Virgin Valley High School
Disciplinary Procedures
2017-2018

Virgin Valley High School has established the following discipline plan for the progressive discipline of pupils and on-site review of disciplinary decisions. The plan was developed with the input and participation of teachers, other educational personnel (counselors, strategists and specialists), support personnel, and the parents and guardians of pupils who are enrolled in the school. The plan has been developed in accordance with written rules of behavior prescribed in NRS 392.463 and NRS 392.4644.

It includes, without limitation, provisions designed to address the specific disciplinary needs and concerns of the school. The plan provides for the temporary removal of a pupil from a classroom in accordance with NRS 392.4645. The plan was reviewed and developed by the Discipline Committee. The plan was reviewed and revised by administration, teachers, other educational personnel, support staff personnel, and parents. The review and revisions were made continually and collaboratively as requested following monthly discipline committee meetings, weekly administrative meetings, and monthly Parent Advisory Committee meetings. A copy of this plan is located in the main office lobby and posted electronically on the school website for public inspection.

HABITUAL DISCIPLINARY PROBLEM CRITERIA

A student will be considered a Habitual Disciplinary Problem if written evidence documents that within one school year the student has:

1. Threatened or extorted, or attempted to threaten or extort, another student or school employee two or more times; or

2. Has a record of five suspensions for any reason. And

3. Has not entered into and participated in a behavior plan

A student who is declared a Habitual Disciplinary Problem (NRS 392.4655) will be suspended from school for a period not to exceed one school semester as determined by the seriousness of the acts which were the basis for the discipline or expelled from school under extraordinary circumstances as determined by the principal of the school.

Habitual Disciplinary Declaration

If two teachers of a pupil enrolled at Virgin Valley High School request that the principal deem a student a Habitual Disciplinary Problem, the principal will meet with each teacher to review the student's discipline record. If, after the review, the principal determines the student does not meet the criteria of a Habitual Disciplinary Problem, the teacher(s) submitting the request may appeal that determination to the Board of School Trustees.

PROCEDURES FOR CRITERIA # 1

Virgin Valley High School will process threats, extortion incidents, or any attempt thereof using existing expulsion procedures, however, in order to be considered Habitual Disciplinary Problem under current statute, the act of threatening or extorting, or attempting to threaten or extort, must have been documented at least twice during one school year. Habitual Disciplinary Problem language will be included in addition to identifying the infraction when preparing expulsion paperwork (CCF-571). Legacy will provide a written notice seven days prior to declaring a student a Habitual Disciplinary Problem to the parent or legal guardian that contains:
1) A description of the act(s).
2) Dates on which the act(s) were committed.
3) An explanation that pursuant to NRS 392.466, a student declared a Habitual Disciplinary Problem may be suspended from school for a period not to exceed one school semester as determined by the seriousness of the acts which were the basis for the discipline or expelled from school under extraordinary circumstances as determined by the principal of the school.

A student who is determined to have documented infractions in the progression of those identified under statute relevant to Habitual Disciplinary Problem may enter into a voluntary behavior plan designed to prevent the student from being deemed Habitual Disciplinary Problem and may include, without limitation:

1) A plan for graduating if the student is credit deficient and not likely to graduate according to schedule;
2) Information on alternative schools;
3) A voluntary agreement by the parent/guardian to attend school with the student;
4) A voluntary agreement by the student and parent/guardian to attend counseling;
5) A voluntary agreement by the student and the parent/guardian for the student to attend summer school, intersession school, or Saturday School.

If the student commits the same act for which the notice was provided after he/she enters into a plan of behavior, the student shall be deemed to have not successfully completed the plan of behavior and may be deemed a Habitual Disciplinary Problem.

HABITUAL DISCIPLINARY PROBLEM PROCEDURES FOR CRITERIA # 2

Following a student's fourth suspension, Virgin Valley High School will provide written notice to the parent or legal guardian that contains:

1) Description of the act committed by the pupil.
2) Date the act was committed.
3) An explanation that if the student is suspended five times within one school year, the student will be deemed a Habitual Disciplinary Problem.
4) An explanation that pursuant to NRS 392.466, a student declared a Habitual Disciplinary Problem may be suspended from school for a period not to exceed one school semester as determined by the seriousness of the acts which were the basis for the discipline or expelled from school under extraordinary circumstances as determined by the principal of the school.

If the referral is contested, due process will occur prior to submitting the packet to Education Services Division. The last level of appeal for these students is the CCSD Board of Trustees.

