

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating our students to reach their full potential

Series Number 503.3AR Adopted December 1977 Revised September 2019

Title Student Behavior Expectations and Consequences for Misbehavior

1. Overview

- 1.1 The consequences for misbehavior described in this regulation are designed to be fair, firm and consistent for all students in District 196. They apply to District 196 k-12, early childhood and adult basic education (ABE) students in any school or other district building, on district property, in district vehicles, at school bus stops, at school or district activities and events, or in student parking areas, including off-site parking locations commonly used by students. Consequences also apply to misbehaviors carried out through the use of electronic communication. The consequences may also apply for misbehaviors which take place at other locations but directly affect school programs or activities.
- 1.2 Because it is not possible to list every misbehavior that occurs, misbehaviors not included in this regulation will be responded to as necessary by staff. This regulation is based on the assumption that minor misbehaviors are dealt with by bus drivers, chaperones, classroom teachers, counselors, administrators and other appropriate district staff.
 - 1.2.1 Cheating, lying, plagiarism, copyright violations and other “academic” misbehaviors will be dealt with in the context of the student’s classroom or cocurricular activities, and are not addressed in the following chart of misbehaviors.
 - 1.2.2 Students participating in cocurricular activities will also be expected to abide by the bylaws of the Minnesota State High School League, regardless of whether the particular activity is sponsored by the League.

2. Consequences

- 2.1 For each misbehavior described in this regulation, there are specific consequences for first, second, third and fourth violations; however, administrators may apply less severe consequences after considering intent and other extenuating circumstances. The definitions of those consequences, and other consequences for misbehavior, are as follows:
 - 2.1.1 “★” – Student conference and parent or guardian notification; may include but is not limited to parent conference, parent shadow (elementary and middle only), restitution, peer mediation, adult-facilitated mediation, detention, in-school suspension and up to one-day, out-of-school suspension.

Detention – Requirement for a student to remain in school or attend school outside normal school hours.

Dismissal – Dismissing a student from school for less than one school day.

Exclusion – Action taken by the School Board to prevent a student from enrolling or re-enrolling for a period of time not to extend beyond the school year.

Expulsion – A School Board action to prohibit an enrolled student from further attendance for up to 12 months from the date the student is expelled.

Expulsion from Bus – Transportation Department student conduct specialist or school administrator action to prohibit a student from riding a school bus or other district vehicle for up to 12 months from the date of the expulsion from the bus.

Fine – A financial penalty assessed of a student by the school.

Mediation – Mediation is designed to:

- Prevent minor misbehaviors from escalating to the point where disciplinary consequences need to be applied.
- Resolve interpersonal conflicts that may also require disciplinary consequences.

Notification of Parent or Guardian – Conversation (in person or by telephone) and/or written contact between a school employee (usually a teacher, student support staff member or administrator) and a student’s parent or guardian.

Notification of Police – Contact by the school administration or Transportation Department with the local police department to inform them about an illegal misbehavior engaged in by a student.

Parent Conference – Scheduled meeting between a school employee and a student’s parent or guardian.

Removal from Class – Action taken by a teacher, principal or other district employee to prohibit a student from attending one or more class period or activity period for up to five days. A student who engages in assaultive or violent behavior in the classroom must be removed from class immediately and may be subject to other disciplinary consequences. The removal from the classroom shall be for a period of time deemed appropriate by the administrator, in consultation with the teacher.

Restitution – Compensation or compensatory service required of a student who has damaged, taken or destroyed school or personal property.

Suspension from Bus – Action taken by the Transportation Department student conduct specialist or an administrator to prohibit a student from riding a school bus or other district vehicle for a specific number of days per incident.

Suspension, In-school – Action taken by a teacher, principal or other district employee to prohibit a student from attending more than one class and/or activity period for a period of time not to exceed five days. Individual schools may provide restorative programming during in-school suspension.

Suspension, Out-of-school – Action taken by the school administration to prohibit a student from attending school for a period of no more than 10 school days. If a suspension is longer than five days, the suspending administrator shall provide the superintendent or designee with a reason for the suspension. A student who is on out-of-school suspension may not be in the school, on school or district property or attend school or district activities during the period of the suspension. If a student’s total days of removal from school exceeds 10 cumulative days in a school year, the district shall make reasonable attempts to convene a meeting with the student and the student’s parent or guardian prior to removing the student from school, and with the permission of the parent or guardian, arrange for a mental health screening for the student. (The school district will not pay for the assessment unless it is part of an assessment for special education purposes.) The purpose of the meeting shall be to attempt to determine the student’s need for assessment, other services or whether the parent or guardian should have the student assessed to determine whether the student needs treatment for a mental health disorder.

Violent Student Behavior (VSB) – A student who engages in a behavior identified as “VSB” (violent student behavior) in the consequences chart will be identified as a student with a history of violent behavior.

