

Behavior System

Preventative Measures: The following are examples of measures taken by our school to prevent the occurrence of discipline problems.

- Restorative practices
- Professional development focused on improving student achievement.
- Training and support for staff in diversity and cultural awareness.
- Teacher access to parent/guardian contact information.
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- Parent Involvement opportunities such as: Back-to-School Carnival, Family Nights Parent-Teacher Conferences, Parent Advisory Group, and Johnson-O'Malley Group.
- Online access to Student & Parent Handbook.
- District website has information about activities, upcoming events, etc.
- District calendar is distributed at the beginning of the year.
- Teachers distribute and explain class expectations, requirements, and grading systems.
- Rules and expectations are posted within the building and are periodically reviewed.
- Campus is monitored by surveillance cameras and school security.
- Visitors are required to sign in at the main office.

Disciplinary Action Levels: Disciplinary actions apply to the behavior and conduct of students while on district property, in district vehicles, at school sponsored events or activities (on or off campus), and under circumstances where off-campus behavior is detrimental to the safety and welfare of other people and of school personnel. Within each level, from minor offenses to the most serious offenses, there are probable interventions and available consequences that may be applied. There will be considerations as to the specific event, seriousness, prior offenses, whether the student stops the misbehavior when told to do so, the number of students involved, the number of adults necessary to deal with the immediate incident, whether the incident presented a significant danger of physical or emotional harm to any person, etc. Due to the seriousness of some behaviors, consequences are very specific and may require law enforcement to be involved. In addition, at the high school, students are given points depending upon the severity of the offense. These points are used to track student behavior in coordination with student incentives and re-enrollment each year.

Student Behavior/Misconduct Definitions

Level 1 - Minor Offenses (1 Point):

- Inappropriate Language - Profanity is socially offensive language, which may also be called bad language, strong language, offensive language, coarse language, foul language, bad words, vulgar language, lewd language, choice words or expletives. The use of such language is called swearing, cursing or cussing. The use of the F word is prohibited.
- Minor Insubordination - Defiance of authority; refusal to obey orders/requests.
- Minor Classroom Disruption - Disruption requiring teacher to stop class/address student.
- Dress Code Violation - Students must come to school clean and neatly dressed, apparel must meet health and safety codes, be in good repair, and not interfere with the educational process. Shoes must be worn at all times. Clothing may not display or suggest derogatory, obscene, or hurtful behavior or language, threatening or intimidating caricatures, gang symbols, or messages that promote alcohol, tobacco, or drug use. Further clothing may not be unnecessarily distracting (laser lights, reflectors, etc.) or allow undergarments or excessive skin to show (clothing must not show midriff, torso, or cleavage; shorts should be mid-thigh, and no mesh outer garments and/or strapless or spaghetti strapped tops). It is unacceptable to wear jeans with the waist below the bottom of the tailbone, undergarments as outer garments, sunglasses in classrooms, heavy chained and/or spiked jewelry or clothing. At the elementary school, hats and bandanas are not permitted. Failure to meet the code will result in the student being asked to change to appropriate clothes (provided by student or school), failure by the student to change will result in student being sent home and his/her absence recorded as unexcused.
- Electronics Abuse - See Electronics Policy (p. 24)
- Tardies/Absences - See Attendance Policy (p. 21)
- Minor Bus Misconduct - See Transportation of Students Policy (p. 18)
- No Hall Pass - Being in the hallway/outside of class without a hall pass.
- Minor Inappropriate Cafeteria Behavior - Spilling food and not cleaning it up, not listening to the cafeteria staff, taking food outside, etc.
- Refusal to Complete Work - Not completing work assigned by an instructor.
- Sleeping in Class - Falling asleep during instruction or during a designated work time. Laying head on desk or laying on the floor falls under sleeping in class.
- Inappropriate Hallway Behavior - Horseplay, going into areas without permission, etc.
- Minor Disrespect/Non-Compliance - Lacking respect or courtesy. Refusal to follow staff instructions, directions, or requests.
- Food or Drink in Classroom - Food or drink (other than water) is not allowed in the classroom, except for special occasions determined by the teacher. Food/drink may cause unnecessary distractions or messes during class.

Level 2 - Serious Offenses (2 Points):

- Major Bus Misconduct - See Transportation of Students Policy (p. 18)
- Lighters/Matches - Possession or use of lighters or matches on school grounds.
- Abusive Language Toward Students - Students cursing at other students.
- PDA - Public Displays of Affection.

- Major Disrespect/Non-Compliance - Lacking respect or courtesy. Refusal to follow staff instructions, directions, or requests.
- Threats/Intimidation - Showing an intention to cause bodily or emotional harm.
- Skipping Class/Truancy - Missing class without staff permission.
- Failure to Report to Detention - Missing an assigned detention without permission.
- Horseplay - Rough behavior that could endanger fellow student during school hours.
- Minor Inappropriate Physical Contact - Making physical contact with students or staff that is inappropriate in nature (slapping someone on the butt).
- Major Inappropriate Cafeteria Behavior - Food fights, disrespect toward cafeteria staff, etc.
- Encouraging a Fight - Instigating and/or persuading others to fight.
- Driving Violation - See Student Vehicle Use and Parking Policy (p. 19)
- Minor Theft (< \$20.00) - Stealing something that is less than \$20 in value.
- Minor Vandalism (< \$20.00) - Vandalism that results in damage that costs less than \$20 to repair.

