



# Conduct and Discipline Handbook

**2026 – 2027 School Year**

**Version 2026.07.29**

**([English](#) | [Espanol](#))**

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July 29, 2026

This booklet has been prepared in compliance with state law and Summit School District policies requiring annual dissemination of district conduct and discipline codes to all parents and students. Taken as a whole, the enclosed policy excerpts constitute Summit School District's Code of Conduct and Code of Discipline. The complete detailed policy for each of the excerpts included here may be found on the [Summit School District Policy](#) page.

Since these policies are the guidelines for conduct and discipline for Summit School District, it is extremely important that you review these policies with your children. Both you, as parent, and the student are required to sign this.

[Appendix A](#) reviews the consequences of various inappropriate behaviors for both secondary and elementary students.

[Appendix B](#) outlines additional rules for students participating in athletics and other co-curricular activities.

If you or your children have school safety concerns at any time please call your school principal. You may also contact the anonymous Colorado Safe 2 Tell Hotline at 1-877-542-SAFE or make contact through the website at <http://safe2tell.org>.

We are looking forward to another year of success. Achieving excellence as a district will require your support and we look forward to partnering with you in your child's education.

Summit School District Board of Education and Administration

## **Excerpts from Administrative Policies for Parents and Students**

The Summit District Board of Education believes that all students are entitled to learn in an atmosphere which is safe, conducive to the learning process and free from unnecessary disruption. The Board and District, in accordance with applicable law, has adopted written policies and a student conduct and discipline code based upon the principle that every student is expected to follow accepted rules of conduct and to show respect for and to obey persons in authority. The code emphasizes that certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action.

In the interest of readability and space, the policies listed here are not included in their complete form. The complete content of these summarized versions may be found in the online [Administrative Policy Manual](https://www.summitk12.org/about-ssd/board-of-education) on the district website at <https://www.summitk12.org/about-ssd/board-of-education>.

Please take the time to review each of the policies listed below. An acknowledgement that you have read these policies has been included in your online registration packet. If you would like further information about any of the policies, please do not hesitate to contact your school principal or the superintendent's office.

### **IKA – Grading/Assessment Systems**

**“Grading System** – The administration and professional staff must devise a grading and/or assessment system for evaluating and recording student progress and to measure student performance in conjunction with district content standards. The records and reports of individual students will be kept in a form which will be meaningful to parents as well as teachers. The grading system will be uniform district-wide at comparable grade levels. Peer grading of student assignments and classroom assessments is permissible. The intent of this practice is to teach material again in a new context and to show students how to assist and respect fellow students.”

### **JB – Equal Educational Opportunities**

“Every student of this School District will have equal educational opportunities through programs offered in the school district regardless of disability, race, creed, color, sex, sexual orientation, gender identity/expression, immigration status, marital status, national origin, religion, ancestry, or need for special education services.”

### **JBB\* - Sexual Harassment**

“The district is committed to maintaining a learning environment that is free from sexual harassment. It is a violation of policy for any staff member to harass students or for students to harass other students through conduct or communications of a sexual nature or to retaliate against anyone that reports sexual harassment or participates in a harassment investigation. ...

Students are encouraged to report all incidences of sexual harassment to either a

teacher, counselor or principal in their school building and file a complaint, through the district's complaint process addressing sex-based discrimination. All reports and indications from students, district employees and third parties must be forwarded to the Title IX Coordinator.

The district will initiate and conduct an investigation in accordance with the appropriate procedures addressing sex-based discrimination and sexual harassment.

All matters involving sexual harassment reports must remain confidential to the extent possible as long as doing so is in accordance with applicable law and policy and does not preclude the district from responding effectively to the harassment or preventing future harassment. Filing a complaint or otherwise reporting sexual harassment will not reflect upon the individual's status or affect grades.

The District will take appropriate corrective action to make the harassed student whole by restoring lost educational opportunities, prevent harassment from recurring, or prevent retaliation against anyone who reports sexual harassment or participates in a harassment investigation.”

#### **JH - Student Interviews, Interrogations, Searches and Arrests**

“Searches may be conducted by a school official who has reasonable grounds for suspecting that a search will turn up evidence that the student has violated either the law or Board policy. When reasonable grounds for a search exist, school personnel may search a student and/or the student's personal property while on school premises or during a school activity under the circumstances outlined in this policy and may seize any illegal, unauthorized or contraband materials.

Any search conducted by a school official shall respect the privacy of the student and not be any more intrusive than necessary, considering the age and sex of the student and nature of the suspected infraction.

Whenever possible, the student shall be informed of the reason(s) for conducting the search and the student's permission to perform the search shall be requested. A student's failure to cooperate with school officials conducting a search shall be considered grounds for disciplinary action.

An administrative report shall be prepared by the school official conducting a search explaining the reasons for the search, the results and the names of any witnesses to the search.”

#### **JH – Student Absences and Excuses**

“According to state law, it is the obligation of every parent/guardian to ensure that every child under his/her care and supervision receives adequate education and training and, if of compulsory attendance age, attends school. ...

Excused absences are those absences that a parent/legal guardian informs appropriate

school staff of an absence. Parents/caregivers are allotted ten (10) total days of excused absences throughout the school year. After ten days, the school may require supporting documentation for absences (e.g., doctor's note, dentist note, mental health provider's note) in order for them to be excused. ...

An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions. Each unexcused absence will be entered on the student's record. The parents/guardians of the student receiving an unexcused absence will be notified orally or in writing of the unexcused absence. ...

The district may initiate judicial proceedings to enforce compulsory attendance laws against a student who has accumulated four (4) days of unexcused absences in any one (1) month, or ten (10) unexcused absences during any academic year. ...

The Board shall appoint an attendance officer (building principal or designee) to assist school administrators in the enforcement of this policy and to assist in identifying the reasons for and causes of nonattendance and excessive absences.”

### **JHB – Truancy**

“If a student is absent without an excuse signed by the parent/guardian or if the student leaves school or a class without permission of the teacher or administrator in charge, the student shall be considered truant.”

### **JICA – Student Dress Code**

“Mandatory and Allowable Dress:

- Students must wear a top, bottom and footwear while on school premises
- Some courses may require adjustments to attire and hair to ensure safety during academic activities (i.e. science labs, PE, electives like welding, art, culinary, etc.)
- School-sponsored extracurricular activities may require or allow for specific attire (safety gear, athletic attire, uniforms, hair tied back, etc.)