- 2.1.2 There are alternative or additional consequences and interventions available in certain circumstances for students, as determined by administration.
 - 2.1.2.1 Parent shadow (elementary school) – The principal may offer the “parent shadow” consequence (the parent or guardian to follow the student for half a day at school) to the student’s parent(s) or guardian(s) for any elementary student misbehavior that results in a one-day, out-of-school suspension, except for weapon possession, look-alike weapon possession, physical assault or fighting. The parent(s) or guardian(s) may then choose to accept or not accept the parent shadow consequence. Parent shadows will be expected to abide by the guidelines in Administrative Regulation 806AR, Visitors to Schools, and to complete the consequence within five school days of the incident.
 - 2.1.2.2 Parent shadow (middle school) – The principal may offer the “parent shadow” consequence (the parent or guardian to follow the student for half a day at school) to the student’s parent(s) or guardian(s) for any middle school student misbehavior that results in a ★ consequence. The parent(s) or guardian(s) may then choose to accept or not accept the parent shadow consequence. Parent shadows will be expected to abide by the guidelines in Administrative Regulation 806AR, Visitors to Schools, and to complete the consequence within five school days of the incident.

- 2.1.2.3 Chemical Assessment (middle and high school) – Secondary students who violate certain rules regarding alcohol and chemicals may opt to have a lesser consequence if the student obtains a chemical assessment and adheres to the assessment recommendations. Assessment will be at the expense of the student’s parent(s) or guardian(s) (or the adult student, if age 18 or older). A release form must be signed by the student and student’s parent(s) or guardian(s) to share appropriate information with the school district.
 - 2.1.2.4 Mental Health Referral – Secondary students may be referred to community mental health resources on a case-by-case basis as appropriate. Assessment will be at the expense of the students’ parent(s) or guardian(s) or the adult student, if age 18 or older.
 - 2.1.2.5 Restorative Programing – Individual schools may offer restorative practices and programing to prevent and address disciplinary matters.
 - 2.1.2.6 Threat Assessment - In appropriate circumstances, individual schools may assemble a multi-disciplinary threat assessment team to conduct a threat assessment with the purpose of ensuring student and staff safety.
- 2.1.3 In this regulation, unless otherwise stated, suspension is defined as out-of-school suspension (OSS) – action taken by the school administration to prohibit a student from attending school for no more than 10 school days. A student who is on out-of-school suspension may not be in the school, on school or district property, or attend school or district activities during the period of the suspension.
- 2.1.3.1 A one-day suspension is for a consecutive period of time equivalent to one school day. For example, if a student is suspended at noon, he or she may be suspended up until noon on the following school day.
 - 2.1.3.2 If a suspension is longer than five days, the suspending administrator shall provide the superintendent or designee with a reason for the suspension.
 - 2.1.3.3 If a student’s total days of removal from school exceeds 10 cumulative days in a school year, the district shall make reasonable attempts to convene a meeting with the student and the student’s parent or guardian prior to removing the student from school, and with the permission of the parent or guardian, arrange for a mental health screening for the student. The school district will not pay for the assessment unless it is part of an assessment for special education purposes. The purpose of the meeting shall be to attempt to determine the student’s need for assessment, other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
- 2.1.4 Violent Student Behavior (VSB) – A student who engages in violent behavior as defined in Section 4 below will be identified as “(VSB)” in the consequences chart.
- 2.1.5 Expulsion is action taken by the School Board to prohibit an enrolled student from further attendance for up to 12 months from the date the student is expelled.

- 2.1.6 Exclusion is an action taken by the School Board to prevent a student from enrolling or re-enrolling for a period of time that shall not extend beyond the school year.
- 2.2 In addition to the consequences detailed in this regulation, a school or the Transportation Department may respond to student misbehavior in a variety of ways that include, but are not limited to, dismissal from school, removal from class, in-school suspension, detention, mediation, restitution, parent notification, parent conference, loss of cocurricular activities, loss of access to school facilities and grounds outside of the regular school day, reports to probation services, criminal reports, community service, fines, loss of driving and parking privileges (at the high school level), and chemical evaluation. District 196 seeks to prevent student dismissals from school through the early detection of problems and to respond to inappropriate behaviors in a manner that is designed to prevent behaviors from recurring. Each District 196 school fosters the social and emotional learning of its students and seeks the engagement of students, staff and community. Student support staff members (including, where appropriate, counselors, social workers, cultural family advocates, case managers and school psychologists) may be available to assist students who engage in misbehavior.
- 2.3 Administrators may involve law enforcement authorities as necessary. If a student violates a district policy or regulation that is also a violation of a law, the student will be referred to the police in addition to being dealt with as described in this regulation. In accordance with state law, administrators will refer to the juvenile delinquency or criminal justice system any student who brings a firearm to school unlawfully. School staff members shall not interfere with a law enforcement decision to remove a student from school for law enforcement purposes; however, reasonable efforts shall be made to inform a student's parent or guardian of the involvement of law enforcement. Law enforcement officers shall not be involved in an educational decision to remove a student from school as a disciplinary consequence.
- 2.4 A student who engages in assaultive or violent behavior in the classroom must be removed from class immediately and may be subject to other disciplinary consequences. The removal from the classroom shall be for a period of time deemed appropriate by the administrator, in consultation with the teacher.

