



2026-2027 Student Rights & Responsibilities Handbook

DEFINED BY SCHOOL BOARD POLICIES, ADMINISTRATIVE REGULATIONS, AND STATE AND FEDERAL STATUTES

Policies and procedures outlined in this handbook are not intended to be all-inclusive and may be summarized. See the District's policy website for all policies, administrative regulations, and unabridged language. Source documents may be more complete or may be amended from time to time.

<https://www.k12northstar.org/school-board/policies-regulations>

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www.k12northstar.org ♦ (907) 452-2000

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Introduction

Concepts and Roles

(BP 5000) The District exists to serve students. It is the responsibility of the School Board and district staff to ensure safe and supportive learning environments that advance student achievement.

Students must be recognized and understood as individuals, each with unique abilities, social and economic backgrounds, ambitions, and educational needs. The programs and services of the District must be designed and executed with this concept well in mind if the fullest development of each is to be achieved.

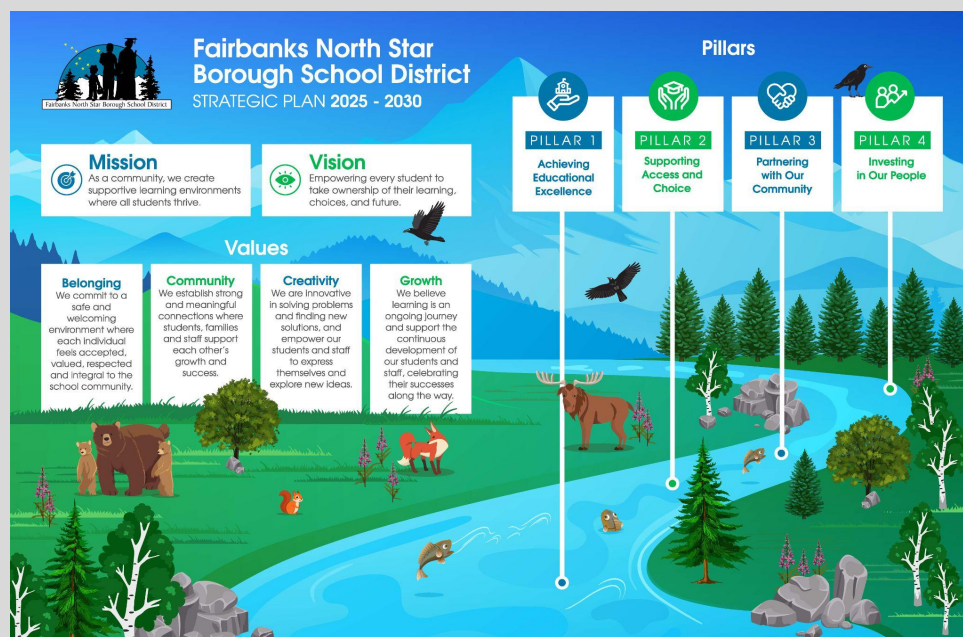
The District shall support and encourage students in assuming the personal responsibility necessary for maximizing their educational opportunities through active engagement and diligent effort in the classroom and other school-sponsored settings.

Student Conduct

(BP 5131) To promote an atmosphere conducive to learning, the School Board, parents/guardians, students, teachers, and the administration must be cognizant of their responsibilities related to student conduct. Students are expected to behave in a manner that does not disrupt learning or the school environment. District policies and administrative regulations, as well as school and classroom rules, will define student rights and responsibilities, including behavioral expectations, prohibited behaviors, and disciplinary responses.

School Handbooks

(BP 2000; BP 5131) To ensure all staff and students understand district expectations, district and building administrators are authorized to issue handbooks and handouts detailing school procedures. All handbooks, building procedures, and classroom expectations will align with established board policies and administrative regulations.



FNSBSD Strategic Plan 2025-2030

Student Rights

Student Records

(BP 5125) Academic transcripts are maintained and released in compliance with the Family Educational Rights and Privacy Act (FERPA). FERPA is a federal law that protects the privacy of student education records. High school students, current and/or former, may request electronic transcripts online at <https://www.k12northstar.org>. Transcripts and academic records may be requested in-person, via mail/email/fax, or by telephone to the Student Records Department as long as proper identification is obtained. Current students may contact their school's counseling office for assistance as well. Email: transcripts@k12northstar.org, Ph: (907) 452-2000 x11238

Parent Notification of Rights under FERPA – Annual Notice

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to their students' education records.

1. **The right to inspect and review the student's education records within 45 days after the day the Fairbanks North Star Borough School District (FNSBSD) receives a request for access.** Parents or eligible students who wish to inspect their child's or their education records should submit a written request to the school principal or appropriate school official, identifying the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
2. **The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.** Parents or eligible students who wish to ask the FNSBSD to amend their child's or their education record should write to the school principal or appropriate school official, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment.
3. **The right to consent to disclosures of personally identifiable information (PII) contained in the student's education records.** Generally, the school must have written permission from the parent or eligible student before releasing any information from a student's record. However, the law allows schools to disclose records without consent to the following parties (disclosures without consent are detailed in FERPA and School Board Policy 5125):
 - other schools to which a student is transferring; certain government officials, or state or local authorities in order to carry out lawful functions; appropriate parties in connection with financial aid to a student; organizations doing certain studies for the school or accrediting organizations; individuals who have obtained court orders or subpoenas; persons who need to know in cases of health and safety emergencies; and school employees or school officials with legitimate educational interests;
 - *A school official is anyone performing a service for the District, including employees, volunteers, and contractors (such as attorneys or therapists). These individuals have a legitimate educational interest if they need to review a student's records to fulfill their professional responsibilities.*

In addition, parents and eligible students are entitled to notice of the following disclosures:

- The FNSBSD shares names/addresses of scholarship-eligible graduating students with the University of Alaska. Parents or students may opt out by contacting the school principal.
- The FNSBSD is required by law to send Alaska Performance Scholarship eligibility information to the Alaska Department of Education. This is a mandatory disclosure; there is no opt-out available.
- The FNSBSD provides contact information to the Alaska Military Youth Academy for former students (ages 15–18) who are no longer enrolled and have not graduated. Parents or students may opt out by contacting Student Information Systems (907-452-2000, ext. 11212).

4.