Level 3 - More Serious Offenses (5 Points):

- Bullying - Using superior strength or influence to intimidate someone or force them to do what one wants.
- General Harassment/Discrimination - Aggressive pressure or intimidation, the unjust or prejudicial treatment of different types of people, especially on the grounds of race, age, or sex.
- Hazing - The imposition of strenuous, often humiliating tasks as part of an initiation.
- Leaving School Grounds - Leaving school grounds without permission.
- Indecent Exposure - The crime of intentionally showing one's sexual organs in public. Depending on what is shown, the individual punishment may be much more severe.
- Cheating - The act of using or copying other students' work, and/or using resources that are not allowed.
- False Fire Alarm - Pulling the fire alarm when there is no emergency.
- Obscene Drawings/Messages - Drawing inappropriate pictures or messages that can be seen by other students or staff member.
- Major Classroom Disruption - Disruption that results in the teacher having to stop class and address the interruption multiple times and/or requiring the teacher to send the student out of the classroom.
- Major Electronic Abuse - See Electronics Policy (p. 24)

Level 4 - Very Serious Offenses (15 Points):

- Abusive Language Toward Staff Member - Inappropriate, intimidating, or abusive language directed toward a staff member.
- Major Theft (> \$20.00) - Stealing something that is more than \$20 in value.
- Major Vandalism (> \$20.00) - Vandalism that results in damage that costs more than \$20 to repair.
- Fighting (No Major Injury) - Physical altercation between students resulting in no major injuries.
- Plagiarism - The practice of taking someone else's work/ideas and passing them off as one's own.
- Trespassing - Entering the school/school grounds without permission.

Level 5 - Most Serious Offenses (25 Points):

- Arson/Fire - Starting or playing with fire on school grounds.
- Physical Assault (Student to Student) - The act of physically contacting/attacking another student in an aggressive or threatening manner.
- Physical Assault (Student to Staff) - The act of physically contacting/attacking a staff member in an aggressive or threatening manner.
- Fighting (Major Injury) - Physical altercation between students resulting in major injuries.
- Breaking and Entering - The act of forcibly entering the school/school grounds without permission.
- Sexual Harassment - Harassment of a sexual nature.
- Possession/Threat of Weapons - Possessing or threatening to use a weapon.
- Use/Possession of Tobacco, Alcohol, Illegal Drugs - Possessing or using tobacco, alcohol, vape pens, e-cigarettes, or illegal drugs or paraphernalia.

BEHAVIOR CATEGORIES

Examples of offenses/interventions include, but are not limited to:

Level 1 - Minor Offenses (1 Point)	Minor Offenses - Possible Actions/Interventions
Inappropriate Language	<ul style="list-style-type: none"> •Verbal Warning •Conference with Student and Principal/Counselor •Conference with Student and Teacher/Staff Member •Conference with Student/Parent and/or Teacher/Staff Member/Administrator •Written Statement/Apology from Student •Behavior Contract •Attendance Contract •Conflict Management Counseling •Small Group Counseling •School or Community Service •Parent Attends Class with Student •Parent Notification •Confiscation of Unauthorized Item •Loss of Privileges (Hall Passes/Electronic Use/School Transportation) •Detention •Restitution
Minor Insubordination	
Minor Classroom Disruption	
Dress Code Violation	
Electronic Abuse	
Tardies/Absences	
Minor Bus Misconduct	
No Hall Pass	
Minor Inappropriate Cafeteria Behavior	
Refusal to do Work	
Sleeping in Class	
Inappropriate Hallway Behavior	
Minor Disrespect/Non-Compliance	
Food/Drink Violation	
Level 2 - Serious Offenses (2 Points)	Serious Offenses - Possible Actions/Interventions
Repeated Level 1 Offenses	<ul style="list-style-type: none"> •All Previous Actions/Interventions are Possible •School or Community Service Detail •Friday School •Suspension •Activity Suspension •Schedule Modification •Referral to Outside Counseling/Agency
Major Bus Misconduct	
Lighters/Matches	
Abusive Language Toward Students	
PDA (Public Display of Affection)	
Major Disrespect/Non-Compliance	
Threatening/Intimidation	
Skipping Class/Truancy	
Failure to Report to Detention	
Horseplay	
Minor Inappropriate Physical Contact	
Major Inappropriate Cafeteria Behavior	
Encouraging a Fight	
Driving Violation	
Minor Theft (< \$20.00)	
Minor Vandalism (< \$20.00)	