Non-Allowable Dress:

- Items that expose private parts of the body\* (Those body parts that violate indecent exposure laws in the state of Colorado (example, nipples, buttocks, genitalia.)
- Undergarments may not be worn as a primary piece of clothing (Speedos and swimsuits included)
- Items with sexually suggestive language or messages
- Items and visual representations that promote illegal or violent conduct, including but not limited to, drugs, alcohol, tobacco, weapons and/or gang affiliation
- Items that depict hate speech, intimidation or intolerance toward others
- Items that are profane or legally libelous
- Items that make the students face unidentifiable (protective masks, clothing/headgear worn for religious and medical purposes are excepted)”

### **JICC, JICC-R – Student Conduct in School Vehicles**

“After due warning, ... the principal may withhold the privilege of riding in the school vehicle. Disciplinary action may range from a written report to suspended riding privileges for up to one (1) year from the date of the suspension. ... Violations of policy may also result in student suspension, expulsion or other disciplinary interventions.”

### **JICDA – Code of Conduct**

“In accordance with applicable law and Board policy concerning student suspensions, expulsions and other disciplinary interventions the principal or designee may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off district property when the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to district property or stealing or attempting to steal district property.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Willful destruction or defacing of district property.
4. Commission of any act which if committed by an adult would be robbery or assault as defined by state law.
5. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
6. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, either orally or in writing or derogatory statements addressed publicly to an individual or a group that precipitate disruption of the school program or incite violence.
7. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the Board's policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of any Board policy or regulations, or established school rules.
11. Violation of the Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm, in accordance with federal law.
12. Violation of the Board's policy on student conduct involving drugs and alcohol.
13. Violation of the Board's violent and aggressive behavior policy.
14. Violation of the Board's tobacco-free schools policy.
15. Violation of the Board's policies prohibiting sexual or other harassment.
16. Violation of the Board's policy on nondiscrimination.
17. Violation of the Board's dress code policy.
18. Violation of the Board's policy on gangs and gang-like activity.

19. Throwing objects, unless part of a supervised school activity, that can or do cause bodily injury or damage to property.
20. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
21. Lying or giving false information, either verbally or in writing, to a district employee.
22. Engaging in scholastic dishonesty which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
23. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
24. Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students.
25. Repeated interference with the district's ability to provide educational opportunities to other students.
26. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.

### **JICDE – Bully Prevention and Education**

“The Board of Education supports a secure school climate, conducive to teaching and learning that is free from threat, harassment, and any type of bullying behavior. ...

A student who engages in any act of bullying and/or a student who takes any retaliatory action against a student who reports in good faith an incident of bullying is subject to appropriate disciplinary action including but not limited to suspension, expulsion, and/or referral to law enforcement authorities.”

### **JICEA, JICEA-R – School-Related Student Publications**

“The Board encourages students to express their views in school-sponsored publications while observing rules for responsible journalism and complying with this policy and state and federal law. To protect the rights of all members of the school community and to support the district's educational mission and purposes, students are prohibited from publishing expression which:

- is false or obscene;
- is libelous, slanderous or defamatory under State law;
- presents a clear and present danger of the commission of unlawful acts, violation of school rules, or material and substantial disruption of the orderly operation of the school;
- violates the privacy rights of others; or.
- threatens violence to property or persons.”

### **JICEC\* - Student Distribution of Non-curricular Materials**

“Students may not distribute any non curricular materials on school property or at school-sponsored activities or events that in themselves or in the manner they are distributed:

- create or threaten to create a substantial disruption or material interference with the normal operation of the school, school activity, or event;
- advocate or encourage unlawful conduct or conduct that violates Board policy, including but not limited to the Board’s policies prohibiting unlawful discrimination, harassment, and bullying;
- cause or threaten to cause injury to persons or property; or
- are obscene, defamatory, or violate any person's privacy rights.”

### **JICF, JICF-R – Secret Societies/Gang Activity**

“The Board prohibits the presence on school premises, in school vehicles and at school-related activities of any apparel, jewelry, accessory, notebook or manner of grooming which by virtue of its color, arrangement, trademark or any other attribute denotes membership in gangs which advocate drug use, violence or disruptive behavior. This policy shall be applied at the principal’s discretion after consultation with the superintendent or his/her designee as the need for it arises at individual school sites.”

### **ADC – Tobacco-Free Schools**

“In order to promote the general health, welfare and well-being of students and staff, smoking, chewing or any other use of any tobacco products by staff, students and members of the public shall be banned from all school property. Possession of any tobacco product by students is also prohibited on school property. ...

Disciplinary measures for students who violate this policy will include in-house detention, revocation of privileges and exclusion from extracurricular activities. Repeated violations may result in suspension from school. In accordance with state law, no student will be expelled solely for tobacco use.”

### **JICH, JICH-R – Drug and Alcohol Involvement by Students -**

“It shall be a violation of Board policy and considered to be behavior which is detrimental to the welfare or safety of other students or school personnel for any student to possess, use, sell, distribute or exchange or to be under the influence of alcohol, drugs or other controlled substances. The unlawful possession or use of alcohol or controlled substances is wrong and harmful to students.

For purposes of this policy, controlled substances include but are not limited to drug-containing or drug-related paraphernalia, narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or nonprescription drug, medication, vitamin or other chemical

substances not taken in accordance with the Board policy and regulations on administering medications to students or the Board's policy on administration of medical marijuana to qualified students.

The District specifically includes as a violation of this policy the acquisition, use, or possession of medical marijuana in or on school grounds, on a school bus, or at off-campus school-sponsored activities. Although under certain circumstances Colorado's Constitution permits the use and possession of medical marijuana, it does not permit possession or use in or on school grounds or on a school bus. Use is additionally prohibited when it is used "in a way that endangers the health or well-being of any person" or when a person "engage(s) in use in plain view of, or in a place open to, the general public." The District affirmatively determines that any use of medical marijuana endangers the health and well being of students. Therefore, any State Constitutional protection for the private use of medical marijuana is not applicable on school grounds, on a school bus, or at school-sponsored activities.

This policy also includes substances that are represented by or to the student to be any such controlled substance or what the student believes to be any such substance.

This policy shall apply to any student who is on district property, in attendance at school, being transported in a vehicle dispatched by the district or one of its schools during a school sponsored or district-sponsored activity or event off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event whose conduct at any time or place interferes with the operations of the District or the safety or welfare of students or employees. ...

Disciplinary sanctions and interventions for violations of this policy shall be in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions."

### **JICI – Weapons in Schools**

"Using, possessing or threatening to use a dangerous weapon on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event, and off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event without the authorization of the school or the school district is prohibited. An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms.

As used in this policy, "dangerous weapon" means:

- a. A firearm.
- b. Any pellet, BB gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air.
- c. A fixed blade knife with a blade that exceeds three inches in length.
- d. A spring-loaded knife or a pocket knife with a blade exceeding three and one-half inches in length.