The right to file a complaint with the U.S. Department of Education concerning alleged failures by the FNSBSD to comply with the requirements of FERPA.	FERPA.Complaints@ed.gov , or: Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202
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Release of Directory Information *(BP 5125.1)* FERPA requires the Fairbanks North Star Borough School District (FNSBSD) to get written consent from a parent or "eligible student" (age 18 or older) before sharing any personally identifiable information (PII) contained in student records. **However, the FNSBSD may share "directory information" unless a parent or eligible student specifically requests to opt out of directory information disclosures.**

Directory information means information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed.

The Superintendent or designee may use student directory information in school publications and may authorize the release of directory information to representatives of the news media, prospective employers, post-secondary institutions, military recruiters, government agencies, law enforcement, and relevant third parties to facilitate services to students. Directory information consists of the following:

- student's name, address, telephone number, email address (student and guardian); photograph; date of birth; participation in officially recognized activities and sports, weight and height of athletic team members; dates of attendance and/or graduation; grade level; enrollment status and the most recent previous school attended; honors and awards received; scholarship eligibility

Directory information may not include a student's social security number or student identification number, unless the student identification number qualifies as an electronic identifier.

Directory information shall not be released regarding any student whose parent/guardian notifies the FNSBSD that such information may not be disclosed.

Parents/guardians and eligible students can indicate their preference to withhold consent for the disclosure of directory information in general and to military recruiters specifically by using the PowerSchool parent/guardian portal or by returning a paper opt-out form available upon request from the school.

Freedom of Speech/Expression

(BP 5145.2/Summary) Free inquiry and exchange of ideas are essential parts of a democratic education. The School Board respects students' rights to express ideas and opinions, take stands, and support causes, whether controversial or not, through their speech, writing, and the printed materials they choose to post or distribute.

Student liberties of expression shall be limited only as allowed by law to maintain an orderly school environment and to protect the rights of others. These limitations include expressions that can be reasonably predicted to significantly disrupt the educational environment.

Meetings of school-sponsored or student-led groups on school property shall be conducted at times and places approved by the building administrator. Conducting meetings or demonstrations that interfere with the educational process or the rights of others is prohibited.

Students may choose to respectfully abstain from ceremonies and observances. *(BP 6115)* This includes the Pledge of Allegiance, which shall be recited daily in schools.

Written Expression

(BP 6145.3/Summary) All statements and editorials must be substantiated by fact. Editorials may freely aim constructive criticism at school organizations, procedures, and policies, but such criticism should reflect the opinions of a cross-section of the publication staff. Editorial columns that express only the opinion of the writer shall be bylined. As space permits, editorial pages shall be open to students wishing to express their ideas or rebut editorials in a letter. School newspapers shall print a fair selection and accurate representation of the letters they receive.

Any publications being sold or distributed on school property may be seized by the building administrator if it can be predicted that the content or distribution will substantially disrupt the educational process or

interfere with other students' rights. Seized publications must be returned to the student or made available to the parent/guardian at the end of the school day.

Dress Code

(AR 5132) While students have the right to choose both their actions and their style of dress/grooming, they also have the responsibility to make appropriate and respectful choices in their dress. The primary responsibility for dress rests with the student and their parents/guardians.

Standard of Expression: Students have the right to express ethnic, religious, personal, and political viewpoints through their dress and symbolic items (such as graphics, messages, buttons, armbands, or flags). This expression is protected, provided it does not pose a health or safety threat or substantially disrupt the learning environment.

Assessment of Disruption: The building administrator or designee shall exercise professional judgment to determine if a student's dress or manner of expression creates a "substantial disruption" that deters students or staff from educational activities or undermines the school's safe climate. Further, the District has the specific right to limit expression that is lewd or offensive, or promotes illegal drug use.

Exceptions and Modifications

Dress code exceptions may be made for religious, medical, or cultural reasons. Requests for specific dress code exceptions will be evaluated on a case-by-case basis by the building administration. In these instances, administrators will consult with the student and their parent/guardian to determine if the exception is warranted.

Building administrators may establish site-level dress code requirements that are more restrictive than district standards, but not less restrictive. All such modifications must be published in the student handbook and enforced in accordance with Title IX guidelines.

Dress Code Continued

Dress Code - Allowable Dress

1. Students must wear clothing including both a shirt and pants, shorts, or a skirt, or the equivalent, and footwear appropriate for classes and activities the student is expected to participate in each day.
2. A student's torso must be clothed to ensure full coverage of all undergarments and the underlying anatomy, ie, the chest, groin, and buttocks. These specific areas must be concealed by non-transparent material.
3. Clothing must be of sufficient length and fit to ensure the mid-section (stomach and lower back) remains covered.
4. Hats and other headgear must allow the face to be visible and not interfere with the line of sight between students and staff.
5. Clothing must be appropriate for all scheduled classroom activities as outlined by school administration, including physical education, science labs, shop, and other activities where unique hazards may exist.
6. Specialized courses or activities may require specialized attire, such as safety gear or sports uniforms.

Dress Code - Prohibited Dress

1. Clothing may not depict, advertise, or advocate the use of alcohol, tobacco, electronic cigarettes or vaping devices, marijuana, or other controlled substances. This includes any symbols, logos, or brand imagery commonly associated with these substances.
2. Hoods on clothing must remain off the head to maintain the line-of-sight standard.
3. Clothing may not depict pornography, nudity, sexual innuendo, or sexual acts.
4. Clothing may not use or depict hate speech or target any individual/group based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other form of harassment.
5. Clothing may not depict any content recognized as gang-affiliated or threatening to the health or safety of any other student or staff.
6. Clothing may not depict weapons or violence, obscenities, insults, offensive stereotypes, or offensive or disrespectful words or graphics.
7. The above prohibitions include other forms of individualized visual expression, such as drawings, tattoos, and accessories.

Response to Dress Code Violations

When dress/grooming is deemed inappropriate under these regulations, staff will address the issue in a manner that minimizes instructional time loss and maintains student dignity.

Violations of the dress code will require the student to change into allowable garments, footwear, or accessories. Parents/guardians will be contacted. Continued violations will be considered noncompliance and could result in disciplinary consequences.

Dress/grooming violations that involve other behavioral infractions, such as threats or harassment, may be addressed in accordance with the disciplinary policies for those specific violations.

Religious Expression in the Schools - Students

(BP 6141.2/Summary) Schools shall allow students acting on their own to express* their personal religious views or beliefs. Schools may not discriminate against private religious expression by students, but must instead give students the same right to engage in religious activity and discussion as they have to engage in other comparable activities.