3. Sources of Additional Information

- 3.1 For more information about student behavior, discipline and related issues, refer to the District 196 *Overview of Student Rights and Responsibilities* handbook.
- 3.2 For more information about responding to misbehavior by a special education student, refer to Administrative Regulation 503.3.1AR, Special Education Students: Consequences for Misbehavior.
- 3.3 District 196 prohibits students from, among other things, possessing, using or distributing "chemicals" and "drug paraphernalia." For the purposes of this regulation, the word "chemicals" means narcotics or controlled substances, items purported or believed to be a narcotic or a controlled substance, any derivatives or synthetic versions of narcotics or controlled substances that can be used for the purpose of mood alteration, and prescription drugs or over-the-counter medications to be used for the purpose of mood alteration. Commonly known as marijuana or cannabis, THC in all its forms,

including medicinal, edible or synthetic cannabis, is a prohibited controlled substance. “Drug paraphernalia” means items prohibited by Minnesota or federal law that are used for consumption or manufacturing of drugs.

Any prescription or over-the-counter medication a student is required to take, with the exception of inhalers, EpiPens and insulin, must be left with and administered by the school nurse, in accordance with 506.2.2AR, Administering Medication, however, medical cannabis may not be possessed or used on school district property or in school district vehicles. Students in grades 7-12 may self-administer standard doses of non-prescription pain relievers with written parent permission. (Refer to 506.2.1.2P, Emergency Information – Secondary Students, for more information.)

4. **Staff Notification of Violent Behavior By Students (VSB)** – A classroom teacher has a legitimate educational interest in knowing which students placed in the teacher’s classroom have a history of violent behavior. Teachers must be notified before such students are placed in the teacher’s classroom. Students who become identified as having a history of violent behavior as the year progresses, will constitute the need for teacher notification.
 - 4.1 Identification of Students with a History of Violent Behavior – A student who engages in a behavior identified as “VSB” (violent student behavior) in the consequences chart will be identified as a student with a history of violent behavior.
 - 4.2 Notification to Teachers/Staff – Teacher notification will occur on Procedure 503.3.5P, Staff Notification of Violent Behavior by Students, with a copy placed in the student’s educational record and retained pursuant to the school district’s records retention schedule. Written notification should be provided to all of the student’s classroom teachers. Building principals have discretion to provide notice to other staff members who also interact with the student. Written notification to the teacher will occur prior to the placement of a student in the teacher’s classroom whenever possible.
 - 4.3 Once a student has been identified as a student with a history of violent behavior, notification will occur for the remainder of the school year and the following school year. The period of notification will be extended accordingly for each new incident of violent behavior that occurs.
 - 4.4 Notification to the Parent of a Student Identified as Having a History of Violent Behavior – Parental notification of a student having a history of violent behavior will be consistent with notification practices in this regulation and the consequences chart in the *Overview of Student Rights and Responsibilities* handbook.
 - 4.5 Notice to Other School Districts – This notice is an educational record and will be transferred to an enrolling school district.
 - 4.6 Training – Pursuant to Minnesota Statute 121A.64, Notification; teachers’ legitimate educational interest, representatives of the School Board and representatives of the teachers will discuss the needs of students and staff. The parties may discuss necessary training which may include training on conflict resolution and positive behavior interventions and possible intervention services such as student behavioral assessments.
 - 4.7 Written Notification from Law Enforcement – A school that receives formal notification from law enforcement or the court

system about a student's delinquent conduct in the community shall process that notification as required by Minnesota Statute 121A.75, Receipt of records; sharing. This may include notification of appropriate staff persons if necessary to protect others from needless vulnerability and to allow staff members to work with the student in an appropriate manner. Notification shall be in accordance with the law and shall not be governed by the district's procedures for staff notification of students with a history of violent behavior. The handling and retention of records received pursuant to Minnesota Statute 121A.75, Receipt of records; sharing, shall be according to the requirements of that statute and Minnesota Statute 120A.22, subd. 7.

- 4.8 Record of Notice – The administration must keep a copy of Procedure 503.3.5P, Staff Notification of Violent Behavior by Students, on file to provide a record of those staff members notified under this section.
5. **Cell Phones and Personal Devices** – Students who bring cell phones or other personal electronic devices to school with them do so at their own risk. District 196 assumes no responsibility for theft, loss, or damage of a phone or electronic device brought to school and will not assume responsibility for investigating loss or theft of such items. If brought to school, phones/devices should generally be kept out of sight, preferably locked in a locker. District 196 staff may take away cell phones and other personal electronic devices from students who misuse them or have them out when they should be put away. In some cases, students may also lose the privilege of bringing a cell phone or other personal electronic device to school. Parents are asked to limit calling/texting their children during the school day as that can be disruptive. Students and families should review their individual school's cell phone and personal device expectations.
6. **Misbehaviors** – Students are expected not to engage in the following activities. The consequences apply regardless of whether the misbehavior took place in school, on district property, in a district vehicle, at a school or district activity, at a school bus stop, or in student parking areas, including off-site parking locations commonly used by students. Consequences also apply to misbehaviors carried out through the use of electronic communication. The consequences may also apply for misbehaviors which take place at other locations but directly affect school programs or activities. The school district makes every effort to apply disciplinary consequences consistently, but the administrator may recommend longer or shorter suspensions, expulsion, denial of transportation privileges, other discipline, or interventions such as mental health referrals on a case-by-case basis. This may include more severe consequences for students with multiple offenses in different categories of misbehavior or when a single behavior is particularly severe. Administrators may apply less severe consequences after considering intent or other extenuating circumstances.