- e. Any object, device, instrument, material, or substance, whether animate or inanimate, that is used or intended to be used to inflict death or serious bodily injury including, but not limited to a slingshot, bludgeon, nunchucks, brass knuckles of any kind.

Students who use, possess or threaten to use a dangerous weapon in violation of this policy shall be subject to disciplinary action, including suspension and/or expulsion, in accordance with Board policy.

In accordance with federal law, expulsion shall be for no less than one full calendar year for a student who is determined to have brought a firearm to school or possessed a firearm at school in violation of this policy. The superintendent may modify the length of this federal requirement for expulsion on a case-by-case basis. ...

Carrying, using, actively displaying or threatening with the use of a firearm, facsimile that could reasonably be mistaken for an actual firearm on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event, and off school property when such conduct has a reasonable connection to school or any district curricular or non-curricular event without the authorization of the school or school district is prohibited. Students who violate this policy provision may be subject to disciplinary action including but not limited to suspension and/or expulsion in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions.

...

Carrying, using, actively displaying or threatening with the use of a bladed weapon facsimile that could reasonably be mistaken for an actual knife, sword, razor, or other edged weapon on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event, and off school property when such conduct has a reasonable connection to school or any district curricular or non-curricular event without the authorization of the school or school district is prohibited. Students who violate this policy provision may be subject to disciplinary action including but not limited to suspension and/or expulsion in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions. ...

The Board of Education determines that extra precautions are important and necessary to provide for student safety. Therefore, using possessing or threatening to use any knife, regardless of the length of the blade on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event, and off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event without authorization of the school or school district is prohibited. Students who violate this policy shall be subject to disciplinary action, including suspension and/or expulsion, in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions. ...

In accordance with applicable law, school personnel shall refer any student who brings a firearm or weapon to school without authorization of the school or the school district to

law enforcement.”

### **EEAEF, EEAEF\*-R – Video Cameras on Transportation Vehicles**

“Video cameras may be used to monitor student behavior on school vehicles transporting students to and from school or extracurricular activities.

Students in violation of bus conduct rules shall be subject to disciplinary action in accordance with established Board policy and regulations governing student conduct and discipline.”

### **JIHB – Parking Lot Searches**

“The privilege of bringing a student-operated motor vehicle onto school premises is conditioned on consent by the student driver to allow a search of the vehicle when there is a reasonable suspicion that the search will yield evidence of contraband.”

### **JK, JK-R – Student Discipline**

#### **JK-2 – Discipline of Students with Disabilities**

#### **JKBA\*, JKBA\*-R – Disciplinary Removal from Classroom**

#### **JKD/JKE – Suspension/Expulsion of Students**

#### **JKD/JKE-E – Grounds for Expulsion**

#### **JKD/JKE-2 - Suspension/Expulsion of Students with Disabilities**

### **JLCB, JLCB-R – Immunization of Students**

“No student shall be permitted to attend or continue to attend any school in this District without meeting the legal requirements of immunization against disease unless the student has a valid exemption for health, religious, personal or other reasons as provided by law.”

### **JLCD – Administering Medicines to Students**

“School personnel shall not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours and the student's parent/guardian is not available to administer the medication during the school day.

Medication, other than medical marijuana and the emergency use of an opiate antagonist, may be administered to students by school personnel whom a registered nurse has trained and delegated the task of administering such medication. For the purposes of this policy, the term "medication" includes both prescription medication and nonprescription medication, but does not include medical marijuana. The administration of medical marijuana must be in accordance with the Board's policy on administration of medical marijuana to qualified students. The term "nonprescription medication" includes

but is not limited to over-the-counter medications, homeopathic and herbal medications, vitamins and nutritional supplements. Medication, other than medical marijuana, may be administered to students only when the following requirements are met:

1. Medication shall be in the original properly labeled container. If it is a prescription medication, the student's name, name of the medication, dosage, how often it is to be administered, and name of the prescribing health care practitioner must be printed on the container.
2. The school shall have received written permission from the student's parent/guardian to administer the medication to the student and either:
  - a. written permission to administer the medication from the student's health care practitioner with prescriptive authority under Colorado law; or
  - b. a standing medical order, if the medication is an over-the-counter medication such as Advil or Tylenol.
3. The parent/guardian is responsible for providing all medication to be administered to the student.
4. The nonprescription medication is a product that has been approved by the federal Food and Drug Administration (FDA). ...

A student with asthma, a food allergy, other severe allergies, diabetes, or related, life-threatening conditions, or who is prescribed medication by a licensed health care practitioner, may possess and self-administer medication, other than medical marijuana, to treat such conditions. Self-administration of such medication may occur during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity. Student possession and self-administration of such medication shall be in accordance with the regulation that accompanies this policy [JLCD-R](#)."

### **JQ – Student Fees, Fines and Charges**

There will be miscellaneous fees such as parking fees, athletic, activities, club or summer school participation fees, transportation fees, and materials fees which are permitted by law. "Books shall be provided on a loan basis. Students shall be assessed fines for lost, damaged or defaced books or materials/equipment."

### **JRA/JRC, JRA/JRC-R – Student Records/Release of Information on Students**

"Student education records in all formats and media, including photographic and electronic may contain, but will not necessarily be limited to, the following information: identifying data; academic work completed; level of achievement (grades, standardized achievement test scores); attendance data; scores on standardized intelligence, aptitude, and psychological tests; interest inventory results; health and medical information; family background information; teacher or counselor ratings and observations, reports of serious or recurrent behavior patterns, and any individual education program (IEP)."

Specific details concerning the review of student documents are available by calling the school office.

## **JS, JS-E1 – Student Use of the Internet and Electronic Communication**

“The Board of Education is committed to providing appropriate access to technology resources including applications for education and social media to support the district strategic plan. The Board believes that technology should be leveraged to improve instruction through increased innovation and creation, facilitation of collaborative communications, promotion of global connections, encouragement of critical thinking and problem solving and in preparation of students being responsible digital citizens. ...

District technology devices are owned by the district and are intended for educational purposes at all times. Students shall have no expectation of privacy when using district technology devices. The district reserves the right to monitor, inspect, copy, review and store (at any time and without prior notice) all usage of district technology devices, including all internet and electronic communications access and transmission/receipt of materials and information. All material and information accessed, received, created, stored, or sent through district technology devices or network shall remain the property of the school district and are subject to review at any time. ...

Technology that blocks or filters material and information that is obscene, child pornography or otherwise harmful to minors, as defined by the Board, shall be installed on for all district computers having district provided internet or electronic communications access. Additionally, or the district has taken technology protection measures such as requiring parents' signed acknowledgment of the limitations of the technology and assurance that the parent will supervise the student when the student takes the device home and in cases where filtering devices cannot be provided, through the student registration process. ...