*Express/Expression/Expressing: Expression means to signify through speech or conduct. In our schools, people can choose or reject religious, theistic, agnostic, or atheistic convictions and express that choice.

Schools may restrict religious expressive activity when that activity materially disrupts classwork or involves substantial disorder or invasion of the rights of others.

Religious Clothing and Apparel: Religious apparel is permissible if a person's religion requires it, would not disrupt the school environment, and does not contain a proselytizing message. Because dress is a form of individual expression, any prohibition or regulation of religious clothing or apparel must be done in the least restrictive manner possible to accomplish district and school objectives of maintaining a safe and orderly school environment. School officials should make appropriate exemptions to dress codes and reasonably accommodate students who wear hairstyles, clothing, headwear, jewelry, cosmetics, or other apparel to express religious beliefs. School officials may prohibit hairstyles, clothing, headwear, jewelry, cosmetics, other apparel, or other personal expressions if it disrupts the learning environment or threatens school safety. School officials should be sensitive to and appropriately accommodate students who request not to wear certain gym clothes based on religious beliefs.

Graduation Exercises: *Prayer at Commencement Ceremonies:* At the discretion of the participating students, a commencement ceremony may include a brief invocation and/or benediction. Any invocation or benediction shall be nondenominational, composed, and delivered by a participating student.

"Nondenominational" is defined as an invocation or benediction that is not sponsored by, or under the control of, a religious denomination.

Graduation Speeches: Students, school staff, or other speakers selected based on neutral, evenhanded criteria may retain primary control over the content of their expression. Therefore, that expression is not attributable to the school and may not be restricted because of its content. To avoid the perception that a school endorses student or other private speech, school officials may make appropriate, neutral disclaimers to clarify that such speech is the speaker's and not the school's.

Extracurricular Activities: Prayers initiated or led by coaches, parents, or other non-students prior to, during, or after athletic contests and other extracurricular events are prohibited. Students may pray together at such events consistent with the guidance outlined in I.B. of this regulation. Coaches, administrators, and other school officials may be present during student prayers to supervise, but may not participate in, encourage, or discourage prayer exercises. School officials should take steps to prevent any prayer activity from being coercive or harassing.

Distribution of Religious Materials on School Grounds: Non-school-sponsored organizations and non-students may only distribute literature or other materials in schools or on school grounds in accordance with reasonable time, place, and manner restrictions imposed by the district. (See also BP 1325). Students may distribute literature at reasonable times, places, and manners designated by the school district.

Religious tracts, books, or literature may not be singled out for special regulation or prohibited based on content. However, such items are subject to reasonable time, place, and manner restrictions imposed by the schools on other literature.

Homelessness/McKinney-Vento Program

(BP 5112.6/Summary) The School Board believes that all students should have stability in school attendance and services, and that this stability should not be denied as a result of homelessness. No policy or administrative regulation will act as a barrier to enrollment, attendance, or success in school, or stigmatize homeless children/unaccompanied youth.

The District shall take reasonable steps to ensure that homeless children/unaccompanied youth are provided equitable access to district services and programs for which they are eligible.

The Superintendent shall designate at least one district employee to serve as a homeless liaison (907-452-2000 ext. 11470).

Education for Children in Foster Care

(BP 5112.61) The School Board recognizes that educational stability is crucial for all students, particularly for those in foster care. Accordingly, educational disruption should be minimized for children with changing foster care placements by maintaining foster children in their schools of origin for the remainder of the school term, unless it is determined to be in the best interest to change schools.

The school of origin is the school in which a child is enrolled at the time of placement in foster care or when foster care placement changes. When determining whether it is in a child's best interest to remain in their school of origin, the District should consider all factors related to the child's best interest.

The Superintendent or designee will designate a district point of contact for children in foster care. (907-452-2000 ext. 11470).

Student Fees

(AR 3260/Summary)

Fee. Something of monetary value requested or required as a condition for a student's participation in an activity, class, or program provided, sponsored, or supported by a school. This includes money raised by a student or family through fundraising.

Equipment. Specific items a student must acquire for a course (e.g., safety goggles, calculator).

Fine. A monetary charge as a result of the student losing or damaging property. Also includes fees that are past due. Schools may prohibit students from participating in certain optional activities if they have outstanding fines.

Deposit. A refundable payment required for specific course materials (e.g., camera) that will be refunded to the student's account upon their return in good condition.

Course Fees and Waiver Eligibility

Course fees update automatically on the student's account during the first two weeks of the semester/quarter, afterwards, changes must be done manually by the school.

Students experiencing financial hardship may be eligible for fee waivers upon request. Waiver options include:

- *Free or reduced lunch program.* Qualifying students automatically receive a 50% reduction in course fees.
- *Building administrator discretion.* The building administrator may waive all or a portion of a course fee or allow the student to provide services to the school community in exchange for payment (at least minimum wage value per service hour).
- *McKinney-Vento.* The student support services designee can waive course fees or fines if deemed a "removal of barriers to accessing academic activities" as outlined in 42 U.S.C. § 11432(g)(1)(f)(iii).

Activity Fees and Waiver Eligibility

Fees for school-sponsored trips, sports, or organizations are set by the building administration with input from the teacher or sponsor of the sport/organization. Students experiencing financial hardship may be eligible for fee waivers upon request. Waiver options include:

- *McKinney-Vento and Migrant Education.* The student support services designee may offer partial or full fee waivers for McKinney-Vento or migrant education-eligible students.
- *Building administrator discretion.* The building administrator may waive all or a portion of an activity fee or allow the student to provide services to the school community in exchange for payment (at least minimum wage value per service hour)

Access to Equal Education Opportunity

Students have the right to a safe learning environment, free from discrimination. The following policies address these rights and reporting procedures.

Nondiscrimination

(BP 0410; BP 5145.3) The Board is committed to a policy of nondiscrimination in relation to race, ethnicity, color, religion, creed, sex, age, national origin, physical or mental disability, marital status, changes in marital status, pregnancy, parenthood, sexual orientation, gender identity, disabled veterans or other eligible veterans, or any other basis of discrimination prohibited by local, state, or federal law, except where a bona fide requirement may lawfully disqualify an individual. This policy will prevail in all matters concerning staff, students, contractors, the public, educational facilities, programs, services and activities.