BEHAVIOR PLAN PRIOR TO DECLARATION

Before a student is deemed a Habitual Disciplinary Problem, if within one school year, a student is suspended one time for threatening or extortion, or attempting to threaten or extort, another student or school employee; or if the student has been suspended four times, a plan of behavior will be developed with the parent and student. A student may enter into one behavior plan per school year. The plan, without limitation, may include a voluntary agreement for:

1) A plan for graduating if the student is credit deficient and not likely to graduate according to schedule;
2) Information on alternative schools;
3) A voluntary agreement by the parent/guardian to attend school with the student;
4) A voluntary agreement by the student and parent/guardian to attend counseling;
5) A voluntary agreement by the student and the parent/guardian for the student to attend summer school, intersession school, or Saturday School.

If the student violates the conditions of the plan or commits the same act for which notice was provided (i.e. commits a second extortion or attempted extortion; or receives a fifth suspension) after he/she enters into a plan of behavior, the student shall be deemed a Habitual Disciplinary Problem.

The parent/legal guardian of a student who has entered into a plan of behavior may appeal the contents of the behavior plan to the Board of School Trustees.

DUE PROCESS NOTIFICATION—Virgin Valley High School will provide due process notification to each parent at least seven days before the school deems the student a Habitual Disciplinary Problem.

STEPS TEACHERS MUST TAKE PRIOR TO AB 521 REFERRAL

AB 521 is an option teachers have for a student who has engaged in behavior that seriously interferes with the ability of the teacher to teach and the other students to learn. Before a student's behavior reaches this level of severity, the teacher must attempt to correct the student's behavior through progressive discipline. According to AB 521, progressive discipline must be followed in the classroom before requesting that a student be temporarily removed. Teachers will complete the following interventions before submitting an AB 521 referral:

1. Conference with student.
2. Parent contact by phone.

3. If the student's family has no phone, a copy of the parent contact form must be mailed home.
4. Assign teacher detention- (teacher discretion).
5. Counselor referral.
6. Referral to Dean for disruptive behavior.

These steps must be documented, and documentation must be submitted with an AB 521 referral.

Assembly Bill 521 (Temporary removal of student)

The Virgin Valley High School Discipline Plan provides for the temporary removal of a student from a classroom if, in the judgment of the teacher, the student has engaged in behavior that **seriously** interferes with the ability of the teacher to teach the other students in the classroom and with the ability of the other students to learn.

Progressive Discipline will be followed within the classroom as explained, and may include such things as: verbal warning, parent contact, detention, counselor referral, and Dean's referral. If a student is removed by teacher, the administrator will explain to the student the reason for the removal and the student will have an opportunity to respond. The administrator will contact the parent within 24 hours. A temporary, alternative placement will be given to the student unless the student is suspended or expelled for disciplinary action.

A conference with the student, parent, administrator, and teacher will be held within three days of the incident. Since it was the teacher that ordered the removal of the student, not the administrator, during the conference, the teacher must provide an explanation of the reasons for the removal and the parent must be given an opportunity to respond. Upon completion of the conference, the administrator will recommend whether the student returns to the classroom or remains in alternative placement for additional time. If the administrator recommends that a student be returned to the classroom from which he/she was removed and the teacher who removed the student does not agree with the recommendation, the administrator shall continue with the temporary alternative placement and will immediately convene a meeting of the AB 521 Committee. The parent will be informed of the meeting.

The committee will convene to review temporary alternative placement. If the committee membership includes the teacher who removed the student, that teacher shall not participate in the deliberation on that case. The AB 521 Committee will review the circumstances of the student's removal and behavior. Based upon its review, the committee shall assess the best placement available for the student and shall, without limitation 1) Direct that the student be returned to the classroom from which he was removed; 2) Assign the student to another classroom; 3) Assign the student to an alternative school of education (Behavior School) if available or appropriate; 4) Recommend suspension or expulsion in accordance with NRS 392.467; or 5) Take any other appropriate disciplinary action against the student that the committee deems necessary.

AB521 Committee Members 2017-2018

Vonda Humphrey/Dean
J. Wright
T. Griffiths
D. Leavitt
H. Slack

Members of this committee were selected based on their diverse, educational backgrounds and willingness to volunteer their time.

SPECIAL EDUCATION STUDENTS --Assembly Bill 14

If a student has a disability and is participating in special education, the student may be suspended or expelled from school in the same manner as a student without a disability if the behavior is not a manifestation of his/her disability. Part B of the Individual With Disabilities Education Act (IDEA) and established disciplinary procedures will be met when declaring a special education student a Habitual Disciplinary Problem.

The Individuals with Disabilities Education Act, the Americans with Disabilities Act of 1990, Title V of the Rehabilitation Act of 1973, any other federal law applicable to children with disabilities, and the procedures adopted by the CCSD board of trustees will be reviewed for students with disabilities and/or participating in special education pursuant to NRS 388.440 to 388.520 to be removed under AB 521.