MISBEHAVIORS	1st Offense	2nd Offense	3rd Offense	4th Offense
1. Abuse: Verbal, Written or Otherwise Expressed – Arousing alarm in others through the use of language that is discriminatory, abusive, bullying, threatening or obscene, including through the use of electronic communication.				
Involving student or staff (grades k-5)	★	★	1-day susp. or parent shadow	3-day susp.
Involving student (grades 6-12)	★	1-day susp.	3-day susp.	5-day susp. and •VSB
Involving self-harm (grades 6-12)	Referral for mental health assessment			
Involving staff (grades 6-8)	1-day susp.	3-day susp.	5-day susp. and •VSB	expulsion and •VSB
Involving staff (grades 9-12)	3-day susp.	5-day susp. and •VSB	expulsion and •VSB	
2. Alarm, False – Intentionally giving a false report to 911 or a false alarm of a fire or other emergency, including through the use of electronic communication, or tampering or, interfering with any alarm or alarm sensor.				
(grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12)	5-day susp.	expulsion		
3. Alcohol*, Intent to Sell, Give or Share – Selling, giving or sharing or intending to sell, give or share alcohol, including through the use of electronic communication, where selling, giving or sharing is prohibited by Minnesota or federal law. * For the purposes of this handbook, alcohol means any alcoholic substance—in whatever form (e.g., liquid, powder)—that has an intoxicating effect on the central nervous system and includes any alcoholic substance which may not be legally possessed or consumed by persons under the age of 21.				
(grades 6-12)	5-day susp. with chemical assessment or 10-day susp.	expulsion		

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
4. Alcohol, Possession or Use – Possessing, influenced by the use of, or using alcohol. (grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12)	5-day susp. with chemical assessment or 10-day susp.	10-day susp. with chemical assessment and agreement to follow assessment recommendations or expulsion		
5. Ammunition Possession – Possession of bullets, other projectiles designed to be used in a weapon or other material designed to cause pain or injury. (grades k-5)	★	3-day susp.	5-day susp. and •VSB	expulsion and •VSB
(grades 6-8)	3-day susp.	5-day susp. and •VSB	expulsion and •VSB	
(grades 9-12)	5-day susp. and •VSB	expulsion and •VSB		
6. Arson – Intentional destruction or damage to school or district buildings or property by means of fire. (grades k-12)	expulsion, restitution and •VSB			
7. Assault: Aggravated – Committing an assault upon another person with a weapon or a device used as a weapon, or an assault upon another person that inflicts “substantial bodily harm” as that term is defined in Minnesota’s criminal code. (grades k-12)	expulsion and •VSB			
8. Assault: Physical – Acting with intent to cause fear in another person of immediate bodily harm or death, or intentionally bullying, inflicting or attempting to inflict bodily harm upon another person. Upon a student (grades k-5)	★	1-day susp.	3-day susp. and •VSB	5-day susp. and •VSB
Upon a staff member (grades k-5)	★ and •VSB	1-day susp. and •VSB	3-day susp. and •VSB	5-day susp. and •VSB
Upon a student (grades 6-12)	5-10 day susp. and •VSB	expulsion and •VSB		
Upon a staff member, including agents, volunteers and School Resource Officers (grades 6-12)	expulsion and •VSB			
Refusing to obey an order to cease striking, hitting, or attacking another student with the intent to cause physical harm. (grades 6-12)	10-day susp and VSB	expulsion and VSB		

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
9. Assault: Verbal, Written or Otherwise Expressed – Confrontation with a student or staff member through statements or actions which bullies, intimidates, threatens or causes fear of bodily harm or death, including through the use of electronic communication.				
Upon a student or staff member (grades k-5)	★	1-day susp.	3-day susp.	5-day susp. and •VSB
Upon a student (grades 6-8)	1-day susp.	3-day susp.	5-day susp. and •VSB	expulsion and •VSB
Upon a student (grades 9-12)	3-day susp.	5-day susp. and •VSB	expulsion and •VSB	
Upon a staff member (grades 6-12)	5-day susp. and •VSB	expulsion and •VSB		
10. Bodily Harm, Inflicting – Committing a reckless or negligent act that inflicts bodily harm upon another person.				
(grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12)	1-day susp.	3-day susp.	5-day susp.	expulsion
11. Bullying – Bullying is subject to discipline under other categories including, but not limited to, abuse, assault, harassment and cyberbullying, including through the use of other electronic communication. See Administrative Regulation 503.8AR, Bullying Prohibition.				
12. Burglary – Entering a building or a specific area of a building without consent and with intent to commit a crime, or entering a building without consent and committing a crime.				
(grades k-5)	3-day susp. and restitution	expulsion and restitution		
(grades 6-12)	expulsion and restitution			
13. Chemicals: Intent to Sell, Give or Share – Selling, giving or sharing chemicals or drug paraphernalia, or intending or offering to sell, give or share chemicals or drug paraphernalia, including through electronic communication. (See definition of “chemicals and “drug paraphernalia” on page 12.)				
(grades 6-12)	expulsion			