District programs and facilities, viewed in their entirety, shall be readily accessible to individuals with disabilities, including digital accessibility. The Superintendent or designee shall ensure that interested persons, including individuals with disabilities, can obtain information about the programs, facilities, and activities available to them.

(BP 6145/Summary) The District shall provide students with disabilities extra/cocurricular services and activities in a manner that affords them equal opportunity for participation.

Discriminatory Harassment

(BP 5131.43/Summary) Students, staff, and volunteers are prohibited from engaging in any form of harassment, intimidation, or bullying while under school authority.

Harassment, intimidation, or bullying means an intentional act, whether verbal, oral, electronic, or physical, when the act is undertaken with the intent of threatening, intimidating, harassing, harming, or frightening the student, and: (1) physically harms the student or damages the student's property; (2) has the effect of substantially interfering with the student's education; (3) is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or (4) has the effect of substantially disrupting the orderly operation of the school.

(AR 5131.43/Summary) Any student who believes they have been the victim of harassment, intimidation, or bullying, or any person with knowledge of such behavior, should report the incident to the building administrator or designee. Any school employee who witnesses or receives a report of harassment, intimidation, or bullying must act immediately to protect the student, if necessary, and shall immediately report the incident to the building administrator for prompt investigation. The District accepts anonymous reports; however, formal disciplinary action will not be taken solely based on an anonymous report without corroborating evidence.

The building administrator or designee shall investigate all alleged acts of harassment, intimidation, or bullying. This process includes an assessment of any necessary immediate steps to protect the targeted student(s) and maintain a safe learning environment during the investigative period.

The building administrator will implement a response designed to resolve the conflict, hold students accountable, and deter further incidents. Consequences will be proportionate to the severity of the incident and may range from documented school-level interventions to long-term suspension or expulsion. Incidents involving criminal activity may be reported to law enforcement.

Schools will provide available support services and resources to the targeted student(s) to address impact and safety.

Building administrators may confer with the Equal Employment Opportunity (EEO)/Title IX Specialist to ensure all investigative and response protocols meet applicable policy and legal requirements. Building administrators must report sexual harassment. (*AR 5145.7/Summary*) The District handles sexual harassment complaints through two different procedural pathways based on the nature of the offense:

- Title IX Violations: Allegations involving sexual assault, domestic/dating violence, stalking, as defined by federal offenses, or misconduct so severe, pervasive, AND objectively offensive that it meets the federal definition of sexual harassment are governed by the District's Title IX procedures.
- All other forms of inappropriate and unwelcome sexual behavior are a violation of board policy regarding student conduct expectations.

Retaliation or reprisal against any person who reports an incident of harassment, intimidation, or bullying, or cooperates in an investigation, is strictly prohibited. Any such retaliation or reprisal will result in disciplinary action.

Grievance Process

Individuals filing complaints regarding the handling of, or resolution regarding, discriminatory harassment are encouraged to first resolve issues informally with the relevant school officials. If informal resolution is unsuccessful, formal complaints should be directed to the District's Compliance Office to initiate the formal grievance appeal process.

FNSBSD Title IX Compliance Office

[Online Reporting Form](#)

(907) 452-2000, ext. 11379

Student Responsibilities

Concussions

(BP&AR 6145.22/summary) It is the policy of the Fairbanks North Star Borough School District to comply with Alaska Statute 14.30.142 regarding the prevention and reporting of traumatic brain injury to student athletes. This shall include:

1. The development and publication of guidelines regarding the nature and risks of concussions and other traumatic brain injuries in consultation with the Alaska School Activities Association., in order to educate coaches, student athletes, and their parents.
2. The guidelines shall:
 - a. Include a description of the risks of return to play;
 - b. Require the immediate removal from practice or game of a student suspected of sustaining a concussion or other traumatic brain injury;
 - c. Allow return to play only after the student has been evaluated and cleared for participation in writing by a licensed healthcare provider properly trained in the evaluation and management of concussions and other traumatic brain injuries; and
 - d. Require all student athletes with a concussion to successfully complete a supervised, progressive, incremental physical and cognitive exertion program prior to resuming full athletic activities.

Concussions - Return to Play/Sport

A student-athlete removed from participation in a practice or game for suspicion of concussion will not return to play/sport until the student has been evaluated and cleared for participation. A student-athlete may be cleared in writing by an athletic trainer or other "qualified person" who has received training, as verified in writing or electronically by the qualified person under Alaska state law.

The District will utilize a district-sanctioned protocol of gradual return to school and play/sport to maximize student safety. Medical clearance is not required to return to school, except for full participation in school-based sports and physical activity. Return to School and Return to Play/Sport protocols can run concurrently.

Student Driving and Parking

The School Board encourages all students to use the transportation provided by the District. However, when a student drives to school, they must abide by all state of Alaska statutes and regulations regarding the operation of student vehicles, and the administrative rules or regulations pertaining to the operation of student vehicles on school property or at a school sponsored activity. *(BP 5144)*

Closed or Open Campus

(BP 5112.5) The School Board establishes a "closed campus" at elementary and middle district schools. The requirement to keep students on campus is part of the School Board's efforts to maintain a safe school climate and to reduce afternoon absenteeism. Once students arrive at school, they must remain on campus until the end of the school day unless they have express authorization from their parents/guardians and permission from school authorities to leave for a specific purpose. Students who leave campus without such approval shall be classified as truant and subject to appropriate action.

The School Board establishes an "open campus" at high schools. By allowing our students to leave campus during the lunch period, free periods, or other school-approved off-campus activities, the School Board entrusts them with an opportunity to learn responsibility and demonstrate good citizenship. Students shall not leave the school grounds at any other time during the school day without the express authorization of their parents/guardians and permission from school authorities. Students who leave school without such approval shall be classified as truant and subject to appropriate action.

The building administrator may revoke a student's open campus privileges for disciplinary or safety reasons.

Attendance

(BP 5113/Summary) The School Board affirms that regular attendance is essential to student success.

School staff will communicate regularly with parents/guardians regarding their student's attendance and will provide appropriate interventions to reduce absences and ensure students receive required educational services. Parents/guardians, students, and schools share responsibility for meeting attendance expectations.

Compulsory Education: Parents/guardians of children ages 7 to 16 are legally required to enroll their children in public school, unless otherwise permitted by law. Regardless of age, once a student is enrolled, the attendance policy applies.

