegal substances.
Embezzlement	The unlawful misappropriation by the offender of money, property, or some other thing of value for personal use while entrusted to his/her care, custody, or control.
Excessive Noise	Any loud sound that is unnecessary or interferes with the learning environment or activity; senseless shouting or outcry.
Extortion	To unlawfully obtain money, property, or any other thing of value without that person's consent through the use or threat of force, misuse of authority, threat of destruction of reputation or social standing, or through other coercive means.
Failure to Complete Work	The act of not completing assigned written, oral, or physical work.
Failure to Comply with Disciplinary Action	The act of not completing a consequence or sanction assigned by a teacher or administrator as a result of an offense committed or multiple teacher managed offenses.

Fighting	An incident involving two or more students with mutual physical contact, such as hitting, kicking, and/or punching where there is no major injury or disruption.
Fire Alarm	In the absence of an emergency, to activate or set off a fire signal indicating the presence of a fire emergency.
Fireworks	Possession and/or detonation of an explosive pyrotechnic device that makes a display of light or noise on school property but does not cause harm to others.
Forgery/Counterfeit	Purposely signing another person's name or altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.
Fraud	Deceiving another in order to damage him/her; usually, to obtain property or services from him or her unjustly.
Gambling	Betting on a game of chance or an activity where money is exchanged.
Gang Activity	Any group of individuals or organizations, whether formal or informal, which advocate or promote activities threatening the safety or well-being of persons or property on school grounds or disrupt the school environment which are harmful to the educational process. The existence of such a group of individuals associated may be established by evidence of a common name or common identifying signs, symbols, tattoos, graffiti, or attire or other distinguishing characteristics.
Hall Pass Violation	To be in a hallway without written permission; to alter or change a hall pass from its original intent.
Harassment	A pattern of verbal, written or electronic contact that is initiated, maintained or repeated to cause a student to suffer mental or emotional distress.
Hit/Kick/Push (towards adult)	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.
Hit/Kick/Push (towards student/peer)	To deal a blow to, come into contact with, or strike; to strike with foot or feet; to apply pressure against for the purpose of moving.
Homicide	The killing of one human by another, not including manslaughter or attempted murder.
Horseplay	Rough play or pranks that disrupt the learning environment.
Inappropriate Affection	Unsuitable or improper physical contact, action or gestures, display of public affection; an extreme feeling or emotion towards another person.
Inappropriate Behavior	Actions or gestures of conducting oneself in a disruptive or disrespectful manner to include tone, attitude, and body language that is negative or abrasive towards another student or adult – this also includes not following classroom rules and expectations
Inappropriate Language	Inappropriate words that are demeaning and or directed to another student or adult. (Non-threatening).
Inappropriate Materials	Related to the possession or viewing of items considered to be unsuitable for school or school related activities.
Inappropriate Physical Contact	Touching another person in an unsuitable or improper manner for the location, setting, or activity.
Indecent Exposure	The deliberate exposure in public of one's genitalia or private area(s) of one's body.
Intimidation	To unlawfully place a student in reasonable fear of bodily harm through the use of menacing words or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack; Intimidating behaviors can be made in person, over the telephone, electronically, via social media networks, or in writing.
Kidnap/Abduction	The unlawful seizure, transportation, and/or detention of a person against his or her will or of a minor without the consent of his or her custodial parent(s) or legal guardian. This category includes hostage taking.
Leaving Class	Departing from class without permission before the class period is complete.
Leaving School	Departing from campus without permission before the school day is complete.
Littering	Purposely leaving trash to cause a nuisance or health concern.