Students shall use district technology devices in a responsible, efficient, ethical and legal manner. A student who commits an act of misconduct may be subject to disciplinary action consistent with school and district policies. ...

No student shall access, create, transmit, retransmit or forward material or information:

- that Promotes violence or advocates destruction of property including, but not limited to, access to information concerning the manufacturing or purchasing of destructive devices or weapons.
- that contains using pornographic, obscene or other sexually oriented materials, either as pictures or writings.
- that actions that may be reasonably interpreted as harassing, threatening, demeaning, or promoting violence or hatred against another person or group of persons in violation of the district's nondiscrimination policies.
- personally profiting including financial gain, advertising, commercial transaction or political purposes.
- plagiarize the work of another without express consent.
- use of inappropriate or profane language likely to be offensive to others in the school community.
- that is producing knowingly false materials, information or publications that or could be construed as intending to purposely damage another person's reputation.

- in any violation of any federal or state law or district policy, including but not limited to copyrighted material and material protected by trade secret.
- use of another individual's internet or electronic communications account without written permission from that individual.
- accessing District blocked websites, via codes, or other improper routes.
- degrading or disrupting systems or equipment including intentional internet service disruptions.
- spreading computer viruses or other disruptive attacks to technology, systems, services or resources. ...

Students shall not reveal personal information, such as home address or phone number, while using the internet or electronic communications. ...

Students are responsible for the care and maintenance of technology devices issued to the individual and must take reasonable precautions to protect against damage, theft and/or loss. Students are responsible for theft, loss and/or damages sustained to a device in his or her care and may be assessed for replacement or repair of a device. ...

Student use of the internet, electronic communications and district technology devices is a privilege, not a right. Failure to follow the use procedures contained in this policy shall result in the loss of the privilege to use these tools and restitution for costs associated with damages, and may result in legal action and/or disciplinary action, including suspension and/or expulsion, in accordance with Board policy concerning suspension, expulsion and other disciplinary interventions. ...

Students and parents/guardians shall be required to sign the district's Acceptable Use Agreement annually before internet or electronic communications accounts shall be issued or access shall be allowed.”

## **KI – Visitors to Schools**

“To ensure visitors do not disrupt the educational process or other school operations and that no unauthorized persons enter schools, all visitors shall report to the school office immediately when entering a school.

Authorized visitors may:

- (1) be required to sign in and out;
- (2) be given name-tags to wear identifying themselves as visitors; and
- (3) be accompanied by a district employee for some or all of the visit.

School administrators may approve additional building procedures pertaining to school visitors to preserve a proper and safe learning environment.”

## APPENDIX A:

## Secondary Schools Conduct and Discipline Code

### Table of Consequences

| Behavior                                              | Range of Consequences*                                                                                                                    |                                                                                                                                                                                                                 |                                                     |
|-------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
|                                                       | Description                                                                                                                               | Minimum                                                                                                                                                                                                         | Maximum                                             |
| Alcohol<br>( <b>First</b> incident in school career)  | Possession or use of alcohol.<br>(Use of portable breath tester devices may be warranted when alcohol use is suspected.)                  | School Suspension<br><br>Activity suspension<br><br>Police notification<br><br>One (1) year loss of social activities such as dances, prom, air-band and homecoming.                                            | Expulsion recommendation<br><br>Police notification |
| Alcohol<br>( <b>Second</b> incident in school career) | Possession or use of alcohol.<br>(Use of portable breath tester devices may be warranted when alcohol use is suspected.)                  | Expulsion recommendation<br><br>Activity suspension<br><br>Police notification.<br><br>*2 <sup>nd</sup> offense occurring during senior year results in exclusion from commemoration and graduation ceremonies. | Expulsion recommendation<br><br>Police notification |
| Alcohol<br>(Distribution)                             | Distribution of alcohol                                                                                                                   | Activity suspension<br><br>Police notification                                                                                                                                                                  | Expulsion recommendation<br><br>Police notification |
| Arson                                                 | Use of incendiary/explosive device, setting fire or a bomb threat - calling by phone or a written communication to create a public scare. | Expulsion recommendation<br><br>Police notification                                                                                                                                                             | Expulsion recommendation<br><br>Police notification |
| Assault                                               | Student causing bodily injury or harm to another.                                                                                         | School suspension<br><br>Police notification                                                                                                                                                                    | Expulsion recommendation<br><br>Police notification |
| Assault<br>(minor)                                    | Student causing physical pain to another                                                                                                  | Expulsion recommendation<br><br>Suspension                                                                                                                                                                      | Expulsion recommendation                            |
| Bomb Threat                                           | Calls or written communication to cause a public scare.                                                                                   | Expulsion recommendation<br><br>Police notification                                                                                                                                                             | Expulsion recommendation<br><br>Police notification |

|                                                                       |                                                                                                                                                                                                              |                                                                                                                                          |                                                     |
|-----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| Cheating / Plagiarism                                                 | Copying or using academic work of others. Talking during a test. Possessing answers to a test. Looking at another's work. Plagiarism.                                                                        | Loss of privileges / Detention<br><br>Loss of assignment, test or course credit                                                          | School suspension                                   |
| Clothing                                                              | Refer to dress code                                                                                                                                                                                          | Student conference.<br><br>Student sent home to change or given appropriate clothing.                                                    | Suspension                                          |
| Dangerous Item                                                        | Inappropriately possessing or using an item to cause harm, either intentionally or unintentionally.                                                                                                          | Student conference<br><br>Suspension up to ten (10) days                                                                                 | Expulsion recommendation                            |
| Dangerous Weapons (facsimile)                                         | Carrying, using, actively displaying or threatening with use of a firearm or knife facsimile                                                                                                                 | Parent contact                                                                                                                           | Expulsion recommendation                            |
| Dangerous Weapons (real)                                              | Possession or use of any object that could inflict bodily injury to another. Includes knives or firearms.                                                                                                    | Expulsion recommendation<br><br>Police notification                                                                                      | Expulsion recommendation<br><br>Police notification |
| Detrimental Behavior (Habitually Disruptive)                          | Three (3) or more out of school suspensions for disruptions of academic activities or orderly climate and environment                                                                                        | Expulsion recommendation                                                                                                                 | Expulsion recommendation                            |
| Disobedient or Defiant Behavior                                       | Willful disobedience or persistent defiance of proper authority                                                                                                                                              | Detention<br><br>School suspension                                                                                                       | Expulsion recommendation                            |
| Disruption                                                            | Three (3) or fewer disruptions of academic activities or orderly climate and environment                                                                                                                     | Student conference<br><br>Detention<br><br>Suspension                                                                                    | Suspension                                          |
| Drugs/Controlled Substance ( <b>First</b> incident in school career)  | Possession or use (includes paraphernalia) of any substance which alters mood, or any medication in a student's possession not held in compliance with district practices regarding administering medication | School suspension<br><br>Police notification<br><br>One (1) year loss of social activities such as dances, prom, air-band and homecoming | Expulsion recommendation<br><br>Police notification |
| Drugs/Controlled Substance ( <b>Second</b> incident in school career) | Possession or use (includes paraphernalia) of any substance which alters mood, or any medication in a student's possession not held in compliance with district practices regarding                          | Expulsion recommendation<br><br>Police notification<br><br>*2nd offense occurring during senior year results in                          | Expulsion recommendation<br><br>Police notification |