Daily Attendance Recording: Attendance will be recorded each day in elementary schools and by class period in secondary schools.

Excused Absences: Parents/guardians may excuse absences for health, emergencies, or personal/family activities. Students with excused absences will be given the opportunity to maintain continuity of instruction and earn comparable credit, as outlined in the course or class grading criteria. It is the student's responsibility to initiate and complete makeup work. If the number of excused absences negatively affects a student's academic progress, the building administrator may initiate an intervention, which may include limiting further excused absences.

Unexcused Absences: An unexcused absence is any absence not excused by a parent/guardian or not accepted by the school as excused, whether for a full day or part of a day. Unexcused absences may affect a student's grades. Opportunities to earn comparable credit for classes missed due to unexcused absences are at the discretion of the teacher and as outlined in the course or class grading criteria. It is the student's responsibility to initiate and complete any available makeup work.

Chronic Absenteeism is defined as missing 10% or more of instructional days for any reason, excused or unexcused.

Out-of-Attendance Area Enrollment

(AR5116/Summary) The District allows out-of-attendance area (OAA) enrollment on a space-available basis. All neighborhood schools are open to district students residing outside the attendance area, subject to application timelines and school capacities.

Application Process and Attendance

1. The Superintendent or designee shall establish the application process, including the submission window and specific deadlines, which will be published annually with the online application. (k12northstar.org/oaa)
2. The requesting student must complete the Out-of-Attendance Area (OAA) Application through the District's online lottery portal.
3. Schools will begin accepting applications in the spring semester for the following school year. Applications submitted during the lottery window will be randomly selected and placed on a waitlist.
4. OAA applications will be accepted or denied based on student enrollment numbers and school capacities.
5. OAA enrollment is not guaranteed.
6. Siblings of OAA students who want to attend the same school outside of their attendance area must apply; however, they will receive priority status.
7. OAA students are expected to comply with district attendance standards.
8. OAA transfers for secondary students during the school year are subject to applicable board policies and administrative regulations regarding academic timing and class availability.

Transportation

1. The District does not provide bus service for students from out-of-attendance areas.
2. The parent/guardian is responsible for the student's timely transportation to and from school. A student is not permitted to arrive late or leave early to accommodate a transportation arrangement.
3. District alternative transportation, such as shuttles, may be available as resources permit.

A student enrolled out of area may generally only transfer back to their home attendance school, unless the Superintendent or designee approves a waiver.

Administering Medicines to Students

(AR 5141.21/Summary) Medications should be administered at home whenever possible. Parents/guardians should make every effort to have medication administration set for time periods other than during school hours to avoid disrupting the student's school day. When home administration is not possible, authorized district personnel (see AR 5141.21) may assist in administering medication to students.

Students are subject to disciplinary action for misusing medication, including taking it other than prescribed, with the intent to get high or alter consciousness, or in any way that presents a potential for harm to self or others.

Prescription Medication

1. The Health Office or designated personnel must administer all prescription medication. Students are prohibited from self-administering prescription medications within the District, unless an approved Action Plan specifically authorizes emergency self-administration.
2. A "Request for Administration of Medication" form must be completed by the healthcare practitioner and parent/guardian for all prescription medication to be administered at school. A separate request form must be completed for each medication. All information requested on the form must be provided before administering medication. A new, written request must be completed for any changes to the original request. A request is valid for the current school year only and must be renewed at the beginning of each school year.
3. The parent/guardian is responsible for delivering medication to the Health Office. Intake and inventory will be managed by the Health Office or designated personnel. (see AR 5141.21)
4. A record must be maintained for all students receiving medication. (see AR 5141.21)
5. Prescription medication brought to school must be in the original, properly labeled container that includes the student's name, name of medication, dosage that matches the Request form, prescribing practitioner's name, times and method of administration, and date the prescription was filled. The parents/guardians should request the pharmacist to dispense two labeled bottles of medication if the medication must be administered at school - one for home and one for school. Medication in plastic bags or other non-original containers will not be accepted or administered.

Prescription Medication

6. A new pharmacy label is required for any permanent medication dosage changes. A healthcare practitioner's written order will be accepted for a temporary change until a new label can be obtained.
7. The Health Office or other designated personnel will not administer expired medication.
8. The Health Office or other designated personnel will not give the first dose of any medication. All first doses of medication must be given at home, so the parent/guardian can monitor for side effects or adverse reactions.
9. Medication requiring emergency interventions must be accompanied by an Action Plan completed and signed by the healthcare practitioner, along with the parent/guardian's authorization signature. These include, but are not limited to: Inhalers; EPIPENs; Seizure Medications; Diabetes Medical Management Plan
10. Medications prescribed by out-of-state practitioners registered and licensed to practice medicine in the USA may be administered for no longer than 2 weeks. After 2 weeks, the parent must provide a prescription issued by a practitioner licensed to practice medicine in the State of Alaska.
11. At the end of the school year, or if a medication is discontinued, the parent/guardian will pick up the medication from the Health Office. If the parent/guardian does not pick up the medication, the school Health Office and one other staff member will count and dispose of the medication and document the action taken.

Self-Administration of Inhalers & Emergency Epinephrine

In accordance with Alaska Statute 14.30.141, a student may carry and administer medications for certain types of medical conditions (asthma or anaphylaxis) if:

1. the parent/guardian annually updates the school health history form;
2. the healthcare practitioner provides written verification that the student has received instruction in the proper method of self-administration of the medication, and the student has demonstrated to the healthcare practitioner the skill level necessary to use the medication and any device that is necessary to administer the medication as prescribed;
3. the parent/guardian signs a release of liability for the school and its employees or agents for injury arising from the self-administration or storage of the medication;
4. the parent/guardian agrees to indemnify and hold harmless the school and its employees or agents for any claims arising out of the self-administration or storage of the medication; and
5. the parent/guardian provides a written Action Plan for the student that is signed by the student's healthcare practitioner and the parent/guardian. The Action Plan will be consistent with district policy that if epinephrine is administered, emergency medical services (9-1-1) will also be notified.

A healthcare practitioner is a licensed physician, advanced nurse practitioner, physician assistant, village health aide, or pharmacist.

Self-Administration of Nonprescription/Over-the-Counter Medications

Elementary: Elementary students are not allowed to self-administer nonprescription/over-the-counter medications.