Virgin Valley High School 2017-2018 Progressive Discipline Plan

INFRACTION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE	FOURTH OFFENSE
Alcohol Possession/Use (Involve Police)	RPC-T/Hope 2 Program Enrollment in Drug Program	RPC-T/ Hope2/SAAP		
Arson (Involve Police)	RPC-T/ Hope2	RPC-T/SUS/Hope 2 Program Behavior Program		
Assault to Adult	SUS Pending EXP			
Automobile Misuse	RPC - T	RPC-T/Hope2	RPC-T/Hope2/ Revoke Privileges	RPC-T/Hope2
Battery - Student (Involve police)	RPC-T/ SUS Pending EXP Event will be deemed as Bullying			
Battery - Employee (Involve police)	RPC-T/SUS Pending Exp			
Bullying/Cyber Bullying	RPC-A	RPC-T/Possible SUS	SUS/Possible Hope 2 or	Hope 2 Program/Behavior Program
Bus Citation	Follow Bus Referral	Follow Bus Referral	Follow Bus Referral	Follow Bus Referral
Campus Disruption (May involve police)	RPC-T /Hope2	RPC-T (Possible Hope2 Pending Behavior Program)	RPC-T (Possible Hope2 Pending Behavior Program)	
Classroom Disruption (Minor) see last page	Classroom Progressive Disc. Parent Contact –RPC-A	RPC-T	RPC/ Hope2	RPC/ Hope2 Behavior Program

Classroom Disruption (Major)	RPC-T (See last page for details.)	RPC-T/1- Hope2	RPC-T/ Hope2	RPC-T/ Hope2
Computer Misconduct	Minor – RPC-A Major-RPC-T	RPC-T/ Hope2 Loss of privileges	RPC-T/ Hope2	
Controlled Substance Use or Possession (Involve police)	RPC-T/ Hope2/SAAP	RPC-T/Hope 2	RPC-T/ Hope2/Behavior Program	
Controlled Substance Sale and/or Distribution (Involve police)	RPC-T/ SUS Pending EXP/possible Hope 2 Program			
Controlled Substance Paraphernalia	RPC-T/SUS/Drug Program/Hope 2 Program	RPC/SUS /Hope 2/Behavior Program		
Detention NO-Show	RPC-A/Reschedule Detention	RPC-T/Manditoy attendance	RPC-T/SUS	RPC-T/SUS/Possible Hope 2
Disorderly Conduct student profanity/gestures towards students	Student Conference Parent Contact - (RPC - A)	RPC-T	RPC-T/SUS	RPC-T/SUS/Possible Hope 2
Distribution of Porn	SUS Pending EXP			
Dress Code	Warning/Parent contact	RPC-A	RPC-T	SUS/Possible Hope 2
Explosive Devices (Involve police)	RPC-T/suspension Pending Expulsion, Confiscate Items			
Fighting Physical Altercation	RPC-T/SUS Hope 2 Program	RPC-T/SUS Hope 2 Progam	RPC-T/SUS Hope 2 Progam/Behavior Program	RPC-T/SUS Hope 2 Progam/Behavior Program
Fighting Verbal Altercation	RPC-T /1-3 day SUS	RPC-T/ 3 - 5 SUS	RPC-T/SUS Pending Hope 2 Program	
Forgery	RPC-A (Minor)	RPC-T/SUS (Possible Hope 2 Program)	RPC-T/SUS Hope 2 Program/Expulsion	