|                                                                            |                                                                                                               |                                                                          |                                                 |
|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|-------------------------------------------------|
|                                                                            | administering medication                                                                                      | exclusion from commemoration and graduation ceremonies.                  |                                                 |
| Drugs/Controlled Substance (Distribution)                                  | Distribution of any substance which alters mood, including medication                                         | Expulsion recommendation<br>Activities suspension<br>Police notification | Expulsion recommendation<br>Police notification |
| Extortion                                                                  | Criminal act conducted as an extension of threats or intimidation                                             | Suspension<br>Police Notification                                        | Expulsion recommendation<br>Police notification |
| False Alarm                                                                | Setting off a signal to cause evacuation                                                                      | Out-of-school suspension<br>Police notification                          | Expulsion recommendation<br>Police notification |
| Fighting                                                                   | Two (2) students actively engaging in inappropriate physical contact with intent to cause harm                | Suspension                                                               | Expulsion recommendation<br>Police notification |
| Forgery                                                                    | Writing or giving false or misleading information to school officials                                         | Detention<br>Suspension                                                  | Expulsion recommendation                        |
| Gambling                                                                   | Betting                                                                                                       | Student conference                                                       | School suspension                               |
| Gang Activities (includes Mob Mentality or inappropriate group activities) | Dress, signals, insignia or gestures that are associated with gangs                                           | Student conference<br>Police notification<br>Suspension                  | Expulsion recommendation<br>Police notification |
| Hall Disruption                                                            | Running, pushing, tripping, food or drink                                                                     | Student conference<br>Suspension                                         | Suspension                                      |
| Harassment (includes discriminatory remarks or acts)                       | Words or action intended to harm, annoy, degrade, or insult another                                           | Student conference<br>Detention<br>Suspension                            | Expulsion recommendation<br>Police notification |
| Harassment (sexual)                                                        | Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature | Student conference<br>Investigation<br>Detention<br>Suspension           | Expulsion recommendation<br>Police notification |

|                                                      |                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                     |                                                 |
|------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| Incendiary Explosive Device                          | Possession of incendiary/explosive device or look-alike devices (including matches, lighters and bullets)                                                                                                                                                                                                     | Detention<br>Suspension                                                                                                                                             | Expulsion recommendation<br>Police notification |
| Insubordination                                      | Not following directions of an adult or not complying with the Conduct Code                                                                                                                                                                                                                                   | Detention<br>Suspension                                                                                                                                             | Expulsion recommendation<br>Suspension          |
| Lunch Disruption                                     | Violation of lunchroom procedures and expectations                                                                                                                                                                                                                                                            | Student conference<br>School services project                                                                                                                       | Expulsion recommendation<br>Police notification |
| Marijuana ( <b>First</b> incident in school career)  | Possession or use (includes paraphernalia) of marijuana on school grounds, in a school vehicle, or at a school activity or sanctioned event                                                                                                                                                                   | School suspension<br>Police notification<br><br>One (1) year loss of social activities such as dances, prom, air-band, and homecoming                               | Expulsion recommendation<br>Police notification |
| Marijuana ( <b>Second</b> incident in school career) | Possession or use (includes paraphernalia) of marijuana on school grounds, in a school vehicle, or at a school activity or sanctioned event                                                                                                                                                                   | Expulsion recommendation<br>Police notification<br><br>*2nd offense occurring during senior year results in exclusion from commemoration and graduation ceremonies. | Expulsion recommendation<br>Police notification |
| Marijuana (Distribution)                             | Distribution or sale of marijuana on school grounds, in a school vehicle, or at a school activity or sanctioned event                                                                                                                                                                                         | Expulsion recommendation<br>Activity suspension<br>Police notification                                                                                              | Expulsion recommendation<br>Police notification |
| Profanity                                            | Use of obscene language                                                                                                                                                                                                                                                                                       | Student conference and/or<br>Suspension                                                                                                                             | Expulsion recommendation<br>Police notification |
| Public Displays of Affection                         | Inappropriate displays of affection other than hand holding                                                                                                                                                                                                                                                   | Student conference                                                                                                                                                  | Suspension<br>Expulsion recommendation          |
| Rape or Attempted Rape                               | Incidents on school grounds, in a school vehicle, or at a school activity or sanctioned event. Refers to forced sexual intercourse (vaginal, anal or oral penetration) including penetration from a foreign object. Both male and female students can be victims. Rape is not defined as a physical attack or | Expulsion recommendation<br>Police notification                                                                                                                     | Expulsion recommendation<br>Police notification |

|                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                  |                                                 |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------------------|
|                                             | fight                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                  |                                                 |
| Repeated Interference (Habitual)            | Repeated interference with the school's ability to provide education opportunities to and a safe environment for other students                                                                                                                                                                                                                                                                                                                                                                                                                                    | Suspension<br>Expulsion recommendation                           | Expulsion recommendation                        |
| Retaliatory Acts                            | Threats, intimidation or harassment aimed at a student who reported illegal or improper activities by other students                                                                                                                                                                                                                                                                                                                                                                                                                                               | Suspension<br>Police notification                                | Expulsion recommendation<br>Police notification |
| Robbery                                     | Forcefully taking another's property. Being in possession of another's property.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Suspension<br>Police notification                                | Expulsion recommendation<br>Police notification |
| Sexual Violence / Battery (other than Rape) | Acts of sexual violence on school grounds, in a school vehicle or at a school activity or sanctioned event. Sexual violence means a physical sexual act perpetrated against a person's will or where a person is incapable of giving consent. Incidents of sexual violence/battery (other than rape) - an incident includes threatened rape, fondling, indecent liberties, child molestation or sodomy. Both male and female students can be victims of sexual battery. (Take into consideration the age and developmentally appropriate behavior of the offender. | Suspension<br>Possible expulsion<br>Possible Police notification | Expulsion recommendation<br>Police notification |
| Tardy                                       | Unexcused tardy to class                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Student conference<br>Detention                                  | Loss of class credit<br>Suspension              |
| Technology Violations                       | Use of inappropriate websites, language or social media on student devices                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Student conference<br>Investigation<br>Loss of privileges        | Expulsion recommendation<br>Police notification |
| Theft                                       | Knowingly taking, giving, receiving or possession of another's property without their permission                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Detention<br>Suspension<br>Victim contacts Police                | Expulsion recommendation<br>Police notification |
| Theft                                       | Knowingly taking, giving, receiving or possession of another's property <b>valued over \$500</b> without their permission                                                                                                                                                                                                                                                                                                                                                                                                                                          | Suspension<br>Police notification                                | Expulsion recommendation<br>Police notification |