Middle School: Nonprescription/over-the-counter medication may be self-administered by middle school students. The medication must be in the original container, and the student may have only the amount required for that school day.

High School: Nonprescription medication may be self-administered by high school students. The medication must be in the original container.

Nonprescription/Over-the-Counter (OTC) Medication

In acute illness and with parent/guardian telephone or written permission, nonprescription/OTC medications on the approved standing order list from the District's medical advisor may be administered to students for fever, pain, or discomfort at the discretion of the Health Office. If a written consent form is not in the student's health record, the parent/guardian may provide a verbal/telephone consent for a one-time medication administration. The parent/guardian must complete the OTC Request form for future administration.

Nonprescription/OTC medication brought to school must be in its original container, with the label intact and not expired. Nonprescription/OTC medication must be labeled with the student's name, and a dosage guideline and expiration date must be indicated.

Medication in plastic bags or other non-original containers will not be accepted or administered.

Other Medicines

Herbs, vitamins, dietary supplements, homeopathic medicines, and other "natural remedies" will not be administered by the Health Office or other designated staff during school hours without:

1. a written order from a healthcare practitioner authorized to prescribe in the state of Alaska, and
2. identification of the condition for which the product is being used.

Refusal of Medication

If a student refuses to take a medication prescribed by the student's healthcare practitioner or an OTC medication for which the parent/guardian has requested to be administered at school, the Health Office or other designated staff will:

1. attempt to discover why the student is refusing medication and will encourage the student to accept the medication; and
2. contact the student's parent/guardian and offer the parent/guardian the opportunity to come to the school to administer the medication.

School personnel will not use extraordinary measures or physical force to administer medication.

Academic Integrity

(BP 5131.9) The District is committed to fostering a learning environment that promotes academic integrity: honesty, fairness, and respect for academic endeavors.

Expectations for Students

1. Students will meet learning objectives by completing all assigned work as directed by the teaching staff.
2. Students must cite all sources of information used in their work. This expectation includes properly citing information or content generated by Artificial Intelligence (AI).
3. Students may use AI for specific learning activities as outlined in the activity instructions or course syllabus.
4. Students should ask for clarification about academic expectations, including how to properly use AI in their work.

Prohibited Actions

1. Students are prohibited from:
 - a. **Cheating:** Copying someone else's work, sharing answers, using unauthorized materials during assessments, any attempt to tamper with or alter a teacher's records or grades, or using technology (including AI) without permission will be considered cheating.
 - b. **Plagiarism:** Submitting someone else's work, or portions of work (including AI-generated content) as their own, paraphrasing too closely without proper citation, or using unoriginal ideas without attribution will be considered plagiarism.

Violations: Any student suspected of violating this policy will be subject to a confidential, fair, and thorough investigation by the teaching staff. A dialogue between the teacher and the student should be initiated as the first course of action for a suspected violation of this policy. This approach aims to clarify expectations and provide the student with an opportunity to learn from any potential errors and undertake corrective action.

Detection tools (AI or plagiarism), if used by staff, may offer initial indications of cheating/plagiarism, but they are not reliable on their own. The gathering of additional evidence remains essential to support a thorough review of any suspected academic dishonesty. Concerns about investigation outcomes should be brought to the building administrator.

Students, staff, and other members of the school community should report incidents of academic dishonesty to the teacher, or a building administrator.

(AR 5131.9) Consequences: Academic dishonesty will not be tolerated and may result in disciplinary action. Discretionary consequences may include, but are not limited to: a reduced or failing grade on the assignment, an alternative assignment, a restorative or learning activity, a parent meeting, a failing grade in the course, or suspension. Repeat offenses may result in more serious consequences. Academic dishonesty may also include other violations, such as theft, and will be subject to the consequences outlined for those violations.

Elementary Consequences:

Building administrator or teacher's discretion in collaboration with parents

Secondary Consequences

1st offense: Building administrator or teacher's discretion

2nd and subsequent offenses: Building administrator discretion, up to and including short-term suspensions

Student Groups & Activities

The School District offers a variety of opportunities for student groups (teams or clubs) to participate in activities appropriate to the maturity of students. All student groups are considered either school-sponsored student groups (*BP 6145*) or student-led student groups (*6145.5*). All student groups must be approved by the building administrator. All student group participants must comply with all applicable school board policies.

The District provides limited opportunities for elementary students to engage in activities beyond regular classroom instruction. Such student activities may encompass clubs and intramural sports.

Student-Led Groups

(*6145.5/Summary*) A student-led group is any student group that is not school-sponsored. The district shall provide students equal access to, and a fair opportunity to participate in, a student-led group on school premises during non-instructional time, provided the activity does not materially or substantially interfere with the orderly conduct of the educational activities within the school. Such groups shall comply with the rules established by law and by school board policies and administrative regulations.

Fundraising

(*BP 1240; BP 1321; BP 3290*) All district and non-district fundraising activities for student activities must be approved by the building administrator and must be in conformity with school board policy and administrative regulations. Fundraising activities are strictly voluntary.

- District fundraising activities over \$1,000 require Superintendent approval.
- Non-District fundraising activities must clearly identify the fundraising activity under a name other than the school or District, and may not use the District's tax ID number.

Initiations

(*AR 5144*) All forms of initiations by school or non-school groups are prohibited unless prior approval has been obtained from the building administrator. An initiation is defined as a ceremony, ritual test, or activity with which a group admits a new member. Consequences for engaging in unsanctioned initiations will follow the behavioral standard violated. All forms of hazing are prohibited.

Sportsmanship

(*BP 6145.21*) The School Board expects competitors, coaches, officials, district employees, and spectators to demonstrate good sportsmanship during all student competitions and practices.

Students and district employees are responsible for maintaining sportsmanlike behavior at all times and may be subject to disciplinary action for improper conduct.

The Superintendent or designee shall provide students with proper supervision and safety at competitive events. Coaches and supervising staff are responsible for teaching students how to engage in sportsmanship.

Extracurricular and Cocurricular Activities

For a complete guide to student activities see the K12 Activities Handbook.

(BP 6145 & AR 6145/Summary) School-sponsored student groups are those groups designated for extra/cocurricular activities. Students participating in student groups may be expected to pay fees related to travel, uniforms, gear, or other associated costs. Students may not be denied membership or continued membership in the student group if paying the fees is a hardship. School administration, through the student group sponsor or athletic coach, is responsible for providing reasonable alternatives to paying student fees when necessary.