Loitering	Wandering on school premises in an area that is off limits to students or when there is no particular reason to be there.
Major Disruption	Behavior that interrupts the learning environment for a specific period of time in a confined area.
Misc. Weapons	Weapons such as: toy guns, toy cap guns, toy pellet guns, and bullets that do not inflict injury.
Obscene Gesture	A movement or position of the hand, arm, body, head, or face that is expressive of an offensive idea, opinion, and emotion.
Off Limits	To be present in an unauthorized location.
Other Minor (Stealing)	To steal or possess property without the permission of the owner under \$100
Other Offenses-Criminal	Other acts of criminal conduct as set forth in State and Federal Law not covered in the existing list of codes; includes offense(s) committed off-campus that is deemed serious enough by the principal that the presence of the student is detrimental to the best interest of the school.
Phone Violation	Failure to adhere to the authorized time of use outlined in the school's electronic device policy in the classroom.
Pornography	Possession, manufacturing, or distribution of sexually explicit/obscene material.
Probation Violation	A direct violation of a district probation contract administered through a hearing.
Profanity	Abusive, vulgar, or irreverent language, swearing, cursing, foul speech, or speech that shows disrespect or dishonor toward another.
Property Misuse	Purposely cause minor damage (less than \$500) or defacement of property belonging to the school or others.
Prostitution	To engage in or promote sexual activities for profit
Refusal to Obey/Defiant	Refusing to follow a request or a specific direction/instruction of an adult through disobedience, defiance, unruliness, or non-compliance.
Robbery	The taking or attempting to take anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm
Running	Running in the classroom, hallway, cafeteria, or any other area inside the school.
Sexting	Creating, possessing, or sharing nude, partially nude, or other sexually explicit or suggestive images, videos, or visual representations using non-digital means (e.g., printed materials) or electronic communication, including but not limited to texting, emailing, or posting on social media platforms. These acts are prohibited whether or not the subjects of the images, videos, or visual representations consent to their being created, possessed, or shared.
Sexual Harassment	Any unwelcome sexual advance, requests for sexual favors and other inappropriate verbal, written, electronic or physical conduct of a sexual nature that creates an intimidating, hostile or offensive environment.
Sexual Offense-Forced	Any sexual act directed against another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent. This definition includes forcible rape, forcible sodomy, sexual assault with an object (to use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will, or not forcibly or against the person's will where the victim is incapable of giving consent because of his or her youth or because of his or her temporary or permanent mental or physical incapacity), and/or forcible fondling (child molesting).
Sexual Offense-Non Forced	Unlawful, unforced sexual acts that are overtly sexual in nature, or other sexually inappropriate behavior (i.e. inappropriate touching of body parts without permission, gyrating, simulating a sexual act).
Sexual Violation	Acts that are overtly sexual in nature including masturbation, most consensual intercourse and oral sex.
Stolen Property	Having in possession goods obtained by larceny, by stealing, by robbing, by theft; something unlawfully taken from its rightful owner (Less than \$2000 in damages).

	Greater than \$2000 moves to Level 3 offense-larceny/theft)
Tardy	Arriving late to school or class.
Theft/Larceny	To steal or possess property without the permission of the owner (Greater than \$2000 in damages).
Threat	Act where there was no physical contact between the offender and victim but the victim felt that physical harm could have occurred based on verbal or nonverbal communication by the offender. This includes nonverbal threats (e.g., brandishing a weapon), and verbal threats of physical harm which are made in person. Threats made over the telephone or threatening letters are excluded. A threat of physical attack with a weapon includes displaying, brandishing, or discharging a weapon, but with no actual physical contact of any person. A threat of physical attack using words that refer to a weapon would not be considered a threat with a weapon. A threat of physical attack without a weapon refers to a threat without any display, brandishment, or discharge of a weapon, and with no actual physical contact of any person.
Throwing Objects	To propel or cast in any way anything that is visible or tangible.
Tobacco	Possession and/or use of cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, and vaporizers.
Tobacco - Distribution	Sell, dispense or distribution of any tobacco related product included but not limited to: cigarettes, cigars, and/or other tobacco products; possession and/or use of smokeless products, electronic cigarettes, & vaporizers.
Trespassing	Being on school property or at a school sponsored event without permission, including while on suspension or after expulsion; entry of a structure without intent to commit a serious crime or theft.
Truant	A student, ages 6 to 17 years old who has accumulated three consecutive days of unlawful absences or a total of five unlawful absences during the current school year.
Unauthorized Device	Failure to adhere to the authorized time of use outlined in the school's electronic device policy. This includes possession of an item at unauthorized times; including, but not limited to, laser pointer, camera, cell phone, tablets, drones, smart watches, etc.
Urination	Willfully urinating on school property or another student's property (shoes, floor, walls, bus, etc.).
Vandalism	Willfully or maliciously destroying, damaging, or defacing real or personal property.
Violation of Class Rules	Intentional behavior that interferes with the standard operating procedures of the classroom and school environment.
Weapons - all coded as 789, then sub-code is added	Weapons: Firearms, handguns, rifles, shotguns or bombs (including look-alike); pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death shall not be allowed on any school district property (including vehicles) or at any school sponsored event. This shall also include, but not limited to, knives, Tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nun chucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray.
Weapons - other	Pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun, toy guns, splat guns such as Orbeez or airsoft gun or any other type of weapon, devices or object which may be used to inflict bodily harm or death. This also includes, but not limited to Tasers, dirks, slingshots, bludgeons, blackjacks, Chinese star, razors (including straight or retractable razor), ice pick, metal knuckles, box cutters, nun chucks, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray
Weapons: Handguns	A handgun with or without ammunition.
Weapons: Knife Blade < 2"	A knife with a blade of less than 2 inches.
Weapons: Knife Blade > 2"	A knife with a blade of more than 2 inches and less than 2.5 inches.