|                                                             |                                                                                                                  |                                                                     |                                                 |
|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------------|
| Tobacco                                                     | Includes possession or use of cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, cloves and paraphernalia | Tobacco cessation program<br>Suspension<br>Out-of-school suspension | Expulsion recommendation<br>Police notification |
| Truancy                                                     | Unexcused absence from class                                                                                     | Detention<br>Suspension                                             | Expulsion recommendation                        |
| Vandalism /<br>Graffiti<br>(Destruction of school property) | Intentionally damaging, defacing or destroying property belonging to others, the school, or the district         | Suspension<br>Victim contacts Police                                | Expulsion recommendation<br>Police notification |
| Vehicular Assault                                           | Causing serious bodily injury to another with a motor vehicle in a reckless manner                               | Suspension<br>Police notification                                   | Expulsion recommendation<br>Police notification |

## Range of Consequences

### Parent Contact

1. Time-out
2. Student conference
3. Lunch detention

### Parent Contact (phone or mailing)

4. Parent notification
5. Apology letter
6. Behavior improvement packet
7. Community service
8. Loss of privileges
9. Counseling referral
9. Student study team
10. Contract
11. Conflict mediation
12. After school detention
13. Classroom suspension
14. In-school suspension
15. Out-of-school suspension\*
16. Home visit
17. Law enforcement referral
18. Expulsion recommendation

\*As an alternative to out of school suspension, the parent, guardian or legal custodian may attend classes with the student with the consent of the school administration.

## Elementary School Conduct and Discipline Code

### Table of Consequences

|                | Range of Consequences*                                                                              |                                                                                                                                                                                                                                |                                                                                                                                                                                                                          |
|----------------|-----------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Behavior       | Description                                                                                         | Minimum                                                                                                                                                                                                                        | Maximum                                                                                                                                                                                                                  |
| Alcohol        | Possession or use of alcohol.                                                                       | <b>First:</b><br>One (1) day out-of-school suspension<br><br>Expulsion recommendation<br><br><b>Repeated:</b><br>Up to five (5) days out-of-school suspension<br><br>Expulsion recommendation<br><br>Police notification       | <b>First:</b><br>One (1) day out-of-school suspension<br><br>Expulsion recommendation<br><br><b>Repeated:</b><br>Up to five (5) days out-of-school suspension<br><br>Expulsion recommendation<br><br>Police notification |
| Cheating       | Copying or using academic work of others.                                                           | <b>First:</b><br>One (1) day loss of privileges / Loss of assignment, test or credit<br><br><b>Repeated:</b><br>One (1) to three (3) days loss of privileges / Loss of assignment, test or credit<br><br>Counseling assessment | <b>First:</b><br>Two (2) to three (3) days loss of privileges / Loss of assignment, test or credit<br><br><b>Repeated:</b><br>In-school suspension                                                                       |
| Clothing       | Refer to dress code                                                                                 | <b>First:</b><br>Student conference<br><br><b>Repeated:</b><br>One (1) to three (3) days loss of privileges                                                                                                                    | <b>First:</b><br>One (1) to three (3) days loss of privileges<br><br>Parent contact<br><br><b>Repeated:</b><br>One (1) to three (3) days in-school suspension                                                            |
| Dangerous Item | Inappropriately possessing or using an item to cause harm, either intentionally or unintentionally. | <b>First:</b><br>One (1) day loss of privileges<br><br><b>Repeated:</b><br>One (1) day in-/out-school suspension<br><br>Improvement Plan written                                                                               | <b>First:</b><br>Two (2) to three (3) days loss of privileges<br><br><b>Repeated:</b><br>Two (2) to three (3) days suspension<br><br>Expulsion recommendation                                                            |

|                                                                                          |                                                                                                                                                                                                   |                                                                                                                                                                                   |                                                                                                                                                             |
|------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                          |                                                                                                                                                                                                   | Counseling involvement                                                                                                                                                            | Police notification                                                                                                                                         |
| Dangerous Weapons (real)                                                                 | Possession or use of any object that could inflict bodily injury to another. Includes knives or firearms. Carrying, using, actively displaying or threatening with the use of a firearm facsimile | Expulsion recommendation<br><br>Police notification<br><br>Parent contact                                                                                                         | Expulsion recommendation<br><br>Police notification                                                                                                         |
| Dangerous Weapons (facsimile)                                                            | Carrying, using, actively displaying or threatening with the use of a firearm facsimile                                                                                                           | Parent contact                                                                                                                                                                    | Expulsion recommendation                                                                                                                                    |
| Defiance of Authority / Insubordination / Disrespect                                     | Not following directions of an adult or not complying with the Student Conduct Code. Lack of regard or consideration for others                                                                   | <b>First:</b><br>One (1) day loss of privileges<br><br><b>Repeated:</b><br>One (1) day in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement | <b>First:</b><br>Two (2) to three (3) days loss of privileges<br><br><b>Repeated:</b><br>Two (2) to three (3) days suspension                               |
| Detrimental Behavior (Habitually Disruptive)                                             | Three (3) or more out of school suspensions for disruptions of academic activities or orderly climate and environment                                                                             | Up to five (5) days suspension*<br><br>Expulsion recommendation                                                                                                                   | Expulsion recommendation                                                                                                                                    |
| Disorderly Conduct resulting in the disruption of the classroom, hallways, or playground | Running, pushing, tripping others. Continuous interruption of lesson                                                                                                                              | <b>First:</b><br>One (1) day loss of privileges<br><br><b>Repeated:</b><br>One (1) day in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement | <b>First:</b><br>Two (2) to three (3) days loss of privileges<br><br><b>Repeated:</b><br>One (1) to three (3) days in-/out-of-school suspension             |
| Disorderly Conduct in the cafeteria                                                      | Running, pushing, tripping others. Throwing food, leaving the area messy. Students not requesting permission to leave table on a regular basis                                                    | <b>First:</b><br>One (1) day loss of privileges / community service<br><br><b>Repeated:</b><br>Two (2) to five (5) days loss of privileges / community service                    | <b>First:</b><br>Two (2) to three (3) days loss of privileges / community service<br><br><b>Repeated:</b><br>One (1) to three (3) days in-school suspension |
| Drugs/Controlled Substance                                                               | Possession or use (includes paraphernalia) of any substance which alters mood, or any                                                                                                             | <b>First:</b><br>One (1) day out-of-school suspension                                                                                                                             | <b>First:</b><br>One (1) day out-of-school suspension                                                                                                       |