Consent to Participate: Students must have a signed parent/guardian consent form on file prior to participating in a school-sponsored activity.

Eligibility: To participate in extra/cocurricular activities, students in grades 6 through 12 must demonstrate satisfactory educational progress in meeting the requirements for graduation.

- Middle School: Students must have a minimum 2.0 or "C" grade point average on a 4.0 scale with no more than one "F." All students entering 6th, 7th and 8th grade are automatically eligible for the first quarter.
- High School: Students must meet minimum enrollment requirements and must pass a minimum number of semester credits with a 2.0 or higher. Students entering the 9th grade are automatically eligible for the first semester.

Students participating in ASAA-sanctioned activities shall meet ASAA eligibility requirements.

Student Conduct: The building administrator or designee may revoke a student's eligibility for extra/cocurricular activities when a student's poor citizenship is serious enough to warrant losing this

privilege. Students are under school authority when participating in activities including travel.

Physical Exams: Secondary students may not be permitted to participate in a tryout, practice session or in any athletic event (including rifle and cheer) until there is on file, with the Superintendent or building administrator, a statement, signed by a practicing physician, advanced nurse practitioner, physician's assistant, doctor of chiropractic or a military medical examiner, and the student's parents or legal guardians, certifying that the student submitted to a history and physical examination within the prior 18 months.

Attendance Requirements: Students absent from school may not participate in or attend school-sponsored group activities (meetings, practices, or competitions) on that day unless the absence is approved in advance by the building administrator.

Participation in or attendance at school-sponsored activities is prohibited during any in-school or out-of-school suspension. Exceptions regarding in-school suspensions are at the discretion of the building administrator and are reserved for extraordinary circumstances.

Eligibility for weekend or holiday events requires full attendance on the last school day before the event.

These attendance rules also apply to student spectators.

Additional Considerations: All announcements, posted notices, or publications by student groups must be approved by the building administrator prior to publication and must identify the group. Groups must provide reasonable prior notice to the building administrator of their presentations and discussions of controversial issues, the appearance of outside speakers, and the presentation of outside programs. Meetings shall be held on school property, unless the building administrator permits meetings to be held off-site.

Bus Conduct

The bus driver will have the responsibility to maintain orderly behavior of students on school buses. Student misconduct will be reported to the student's building administrator, and a copy of the misconduct report provided to the transportation office. The building administrator will have the authority to suspend the riding privileges of students and/or take other disciplinary actions for students who have disciplinary problems on the bus. Parents/Guardians of children whose behavior and misconduct on school buses endangers the health, safety, and welfare of other riders will be notified that their children face the loss of school riding privileges and/or other disciplinary actions.

General Bus Policies

1. Students are required to ride the bus assigned to them and to board and disembark at their assigned stop.
2. Students may be transported to an already established bus stop or on a different bus on an occasional basis. Parents/Guardians should contact the school office with their request for a Bus Stop Deviation. The student must give the driver a Bus Stop Deviation issued by the school office authorizing this transportation.
3. Requests for students to be transported to new bus stops must be directed to the transportation department.
4. The bus driver has full responsibility and authority for the safety of students while they are being transported on the bus.
5. Parents/Guardians may not remove a student from a bus, after the student has boarded, without the approval of a school representative.
6. Parents/Guardians may not accompany their children on the bus to or from school.
7. Parents/Guardians are responsible for damages to the school bus if caused by their children.
8. The driver will assign seats for elementary, middle, and high school students.
9. Items that can be held in the student's lap or under the seat in the bus may be transported on the bus.

Large musical instruments may not be transported on the bus.

10. Only electronic equipment that is allowed on school grounds is allowed on the bus, such as cell phones, radios or stereos.
11. Ice skates must have protective guards on the blades or be placed in an appropriate box. Paper bags are not adequate blade protection.
12. Skis, ski poles and other such sharp-edged objects should not be transported unless previously coordinated with the building administrator and the bus contractor.
13. Sleds and plastic toboggans may not be transported.
14. No animals, of any kind, are allowed on the bus with the exception of a service animal individually trained to do work or perform a task for a person with a disability.
15. Any items not permitted at school may not be transported on the bus.

Student Responsibilities On the Bus:

1. Always follow the school bus driver's instructions. The driver's primary concern is for student safety.
2. Exercise good manners, caution and consideration for other people. Show respect for the driver, the bus, other students and other adults.
3. Dress properly for the weather.
4. Do not possess anything that may cause injury to others.
5. Do not transport items on the bus that are not permitted at school.
6. Obtain a bus deviation for getting on or off at a different stop than normal.
7. Sit in your assigned seat.
8. Take the bus route change information home to parents/guardians.

While Waiting for the Bus:

1. Dress properly for the weather.
2. Be outside at your stop three (3) minutes before your scheduled bus stop time. Your school bus driver has a schedule to keep and cannot wait for you.
3. Stay a safe distance from the roadway and stay away from the bus until it stops.
4. Line up at the place designated by the bus driver when the school bus approaches.
5. Stay out of the danger zone- don't play in or near the road or push others.
6. Let the smaller student board first.

Boarding and Disembarking the School Bus:

1. Cross the roadway approximately fifteen (15) feet in front of the bus and only when the driver instructs the pupils to cross. Watch for traffic. Stop immediately if the bus driver sounds the horn or tells you to stop over the loudspeaker.
2. If boarding from the right, wait for the driver's command to board.
3. Always use the handrail and go up and down the steps one at a time.
4. Don't push, crowd, or disturb others.
5. When boarding, go directly to your assigned seat and be seated.
6. After leaving the bus, go directly home or to the assigned place.

Student Conduct on the School Bus:

1. In general, classroom conduct will be observed. The school bus is not a playground, save horseplay and wrestling for another place and time.
2. Place books and other gear in your lap.
3. Avoid loud talking, or anything else that might distract the driver.
4. Do not sit in the driver's seat or interfere with him/her in any manner at any time.
5. Keep quiet near railroad tracks so that the driver can listen for trains.
6. Keep your head, arms and body inside the bus. Keep your hands and feet to yourself.
7. Do not throw objects inside of or out of the bus.
8. No eating, drinking, or smoking on the bus. Do not have in your possession, or make use of, alcohol, drugs, or controlled substances on the bus.