Weapons: Knife Blade >2.5"	A knife with a blade of more than 2.5 inches in the possession of a special education student. This code should only be used if the knife is 2.5 inches or longer & the student is identified as a special education student.
Weapons: Rifles/Shotguns	A rifle or shotgun with or without ammunition.

Superintendent's Notes:

* Fighting* - One fight would warrant a recommendation for expulsion. Superintendent reserves the right to determine a 5-day suspension in lieu of expulsion if it can be proven that the student involved was defending themselves and not the instigator/aggressor.

Drugs/Alcohol - Superintendent reserves the right to return student to school on probation in lieu of expulsion, if the student and parent agree to a district approved drug and alcohol program. This program will be run by our drug and alcohol representative(s) and the participants will be randomly tested at least twice while in the program. If at any time they fail to meet the requirements of the program, they will automatically be recommended for expulsion.

*Drug distribution would not qualify. *

Superintendent reserves the right to determine eligibility for the program.

While in the program or on probation, students will not be eligible for extracurricular activities.

Section 21: Student & Parent Acknowledgment & Pledge

The *Code of Student Conduct* has been developed to help your child receive quality instruction in an orderly educational environment. The school needs your cooperation in this effort. Therefore, please (1) review and discuss the *Code of Student Conduct* with your child and afterwards (2) sign and return this sheet to your child's school. Should you have any questions when reviewing the *Code of Student Conduct*, please contact your child's principal. You may access an electronic copy of the handbook on the MCSD website: www.marion.k12.sc.us. You may also request a paper copy at your child's school office.

NOTE: FAILURE TO RETURN THIS ACKNOWLEDGMENT AND PLEDGE WILL NOT RELIEVE A STUDENT OR THE PARENT/GUARDIAN FROM BEING RESPONSIBLE FOR KNOWING OR COMPLYING WITH THE RULES CONTAINED WITHIN THE *STUDENT CODE OF CONDUCT*.

I have reviewed the *Student Code of Conduct* with my child and understand the rights and responsibilities contained therein.

Parent:

To help keep my school safe, I pledge to show good character, work to the best of my ability and adhere to the guidelines established within the *Student Code of Conduct*.

Student:

Date:

Section 22: School Information

School	Address	Telephone
Academy of Early Learning	111 Academy Street, Mullins, SC 29574	843-464-3725
Easterling Primary School	600 East Northside Avenue, Marion, SC 29571	843-423-8335
North Mullins Primary School	105 Charles Street, Mullins, SC 29574	843-464-3750
Creek Bridge STEM School	6641 S. Hwy. 41, Marion, SC 29571	843-362-3500
Marion Intermediate School	2320 N. Hwy. 41-A, Marion, SC 29571	843-423-8345
McCormick Elementary School	1123 Sandy Bluff Road, Mullins, SC 29574	843-464-3760
Johnakin Middle School	601 Gurley Street, Marion, SC 29571	843-423-8360
Palmetto Middle School	305 Oneal Street, Mullins, SC 29574	843-464-3730
Marion High School	1205 S. Main Street, Marion, SC 29571	843-423-2571
Mullins High School	747 Millers Road, Mullins, SC 29574	843-464-3710
Success Academy	200 Broad Street, Mullins, SC 29574	843-464-3740
Academy for Careers and Technology	2697 E. Hwy. 76, Marion, SC 29571	843-423-1947
Marion County Adult Education Center	2697 E. Hwy. 76, Marion, SC 29571	843-423-2591

Notice of Non-Discrimination

Marion County School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies.

Section 504 – Cassandra Strickland, Director of Federal Programs, 515 East Liberty Street, Marion, SC 29571
Title IX – Paula Grant, Director of Human Resources, 719 North Main Street, Marion, SC 29571