|                                                                                        |                                                                                                                        |                                                                                                                                                                                                                 |                                                                                                                                                                                                                 |
|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                        | medication in a student's possession not held in compliance with district practices regarding administering medication | Expulsion recommendation<br><br><b>Repeated:</b><br>Up to five (5) days<br>out-of-school suspension<br><br>Expulsion recommendation<br><br>Police notification                                                  | Expulsion recommendation<br><br><b>Repeated:</b><br>Up to five (5) days<br>out-of-school suspension<br><br>Expulsion recommendation<br><br>Police notification                                                  |
| Fighting /<br>Physical<br>Assault                                                      | Students actively engaged in inappropriate physical contact with intent to cause harm                                  | <b>First:</b><br>One (1) day in-/out-of-school suspension<br><br><b>Repeated:</b><br>Two (2) to three (3) days<br>in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement    | <b>First:</b><br>Two (2) days in-/out-of-school suspension<br><br><b>Repeated:</b><br>One (1) to three (3) days<br>in-/out-of-school suspension                                                                 |
| Forgery / Lying                                                                        | Writing or giving false or misleading information to school officials. To say something that is not true.              | <b>First:</b><br>One (1) to three (3) days<br>loss of privileges<br><br><b>Repeated:</b><br>Two (2) to five (5) days loss<br>of privileges<br><br>Improvement Plan written<br><br>Counseling involvement        | <b>First:</b><br>One (1) day in-school<br>suspension<br><br><b>Repeated:</b><br>One (1) to three (3) days<br>suspension                                                                                         |
| Gang Activities<br>(includes Mob<br>Mentality or<br>inappropriate<br>group activities) | Dress, signals, insignia or gestures that are associated with gangs                                                    | <b>First:</b><br>One (1) day in-/out-of-school<br>suspension<br><br><b>Repeated:</b><br>Two (2) to three (3) days<br>in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement | <b>First:</b><br>One (1) day in-/out-of-school<br>suspension<br><br><b>Repeated:</b><br>Two (2) to three (3) days<br>in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement |
| Harassment<br>(includes<br>discriminatory<br>remarks or<br>acts)                       | Words or action intended to harm, annoy, degrade, or insult another                                                    | <b>First:</b><br>One (1) day in-/out-of-school<br>suspension<br><br><b>Repeated:</b><br>Two (2) to three (3) days<br>in-/out-of-school suspension<br><br>Improvement Plan written                               | <b>First:</b><br>One (1) day in-/out-of-school<br>suspension<br><br><b>Repeated:</b><br>Two (2) to three (3) days<br>in-/out-of-school suspension<br><br>Improvement Plan written                               |

|                                |                                                                                                                                             |                                                                                                                                                                                                              |                                                                                                                                                                                                              |
|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                |                                                                                                                                             | Counseling involvement                                                                                                                                                                                       | Counseling involvement                                                                                                                                                                                       |
| Harassment (sexual)            | Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature                               | <b>First:</b><br>One (1) day in-/out-of-school suspension<br><br><b>Repeated:</b><br>Two (2) to three (3) days in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement    | <b>First:</b><br>One (1) day in-/out-of-school suspension<br><br><b>Repeated:</b><br>Two (2) to three (3) days in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement    |
| Internet / Technology (misuse) | Use of inappropriate websites, language, or social media                                                                                    | <b>First:</b><br>One (1) day loss of privileges<br><br>Student calls parent<br><br><b>Repeated:</b><br>One (1) to three (3) days loss of privileges<br><br>Student calls parent<br><br>Counseling assessment | <b>First:</b><br>One (1) day loss of privileges<br><br>Student calls parent<br><br><b>Repeated:</b><br>One (1) to three (3) days loss of privileges<br><br>Student calls parent<br><br>Counseling assessment |
| Marijuana                      | Possession or use (includes paraphernalia) of marijuana on school grounds, in a school vehicle, or at a school activity or sanctioned event | Up to five (5) days suspension*<br><br>Expulsion recommendation<br><br>Counseling involvement<br><br>Police notification                                                                                     | Expulsion recommendation<br><br>Police notification                                                                                                                                                          |
| Profanity (use of)             | Use of obscene language                                                                                                                     | <b>First:</b><br>One (1) day loss of privileges<br><br>Student calls parent<br><br><b>Repeated:</b><br>One (1) to three (3) days loss of privileges<br><br>Student calls parent<br><br>Counseling assessment | <b>First:</b><br>Two (2) to three (3) days loss of privileges<br><br>Student calls parent<br><br><b>Repeated:</b><br>in-/out-of-school suspension<br><br>Student calls parent                                |
| Public Displays of Affection   | Inappropriate displays of affection including hand holding                                                                                  | Student conference                                                                                                                                                                                           | <b>First:</b><br>One (1) day in-/out-of-school suspension                                                                                                                                                    |