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
14. Chemicals: Possession, Under the Influence, Attempted Possession or Use – Possessing, being influenced by the use of, attempting to possess or using any chemical or possessing or using drug paraphernalia, including through electronic communication. (See definition of “chemicals and “drug paraphernalia” on page 12.)				
(grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12) – Drugs other than those listed below will result in the following consequences.	5-day susp. with chemical assessment or 10-day susp.	10-day susp. with chemical assessment and agreement to follow assessment recommendations or expulsion	expulsion	
(grades 6-12) – Certain felony-level drugs, specifically cocaine, ecstasy (MDMA), heroin, prescription opioids, nonmedical methamphetamine (meth) and psilocybin (magic mushroom), will result in expulsion.	expulsion			
15. Cyberbullying – Inappropriate use of technology or other electronic communication including, but not limited to, a transfer of a sign, signal, writing, image, sound or date, including a post on a social network Internet website or forum, transmitted through a computer, cell phone or other electronic device to bully another. Cyberbullying is prohibited on school premises, during school functions or activities, on school transportation, or on school computers, networks, forums and mailing lists, or off the school premises to the extent such use substantially and materially disrupts student learning or the school environment. Students may also be disciplined under other qualifying categories listed within this document.				
(grades k-5)	★	★	★	1-day susp.
(grades 6-8)	★	★	1-day susp.	3-day susp.
(grades 9-12)	★	1-day susp.	3-day susp.	5-day susp.

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
<p>16. Damage of or Tampering with Property (Vandalism) – Intentionally damaging or tampering with property that belongs to the school, district, other students, employees or others. <i>(Note: Damaging or tampering with safety and security equipment [e.g., fire extinguishers, Automated External Defibrillators {AEDs}, surveillance cameras/equipment, fire alarm sensors, sprinkler systems] will automatically result in consequences beginning at the 2nd offense level.)</i></p>				
(grades k-5)	★ and restitution	1-day susp. and restitution or parent shadow and restitution	3-day susp. and restitution	5-day susp., restitution and •VSB
(grades 6-8)	★, 1-day susp. and restitution	3-day susp. and restitution	5-day susp., restitution and •VSB	expulsion, restitution and •VSB
(grades 9-12)	3-day susp. and restitution	5-day susp., restitution and •VSB	expulsion, restitution and •VSB	
Damage of Property (Vandalism) – Greater than \$500 damage (grades 9-12)	5-day susp. and restitution	expulsion, •VSB and restitution		
Damage of Property (Vandalism) - Greater than \$1,000 damage (grades 9-12)	10-day susp. and restitution	expulsion, •VSB and restitution		
<p>17. Dress – Clothing may not include words or visuals which are lewd*, obscene*, disruptive*, abusive* or discriminatory*, or which advertise drugs, alcohol or tobacco. Dress or grooming which is disruptive to the classroom or school atmosphere is not allowed. Shoes must be worn at all times for health and safety reasons. Secondary school students may not wear facemasks, clothing, or any item that would prevent the student from being immediately identifiable. Exceptions may be authorized by school administrators.</p>				
(grades k-5)	★	★	1-day in-school susp.	3-day susp.
(grades 6-12)	★	1-day susp.	3-day susp.	5-day susp.

* **Lewd and Obscene** is defined as follows: 1) The average person, applying contemporary community standards, would find that the clothing taken as a whole appeals to the prurient interest of minors of like age; 2) The clothing depicts or describes sexual conduct in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of like age, and 3) The clothing taken as a whole lacks serious literary, artistic, political or scientific value for minors.

* **Disruptive** is defined as reasonably forecasted to materially and substantially interfere with the requirements of appropriate discipline in the operation of the school or the work of the school or to infringe on the rights of other students.

* **Abusive** is defined as insulting, contemptuous or defamatory.

* **Discriminatory** is defined as demonstrating prejudice against groups or individuals, as referred to in the district’s anti-discrimination policy.

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
18. Driving, Careless or Reckless – Driving on school property in such a manner as to endanger persons or property. (grades 9-12)	★; may include revocation of parking permit	3-day susp.; may include revocation of parking permit	5-day susp.; may include revocation of parking permit	expulsion
19. Fighting – Adversarial physical contact (differentiated from poking, pushing, shoving or scuffling) in which one or both of the parties contributed to the situation by verbally instigating a fight and/or physical action. (grades k-5)	★	★	1-day susp.	3-day susp. and •VSB
(grades 6-8)	1-day susp.	3-day susp.	5-day susp. and •VSB	expulsion and •VSB
(grades 9-12)	3-day susp.	5-day susp. and •VSB	expulsion and •VSB	
20. Fighting, Promoting/Instigating a Fight – Contributing to a fight verbally or through behavior, including through the use of electronic communication. (grades 6-8)	1-day susp.	3-day susp.	5-day susp. and •VSB	5-day susp. and •VSB
(grades 9-12)	1-day susp.	3-day susp.	5-day susp. and •VSB	expulsion and •VSB
21. Fire Extinguisher, Unauthorized Use – Unauthorized handling of a fire extinguisher or fire alarm sensors. (grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12)	5-day susp.	expulsion		
22. Fireworks or Combustibles, Possession – Possessing or offering for sale any substance, combination of substances or articles prepared to produce a visible or audible effect by combustion, explosion, deflagration or detonation. (grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12)	3-day susp.	5-day susp.	expulsion	
23. Fireworks or Combustibles, Use – Using or igniting any substance, combination of substances or articles prepared to produce a visible or audible effect by combustion, explosion, deflagration or detonation. (grades k-5)	★	3-day susp.	5-day susp.	expulsion
(grades 6-8)	3-day susp.	5-day susp.	expulsion	
(grades 9-12)	5-day susp.	expulsion		