Level 3 - More Serious Offenses (5 Points)	More Serious Offenses - Possible Actions/Interventions
Repeated Level 1 or 2 Offenses	<ul style="list-style-type: none"> •All Previous Actions/Interventions are Possible •Emergency Removal due to Immediate Danger or Serious Disruption • Out of School Suspension (Up to 10 days) •Recommendation for Expulsion
Bullying	
General Harassment/Discrimination	
Hazing	
Leaving School Grounds	
Indecent Exposure	
Cheating	
False Fire Alarm	
Obscene Drawings/Messages	
Major Classroom Disruption	
Major Electronic Abuse	
Level 4 - Very Serious Offenses (15 Points)	
Repeated Level 1, 2, or 3 Offenses	<ul style="list-style-type: none"> •All Previous Actions/Interventions are Possible •Extended Out of School Suspension •Recommendation for Expulsion •Contact Law Enforcement
Abusive Language Toward Staff Member	
Major Theft > \$20.00	
Major Vandalism > \$20.00	
Fighting - No Major Injury	
Plagiarism	
Trespassing	
Level 5 - Most Serious Offenses (25 Points)	Most Serious Offenses - Possible Actions/Interventions
Repeated Level 1, 2, 3, or 4 Offenses	<ul style="list-style-type: none"> •All Previous Actions/Interventions are Possible •Extended Out of School Suspension, Pending Expulsion •Mandatory Expulsion •Contact Law Enforcement
Arson/Fire	
Physical Assault (Student to Student)	
Physical Assault (Student to Staff)	
Fighting - Major Injury	
Breaking and Entering	
Sexual Harassment	
Possession/Threat of Weapons	
Use/Possession of Tobacco, Alcohol, Illegal Drugs	

Student Due Process Rights/Appeal Procedure

Any student whose behavior is alleged to be in violation of the School Code of Conduct may be referred to the office for possible disciplinary action. Student consequences will always follow a due process procedure.

The building administrator will inform the student of the charges and explain that disciplinary action may result. The student will then have an opportunity to state his/her view of what took place. If the student admits to a violation of a school rule, the principal/designee may make a decision in the case. If the student does not admit violating a school rule or does not feel that a rule has been violated, the administrator will conduct an investigation of the incident and then make decision in the case.

Students may appeal any decision made by the principal/designee to the Superintendent. All appeals must be in writing and delivered to the Superintendent within 24 hours after receipt of the initial decision. Students may appeal any decision made by the Superintendent to the St. Stephens Indian School Board of Trustees.

Expulsion from School - Hearing and Procedures: A student at St. Stephens Indian School may be recommended for expulsion from school for conduct that disrupts the educational process or endangers the health and/or safety of the student, his/her classmates, or school personnel. Examples of conduct that may result in recommendation for expulsion are outlined in the school's behavior intervention system, above.

When a student is alleged to have violated school rules which could result in expulsion or suspension of 10 days or more, a fair and impartial hearing will be held. The principal will recommend to The Board of Education that the student be expelled and request that a hearing be held. The Superintendent will preside at the hearing and the Board of Education will determine whether or not the student has committed an act or acts warranting expulsion from the school.

The disciplinary hearing will ensure that the student receives due process, which includes;

1. Written notice of the charges within a reasonable time frame prior to the hearing.
 - Notice of the charges shall include reference to the regulations allegedly violated, notice of access to all statements of persons relating to the charge, and notice of access to those parts of the student's school record
2. A fair and impartial hearing.
3. The right to produce witnesses on the student's behalf and to confront and examine all witnesses.
4. The right to have parent/guardian present and to be represented by law or legal counsel at the student's expense.
5. The right to receive a record of the hearing including written findings and facts.
6. The right to administrative reviews and appeals.
7. The right to not be compelled to testify against himself.
8. The right to have allegations of misconduct expunged from the school record in the event that the student is found not in violation of the charges.

The hearing officer (Superintendent) shall conduct the hearing and the Board shall make findings of fact and conclusions as to whether a student is in violation of school policy based upon the evidence presented at the hearing. Then, the Board of Trustees may:

- a. Expel the student at the principal's recommendation and/or recommend other consequences that may include probation, extended suspension, and/or other initiative i.e. participation/completion of programs and counseling services to remediate the behavior,
- b. Discuss terms, conditions and length of expulsion; also conditions for re-admission when extended suspension or expulsion has been completed,
- c. Determine that the student should not be expelled.

Parent Concerns Regarding Discipline

Parents are encouraged to take part in the Parent Open House that occurs in the fall and to sit down and review the expectations and information in this handbook with the administration at St. Stephens Indian School.

A parent who has concerns about any disciplinary matter involving a student should initially speak to the building principal/designee and the staff member involved. If no resolution can be reached, the parent may request the principal to involve the Superintendent in the matter.

Law Enforcement Officials and School Administration

It shall be the policy of St. Stephens Indian School that a reasonably cooperative effort is maintained between the school administration and law enforcement agencies. Law enforcement officials may be summoned to conduct an investigation of alleged criminal conduct on the school premises, during a school-sponsored activity, or to maintain the educational environment. The school administration acts as the law enforcement unit who can share certain files with the authorities. Anytime the school suspects a crime has been committed, the school will first contact the school's resource officer (SRO), who is an active member of the BIA, and then the school will contact parents/guardians. For example, if a staff member suspects a student is under the influence of drugs and/or alcohol they will present it to the administration. If the administration agrees there is enough suspicion, the SRO will be contacted, then the parents/guardians.