(May Involve police)	RPC-T (Major)			
Gambling	RPC-T, 3 day SUS ($$ involved) Behavior Contract	RPC-T/ 5 day SUS	RPC-T/SUS Pending Hope 2 Program/Expulsion	
Gang (fighting)	RPC-T/SUS Pending /possible Hope 2 Program	RPC-T/SUS Pending /possible Hope 2 Program	RPC-T/SUS Pending /possible Hope 2 Program	RPC-T/SUS Pending /possible Hope 2 Program/Exp. Behavior Program
Gang Activity (Involve police)	RPC-T/SUS Behavior Program Referral			
Habitual Disregard of School Rules	RPC-T/Possible SUS/Hope 2, Behavior Contract	RPC-T/SUS Pending possible Hope 2	RPC-T/SUS Pending possible Hope 2/Behavior Program	
Harassment - Threats towards students	Parent Contact - RPC-A/T Harassment Contract Major-RPC-T/ Hope 2	RPC-T/ 3 day SUS RPC-T/possible Hope 2/ Pending Behavior Program	RPC-T/ 5 day SUS	Pending Hope 2/Behavior Program
Immoral Conduct	RPC-T/SUS	RPC-T/SUS	RPC-T/possible Hope 2/ SUS Pending Behavior Program	
Incitement (May Involve police)	RPC-T (Possible SUS/Hope 2) Behavior Contract	RPC-T/ 3 day SUS (Possible Hope 2/possible Behavior Program)	RPC-T / 5 day SUS Pending Hope 2/Behavior Program	
Insubordination	Student Conference Parent Contact - RPC-A	RPC-T	RPC-T/SUS	RPC-T/SUS Pending Hope 2
Leaving Campus/Class without permission	Conf with student Campus -RPC-T/Truancy Letter	Campus - RPC-T/SUS Truancy Letter	Campus - RPC-T/SUS Truancy Letter	RPC-T/SUS /Possible Hope 2 Citation
Nuisance Items (Minor)	Student Conference Confiscate-return parents	RPC-T Confiscate Item	RPC-T/SUS Confiscate Item	RPC-T/SUS/(Possible Hope 2) Confiscate Item
Nuisance Items (Major) Portable Comm. Devices	Student Conference Confiscate-return parents	RPC-T Confiscate until end of sem.	RPC-T/SUS Confiscate Item	RPC-T/SUS/(Possible Hope 2) Confiscate Item

Possession of Stolen Property (under $500)	RPC-T/possible Hope 2	Hope 2/ SUS Pending Behavior Program		
Possession of a Weapon (non NRS)	Hope 2 Program	Hope 2/SUS Pending Behavior Program		
Profanity towards Employee	RPC-T	RPC-T / 3 day SUS	RPC-T / 5 day SUS	Pending Hope 2
Robbery/Extortion (Involve Police)	RPC-T/SUS/Pending Behavior Program			
Scholastic Dishonesty	RPC-A, Counselor Referral	RPC-T	RPC-T/ 3 day SUS	RPC-T/ 5 day SUS
Sexual Assault	SUS Pending Behavior Program			
Spraying Propellants (Tear gas, pepper spray, fire extinguisher)	RPC-T/Possible SUS Behavior Contract Possible Hope 2/Expulsion	RPC-T/SUS Pending Behavior Program		
Tardies	Tardy Lock-Out/Parent Sign-In	Tardy Lock-Out/Parent Sign-In	Tardy Lock-Out/Parent Sign-In/RPC-A	Tardy Lock-Out/Parent Sign-In/RPC-T/SUS/Hope 2
Threats - Student	RPC-T Behavior Contract	RPC-T/Hope 2 SUS Pending Behavior Program	RPC-T/ SUS Pending Behavior Progam	
Threats - Employee	RPC-T/SUS Pending/Hope 2 Program	RPC-T/SUS Pending/Hope 2 Program/Behavior Program		
Theft (May Involve police)	RPC-T/SUS Compensation Behavior Contract Possible Hope 2	RPC-T/SUS Compensation RPC-T/SUS/Behavior Program		
Tobacco	RPC-T	RPC-T/3 day SUS Confiscate	RPC-T / 5 day SUS Confiscate	RPC-T / 7 day SUS Confiscate

(Possession and/or Use)	Confiscate			Possible Hope 2
Truancy **(May Involve Police)**	Parent Contact Truancy Letter	Parent Contact Truancy Letter	Parent Contact Truancy Letter	Citation
Vandalism/Destruction or Defacing Property **(May Involve Police)**	RPC/Possible SUS or STAR-On/Expulsion Compensation Behavior Contract School Beautification	RPC-T/SUS Possible STAR-On/Expulsion	RPC-T/SUS Pending STAR-On/Expulsion	
Weapons	RPC/SUS Pending Expulsion /Behavior Program			

Minor Classroom Disruptions

Sample minor infractions may include but are not limited to:

Annoying fellow students
Being rude
Disrespectful Behavior
Eating or drinking in class
Horse Playing
Insubordination
Making Derogatory comments
Not following teacher directions
Not paying attention
Not prepared for class
Off task
Out of seat
Possession of a nuisance item
Public display of affection
Running/Playing around in classroom
Talking Back
Talking loudly
Talking out of turn

Major Classroom Disruptions

Sample major infraction may include but are not limited to:

Alcohol/Tobacco use or possession
Arson
Battery on CCSD School Employee
Defiance of school personnel
Disorderly conduct
Explosive Devices
Fighting
Gang Activity
Harassment
Immoral Conduct
Incitement
Robbery or Extortion
Spray Propellants
Threats to CCSD Personnel/Student
Theft
Vandalism
Verbal Abuse
Weapons