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
24. Gambling – Playing a game of chance for stakes.				
(grades k-5)	★	★	★	1-day susp. or parent shadow
(grades 6-8)	★	★	1-day susp.	3-day susp.
(grades 9-12)	★	1-day susp.	3-day susp.	5-day susp.
25. Harassment – Participating in or conspiring with others to engage in acts that injure, bully, degrade, intimidate or disgrace other individuals, including indecent exposure, displaying pornography, and harassing words or actions that negatively impact on an individual or group because of their characteristics, including through the use of electronic communication. Harassment based upon an individual or group’s sex, race, religion, color, creed, national origin, marital status, familial status, disability, status with regard to public assistance, sexual orientation, age or genetic information shall also be handled in accordance with 503.4AR, Harassment, Discrimination, Violence or Hazing.				
(grades k-3)	★	★	1-day susp. or parent shadow	3-day susp.
(grades 4-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-8)	★	1-day susp.	5-day susp.	expulsion
(grades 9-12)	1-day susp.	3-day susp.	5-day susp.	expulsion
26. Hazing – Committing an act against a student or coercing a student into committing an act that creates a substantial risk of harm or holds a student up to ridicule in order for the student to be initiated into or affiliated with a student organization, group or club, including through the use of electronic communication. Hazing shall also be handled in accordance with 503.4AR, Harassment, Discrimination, Violence or Hazing by a Student.				
(grades 6-8)	1-day susp.	3-day susp.	5-day susp.	expulsion
(grades 9-12)	3-day susp.	5-day susp. and •VSB	expulsion and •VSB	
27. Incendiary Devices – Unauthorized possession or igniting of matches, lighters and other devices that produce flames.				
(grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12)	1-day susp.	3-day susp.	5-day susp.	expulsion

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
28. Interference, Disruption or Obstruction – Any action taken to attempt to prevent one or more staff members or students from exercising their assigned duties, including loud speech, shouting, screaming or through the use of electronic communication.				
(grades k-5)	★	★	★	1-day susp. or parent shadow
(grades 6-8)	★	★	1-day susp.	3-day susp.
(grades 9-12)	★	1-day susp.	3-day susp.	5-day susp.
29. Lewd Behavior – Sexual conduct that is considered indecent or offensive or other indecent behavior, including public urination. Lewd behavior that occurs on a school bus will also result in a 5-day bus suspension for a first offense and an expulsion from the bus for a second offense for students in grades 9-12.				
(grades k-3)	★	★	1-day susp. or parent shadow	3-day susp.
(grades 4-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-8)	★	1-day susp.	5-day susp.	expulsion
(grades 9-12)	1-day susp.	3-day susp.	5-day susp.	expulsion
30. Mace, Pepper Gas or Taser Possession – Possession of mace, pepper gas, tasers or similar substances designed to cause pain or injury.				
(grades k-5)	★	3-day susp.	5-day susp.	expulsion and •VSB
(grades 6-8)	3-day susp.	5-day susp. and •VSB	expulsion and •VSB	
(grades 9-12)	5-day susp. and •VSB	expulsion and •VSB		
31. Nuisance and/or Recording Devices – Causing a nuisance with objects that cause distractions, such as MP3 players (iPods), radios, headsets, cellular phones, universal remote controls, laser pointers, etc. This includes, but is not limited to, causing a nuisance through the non-curricular use of cameras, cell phones or other devices for photographic, audio, video, or digital recording and/or sharing of those recordings without staff permission. Students who violate this provision may be prohibited from possessing their device in school for up to 45 days in addition to the consequences listed below.				
(grades k-5)	★	★	1-day susp. or parent shadow	3-day susp.
(grades 6-12)	1-day susp.	3-day susp.	5-day susp.	10-day susp.
Involving staff (grades 6-12)	3-day susp.	5-day susp.	10-day susp.	

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
32. Physical Contact – Staff – Making unwanted physical contact with a staff person while engaging in deliberately insubordinate conduct.				
(grades k-5)	★	★	1-day susp. or parent shadow	3-day susp.
(grades 6-12)	5-day susp. and •VSB	10-day susp. and •VSB	expulsion and •VSB	
33. Pornography Possessing – Creating or accessing sexually explicit material, including through the use of electronic communications or materials.				
(grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-8)	★	1-day susp.	3-day susp.	5-day susp.
(grades 9-12)	★	3-day susp.	5-day susp.	5-day susp.
34. Pornography Sharing – Sharing pornography including through the use of electronic communications or materials, such as sexting.				
(grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-8)	1-day susp.	3-day susp.	5-day susp.	
(grades 9-12)	3-day susp.	5-day susp.	5-day susp.	
35. Propping, Rigging, Disabling or Misusing a Secure Door – Any action which causes a door to be unsecured in order to facilitate subsequent re-entry or unauthorized use of an emergency exit.				
(grades k-8)	★			
(grades 9-12)	★	1-day susp.	3-day susp.	
36. Records or Identification Falsification – Falsifying signatures, data, or school documents, or refusing to give proper identification or giving false information to a staff member.				
(grades k-5)	★	★	1-day susp. or parent shadow	3-day susp.
(grades 6-8)	★	1-day susp.	3-day susp.	5-day susp.
(grades 9-12)	★	3-day susp.	5-day susp.	5-day susp.