|                                                                   |                                                                                                                                                                  |                                                                                                                                                                                                                                |                                                                                                                                                                                                                                     |
|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                   |                                                                                                                                                                  |                                                                                                                                                                                                                                | <b>Repeated:</b><br>Two (2) to three (3) days<br>in-/out-of-school suspension                                                                                                                                                       |
| Repeated<br>Interference                                          | Repeated interference with the<br>school's ability to provide education<br>opportunities to and a safe<br>environment for other students                         | <b>First:</b><br>One (1) to three (3) days<br>in-/out-of-school suspension<br><br><b>Repeated:</b><br>Up to five (5) days<br>out-of-school suspension                                                                          | Out-of-school suspension<br><br>Expulsion recommendation                                                                                                                                                                            |
| Tardiness more<br>than three (3)<br>times per<br>semester         | Arriving to school after teacher has<br>taken attendance                                                                                                         | <b>First:</b><br>Conference with teacher and<br>principal<br><br><b>Repeated:</b><br>After three (3) times, sent to<br>principal's office for<br>conference                                                                    | <b>First:</b><br>Refer to attendance officer<br><br><b>Repeated:</b><br>Parent meets with attendance<br>officer and principal                                                                                                       |
| Theft                                                             | Taking property that doesn't belong<br>to the student                                                                                                            | <b>First:</b><br>Loss of privileges /<br>community service                                                                                                                                                                     | <b>First:</b><br>One (1) day in-school<br>suspension<br><br>Possible involvement of law<br>enforcement                                                                                                                              |
| Threats /<br>Harassment /<br>Bullying                             | Words or actions intended to harm,<br>annoy, degrade, or insult another.<br>Any action defined as bullying in<br><i>Bully-Proofing Your School</i><br>curriculum | <b>First:</b><br>One (1) day in-school<br>suspension<br><br><b>Repeated:</b><br>Two (2) to three (3) days<br>in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement                        | <b>First:</b><br>One (1) day in-/out-of-school<br>suspension<br><br><b>Repeated:</b><br>One (1) to three (3) days<br>in-/out-of-school suspension<br><br>Improvement Plan written<br><br>Counseling involvement                     |
| Vandalism /<br>Graffiti<br>(Destruction of<br>school<br>property) | Intentionally damaging, defacing or<br>destroying property belonging to<br>others, the school, or the district                                                   | <b>First:</b><br>One (1) day in-school<br>suspension<br><br>Community service or<br>restitution<br><br><b>Repeated:</b><br>Two (2) to five (5) days<br>in-/out-of-school suspension<br><br>Community service or<br>restitution | <b>First:</b><br>Two (2) to three (3) days<br>in-/out-of-school suspension<br><br>Community service or<br>restitution<br><br><b>Repeated:</b><br>One (1) to three (3) days<br>suspension<br><br>Community service or<br>restitution |

Parent notification will occur when any of the following results from student's behavior: an offense that requires maximum consequences, a repeated offense, an offense resulting in injury, behavior plan written, in-school suspension, out-of-school suspension, and counseling referral.

Loss of privileges may include the following: no recess time, classroom work/assignment brought to office to complete while there (work should not require any additional help), and before or after school detention.

Playground rules are listed more specifically in the parent/student handbook.

In-school or out-of-school suspension requires that the student complete work done in class that day. State law prohibits loss of credit for this work.

*\* NOTE - HB19-1194 (2019) This new law allows school districts to impose an out-of-school suspension or expel a student enrolled in preschool, kindergarten, or first or second grade only under specified circumstances. The length of the suspension is limited to 3 school days unless the Superintendent determines that a longer period is necessary to resolve the safety threat or recommends that the student be expelled. (The District will make policy changes once information is received from CASB (sometime in the 2019-20 school year.)*

## APPENDIX B:

### ATHLETIC AND ACTIVITIES - ADDITIONAL RULES

Students participating in athletics and other co-curricular activities are subject to eligibility rules that go beyond general school rules. Among these additional rules are those that govern drug and alcohol use, both within and outside the school day and on and off campus. The reasons for extending these regulations beyond the time a student athlete or participant in school activities is in school is that they represent the school to the community, they are benefiting from additional non-required programs funded by the public and, in the case of athletes, are in physical training.

If an activities participant or athlete is determined by the administration to have used illegal drugs, tobacco products, marijuana or alcohol during school time or outside of school time, on or off campus, or is cited by law enforcement for an alcohol or drug related offense, the athlete will be subject to the following:

#### **Grades 6-8**

1. **First offense:** suspension from athletics and all school activities for five (5) practice days which includes competition.
2. **Second offense:** suspension from athletics and all school activities for ten (10) practice days, including competition.
3. **Third offense:** suspension from athletics and all school activities for one (1) calendar year.
4. **Fourth offense:** suspension from **ALL** athletics and school activities for the remainder of the student's middle and high school years.

#### **Grades 9-12**

1. **First offense:** subject to three (3) to five (5) days suspension from school/athletic practice, competition and events. Upon return to school, the athlete is ineligible for practice and competition for an additional five (5) team contact days and a minimum of one (1) contest. If, after the five (5) day practice suspension, no contest has occurred, the athlete will return to practice but will still be ineligible for the next scheduled contest.
2. **Second offense:** suspension from athletic practices, competitions and all school activities for ten (10) team contact days and two (2) contests.
3. **Third offense:** suspension from **ALL** CHSAA sponsored athletics and activities for one (1) calendar year from the time of the infraction.
4. **Fourth offense:** suspension from **ALL** CHSAA sponsored athletics and activities for the remainder of the student's high school years.

Enforcement of these athletic rules is separate from and independent of the enforcement of the school Code of Conduct. A student involved in co-curricular activities (including athletics) is accountable to both general school rules and athletics/activity rules simultaneously.

Those cited by law enforcement for illegal drugs and/or alcohol possession and/or consumption will need to attend an alcohol education class.



# Manual de conducta y disciplina

**Año escolar 2026–2027**

**Version 2026.07.29**

**([English](#) | [Espanol](#))**

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Dr. Tony Byrd, Superintendent

29 de julio de 2026

Este folleto se ha elaborado de conformidad con la ley estatal y las políticas del Distrito Escolar Summit que exigen la difusión anual de los códigos de conducta y disciplina del distrito a todos los padres y estudiantes. En conjunto y Distrito Escolar Summit, los extractos de las políticas adjuntos constituyen el Código de Conducta y el Código de Disciplina del Distrito Escolar Summit. La política completa y detallada de cada uno de los extractos incluidos aquí se puede encontrar en Política [del Distrito Escolar Summit página](#).

Dado que estas políticas constituyen las pautas de conducta y disciplina del Distrito Escolar Summit, es fundamental que las revise con sus hijos. Tanto usted como el estudiante deben firmarlas.

El Apéndice A analiza las consecuencias de diversas conductas inapropiadas para estudiantes tanto de secundaria como de primaria

El Apéndice B describe reglas adicionales para los estudiantes que participan en actividades deportivas y otras actividades co-curriculares.

Si usted o sus hijos tienen alguna inquietud sobre la seguridad escolar, por favor llame al director de su escuela. También puede comunicarse con la línea directa anónima de Colorado Safe 2 Tell al 1-877-542-SAFE o a través del sitio web <http://safe2tell.org>.

Esperamos otro año de éxito. Alcanzar la excelencia como distrito requerirá su apoyo y esperamos colaborar con usted en la educación de su hijo/a.

Junta de Educación y Administración del Distrito Escolar Summit

**NOTA: Por favor, utilice la herramienta de traducción del sitio web para traducir el Manual de Conducta y Disciplina hasta que añadamos una versión traducida al español a este enlace. Gracias por su paciencia.**