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
37. Robbery or Extortion – Obtaining property from another person where his or her consent was induced by use of force, threat of force or under false pretenses, including through the use of electronic communication.				
(grades k-5)	★ and restitution	1-day susp. and restitution or parent shadow and restitution	3-day susp. and restitution	5-day susp., restitution and •VSB
(grades 6-8)	3-day susp. and restitution	5-day susp., restitution and •VSB	expulsion, restitution and •VSB	
(grades 9-12)	expulsion, restitution and •VSB			
38. Sexual Violence – A physical act of non-consensual, intentional touching of another person’s intimate parts under their clothing OR the intentional touching of another person’s intimate parts under their clothing where the consent of the victim is not a defense under Minnesota’s criminal code. (For more information, refer to 503.4AR, Harassment, Discrimination, Violence or Hazing by a Student.)				
(grades 6-8)	5-day susp. and •VSB	expulsion and •VSB		
(grades 9-12)	expulsion and •VSB			
39. Technology-Related				
Unauthorized access or activity in a secured area of computer or network (trespassing) (grades k-5)	★	★	1-day susp. or parent shadow	3-day susp.
Unauthorized access or activity in a secured area of computer or network through the use of any electronic communication or device (trespassing) (grades 6-12)	3-day susp.	5-day susp.	expulsion	
Non-school use of technology (grades 6-12)	★	★	1-day susp.	3-day susp.
Unauthorized adding or altering of hardware/software on a workstation or server (damage of property) (grades 6-12)	3-day susp. and restitution	5-day susp. and restitution	expulsion and restitution	
Other violations of 503.7AR, Acceptable Use of Information Technology - Students (grades 6-12)	★	★	1-day susp.	3-day susp.

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
40. Theft, or Knowingly Receiving or Possessing Stolen Property – Unauthorized taking of the property of another person or receiving or possessing such property. (For more information about theft related to the use of information technology, refer to 503.7AR, Acceptable Use of Information Technology - Students.)				
(grades k-5)	★ and restitution	★ and restitution	1-day susp. and restitution or parent shadow and restitution	3-day susp. and restitution
(grades 6-12)	1-day susp. and restitution	3-day susp. and restitution	5-day susp. and restitution	expulsion and restitution
Theft, or Knowingly Receiving or Possessing Stolen Property – with a value over \$50 (grades 6-12)	3-day susp. and restitution	5-day susp. and restitution	expulsion and restitution	
Theft or Knowingly Receiving or Possessing Stolen Property – with a value over \$500 (grades 6-12)	5-day susp. and restitution	expulsion and restitution		
Theft or Knowingly Receiving or Possessing Stolen Property – with a value over over \$1,000 (grades 6-12)	expulsion and restitution			
41. Threat of Bomb or Violence – With the purpose of terrorizing another or with reckless disregard of the risk of causing terror in another, directly or indirectly communicating a threat of a bomb or other act of violence against the school or another individual, including through the use of electronic communication.				
(grades k-5)	★	1-day susp.	3-day susp. and •VSB	5-day susp. and •VSB
(grades 6-8)	5-day susp. and •VSB	expulsion and •VSB		
(grades 9-12)	expulsion and •VSB			
42. Tobacco and E-Cigarettes, Possessing – Possessing, or using, tobacco or e-cigarettes (including, liquid or electronic cigarettes, vape pens and other devices, e-cigars or electronic hookah pens) in district buildings, on district grounds, in district vehicles or at district events in violation of 406.5AR, Tobacco-Free Environment. Use in a classroom or on a school bus will automatically result in consequences beginning at the 2nd offense level. In addition to the listed consequences, K-5 students will receive a bus expulsion for a 4th offense on a bus and 6-12 students will receive a bus expulsion for a 3rd offense on a bus.				
(grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12)	★	1-day susp.	3-day susp.	5-day susp.

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
43. Tobacco and E-Cigarettes, Intent to Sell, Give or Share – Selling, giving or sharing tobacco or e-cigarettes (including liquid or electronic cigarettes, vape pens, e-cigars or electronic hookah pens) in district buildings, on district grounds, in district vehicles or at district events in violation of 406.5AR, Tobacco-Free Environment. In addition to the listed consequences, K-5 students will receive a bus expulsion for a 3rd offense on a bus and 6-12 students will receive a bus expulsion for a 2nd offense on a bus.				
(grades k-5)	★	1-day susp. or parent shadow	3-day susp.	5-day susp.
(grades 6-12)	3-day susp.	5-day susp.	10-day susp.	expulsion
44. Trespassing – Being present in any district facility or portion of a district facility when it is closed to the public or when the student does not have the authorization to be there, or unauthorized presence in a district vehicle.				
(grades k-5)	★	★	1-day susp. or parent shadow	3-day susp.
(grades 6-8)	★	1-day susp.	3-day susp.	5-day susp.
(grades 9-12)	3-day susp.	5-day susp.	expulsion	
45. Vehicle, Unauthorized Use – Occupying or using vehicles during school hours without school authorization. (grades 9-12)	1-day susp.; may include revocation of parking permit	3-day susp.; may include revocation of parking permit	5-day susp.; may include revocation of parking permit	5-day susp.; may include revocation of parking permit
Refusal to comply with parking regulations. (grades 9-12)	★	1-day susp.; may include revocation of parking permit	3-day susp.; may include revocation of parking permit	5-day susp.; may include revocation of parking permit
46. Weapon or Look-alike Weapon, Possession – Possessing any firearm, whether loaded or unloaded, or any device intended to look like a firearm; any knife; any device or instrument designed as a weapon and capable of producing severe bodily harm, or intended to look like a device or instrument capable of producing severe bodily harm; or any other device, instrument, substance or explosive which, in the manner in which it is used or intended to be used, is calculated or likely to produce severe bodily harm or looks like it is calculated or likely to produce severe bodily harm.				
Look-alike weapon possession (grades k-5)	★	1-day susp.	3-day susp.	5-day susp. and •VSB
Weapon, possession (grades k-5) <i>(NOTE: State law requires expulsion if the weapon is a firearm.)</i>	★ to expulsion and •VSB			
Weapon or look-alike weapon, possession (grades 6-12)	expulsion and •VSB			

• VSB = violent student behavior notification (see Section 4)

6. **Misbehaviors in District Vehicles** – Violation of the behavior rules listed above may result in denial of transportation privileges in addition to the consequences listed. In addition to the items listed above, students are expected not to engage in the following activities in district vehicles.

MISBEHAVIORS IN DISTRICT VEHICLES	1st Offense	2nd Offense	3rd Offense	4th Offense
47. Eating/Drinking on the Bus – Due to the dangers of choking and of allergic reactions to food, eating and drinking are not allowed on the bus.				
(grades k-5)	★	★	1-day bus susp.	3-day bus susp.
(grades 6-12)	★	1-day bus susp.	3-day bus susp.	5-day bus susp.
48. Improper Boarding or Departing – Getting on or off the bus in a manner which could cause injury to self or others.				
(grades k-5)	★	★	1-day bus susp.	3-day bus susp.
(grades 6-12)	★	1-day bus susp.	3-day bus susp.	5-day bus susp.
49. Not Remaining Seated when the bus is in motion (as required by Minnesota Statute 169.447), including not keeping hands, arms, legs and head inside the bus.				
(grades k-5)	★	★	1-day bus susp.	3-day bus susp.
(grades 6-12)	★	★	1-day bus susp.	3-day bus susp.
50. Pushing, Shoving or Scuffling				
(grades k-3)	★	★	★	1-day bus susp.
(grades 4-5)	★	★	1-day bus susp.	3-day bus susp.
(grades 6-12)	★	1-day bus susp.	3-day bus susp.	5-day bus susp.

• VSB = violent student behavior notification (see Section 4)

MISBEHAVIORS IN DISTRICT VEHICLES (continued)	1st Offense	2nd Offense	3rd Offense	4th Offense
51. Tampering With or Damage of Emergency or Safety Equipment – Unauthorized handling of emergency or safety equipment on the bus, including first aid kits, fire extinguishers, cameras, two-way radios and emergency doors, windows or hatches, or crossing/patrol flags.				
(grades k-5)	★ and restitution	1-day bus susp. and restitution	3-day bus susp. and restitution	5-day bus susp. and restitution
(grades 6-8)	1-day bus susp. and restitution	3-day bus susp. and restitution	5-day bus susp. and restitution	expulsion from bus and restitution
(grades 9-12)	3-day bus susp and restitution	5-day bus susp and restitution	expulsion from bus and restitution	
52. Throwing, Shooting or Spraying of Objects or Propellants – Throwing or shooting any items inside a bus, from outside to inside or from inside to outside a bus. Any spraying of propellants such as cologne, paint, etc. while on the bus.				
(grades k-5)	★	1-day bus susp.	3-day bus susp.	5-day bus susp.
(grades 6-12)	★	3-day bus susp.	5-day bus susp.	expulsion from bus
53. Use of Nuisance and/or Recording Devices on a School Bus – Using nuisance devices including, but not limited to, laser pointers, cellular phones, cameras or electronic devices on a school bus in a way that disrupts the safe transportation of students and/or endangers students or employees.				
(grades k-5)	★	★	1-day bus susp.	3-day bus susp.
(grades 6-12)	1-day bus susp.	3-day bus susp.	5-day bus susp.	10-day bus susp.

• VSB = violent student behavior notification (see Section 4)

-
- References:**
- Gun-Free School Zones Act of 1990, 18 U.S.C.A., 921-924
 - Minnesota Statute 120A.22, subd. 7, Educational records
 - Minnesota Statute 120A.34, Violations; Penalties
 - Minnesota Statute 121A.03, Model policy on sexual, religious and racial harassment and violence
 - Minnesota Statute 121A.05, Policy to Refer Firearms Possessor
 - Minnesota Statutes 121A.40 – 121A.56, Pupil Fair Dismissal Act
 - Minnesota Statute 121A.44, Expulsion for Possession of Firearms
 - Minnesota Statute 121A.59, Bus Transportation a privilege not a right
 - Minnesota Statute 121A.61, Discipline and removal of students from class
 - Minnesota Statute 121A.64, Notification; teachers' legitimate educational interest
 - Minnesota Statute 121A.69, Hazing
 - Minnesota Statute 121A.75, Receipt of records; sharing
 - Minnesota Statute 169.447, School bus and Head Start bus safety
 - Minnesota Statute 609.685, Sale of tobacco to children