9. Remain seated until the bus has come to a complete stop and get off only at your assigned bus stop.
10. Do not open windows without permission; maximum two (2) notches.
11. Do not damage the bus and always assist in keeping it clean.
12. Take a seat and remain seated, facing forwards, while the bus is moving. Keep your feet on the floor in front of the seat, not in the aisle.
13. Keep the aisle and the exits clear.
14. Fighting with other students and/or attacking other students or the driver is prohibited.
15. Use of abusive or vulgar language or directing such language towards other students or adults is prohibited.
16. The emergency door and exit controls may be used only during supervised drills or actual emergencies.

Bus Safety

1. Parents/guardians should review and discuss bus safety and conduct rules with their children. Parental support of the bus driver and the school will help ensure safe rides to and from school for all riders.
2. Students must be responsible for their own conduct on the bus so that nothing they do will risk their own safety or the safety of others.
3. Buses depart the schools seven (7) minutes after the dismissal bell in the afternoon. Students are expected to be on the bus at pull-away time from the school. Students will not be allowed to board the bus after the first bus moves away from the curb.
4. Know the location of your child's bus stop. Know the other students waiting at the bus stop. Be sure your child is dressed appropriately for the weather.
5. Call the bus company or your child's school if your child does not arrive home on time.
6. Contact your child's building administrator if there are problems on the bus. Contact the bus company about bus driver concerns.
7. Contact the FNSBSD transportation department regarding questions about your child's bus route or times.
8. Observe all traffic laws regarding school buses, e.g. stopping for flashing lights, school speed limit zones, etc.

Bus Misconduct Citation Policy & Procedures

Drivers are responsible for maintaining order on the buses. Administering sanctions for misconduct on the school bus is the responsibility of the building administrator at the school where the student is enrolled.

Only the building administrator or designee has the authority to suspend a student's bus riding privileges.

It is the responsibility of the building administrator to advise parents/guardians when a student has been suspended. In the event of misbehavior on the part of the student riding the bus, the bus driver may issue the student a Bus Misconduct Citation for minor and/or major infractions. The driver will complete a School Bus Misconduct Citation. Three (3) copies will be forwarded to the building administrator. The building administrator will forward one (1) copy to the parents/guardians and return one (1) copy to the school bus contractor indicating any disciplinary action taken. The following courses of action are considered as minimum:

1. Depending on the nature and severity of the incident, the first misconduct citation may result in a warning, or other disciplinary action, up to and including temporary or permanent suspension of bus privileges by the building administrator.

2. The second misconduct citation may result in the composition of "PROBATIONARY" status. This process will include counseling with the student and official notification to the parents of the probationary action. Bus riding privileges may be denied to the student for additional violations.
3. The third misconduct citation may result in suspension of bus privileges for a minimum of three (3) days, depending on the severity of the incident.
4. The fourth misconduct citation may result in suspension of bus privileges. In either case, privileges will not be reinstated until such time a conference has been held with the student, the parent/guardian, the building administrator, and a representative from the bus company.
5. Habitual misconduct may result in permanent suspension from the privilege of bus transportation.

This procedure will not preclude the right/responsibility of school officials to take other discretionary immediate action for the preservation of good order and specifically for the safety and well-being of others who ride the bus. Suspension from bus transportation does not excuse the student from school attendance.

FNSBSD Transportation Dept.

(907) 452-2000 option 4

Office Hours:

8:00 AM - 4:30 PM

k12northstar.org/transportation

Durham School Services

Fairbanks: (907) 206-7789 (6:00 AM - 5:30 PM)

Moose Creek/North Pole: (907) 206-7789 option 4
(6:00 AM - 5:00 PM)

Call Durham for student drop-off/pick-up issues, late buses, missed stops, driver complaints, service issues, and lost items.

School Authority and Responsibility

Responsibilities to Student Conduct

(BP 5131/Summary) Student conduct applies to students whenever they are under school authority.

School Board: The School Board establishes a student conduct policy for all schools under its jurisdiction and directs the District to ensure that school personnel are responsible for the proper conduct and supervision of students in their charge.

Superintendent: The Superintendent shall establish the necessary procedures to implement and enforce the School Board's student conduct policy.

Building Administrator: Building administrators shall implement and enforce school rules that support effective learning and promote attitudes and habits of good citizenship in accordance with school board policies and regulations, Superintendent's guidelines. School rules will be distributed to staff, parents/guardians, and students. Building administrators shall also provide instruction to students regarding their rights and responsibilities.

Building administrators shall have the authority to reasonably investigate alleged student conduct violations while the student is under school authority. Investigations may include questioning students who are directly involved in, have witnessed, or possess knowledge relevant to the behavior or incident under review.

Building administrators shall support classroom teachers in fostering improved and acceptable student behavior by upholding high expectations for all students and reinforcing a positive, productive learning environment. Building administrators shall ensure that teachers' classroom rules comply with school rules, school board policies and administrative regulations, and shall have final oversight of classroom management plans.

Teachers: Acceptable classroom behavior allows teachers to provide a supportive learning environment. Teachers shall provide a well-planned and effective classroom management plan, and implement and enforce classroom rules that facilitate effective learning. Classroom rules shall be consistent with school board policy and administrative regulations, and school rules.

A written description of classroom rules shall be provided to students and parents/guardians when grading criteria are distributed at the beginning of the year and/or semester.

Teachers shall cooperate with administrators and other classroom teachers to enforce general school rules and promote acceptable campus behavior.

Parents/Guardians: Parents/guardians play an essential role in supporting their children's education and conduct. It is important that they work in partnership with school staff to help guide their children's behavior and learning. In accordance with applicable laws, parents/guardians may be held responsible for certain actions of their children.

Students: Students will receive clear instruction regarding their rights and responsibilities. All students are expected to follow district policies and administrative regulations, and school and classroom rules, and to engage in their educational programs while showing respect for school staff authority.

Students should have the freedom and be encouraged to express their individuality as long as their conduct does not materially disrupt classwork or involve substantial disorder or invasion of the rights of others.

Safety

(BP 5142/Summary) The District shall make reasonable efforts to ensure the safety and proper conduct of students while under supervision.

(AR 5142/Summary) Building administrators are responsible for establishing staff supervision schedules for all school hours and must notify parents of the specific supervision windows provided before and after the school day.

No student or group of students shall be in the school building outside regular school hours unless under the supervision of an authorized person.

All staff assigned to supervision while students are under school authority are expected to act as reasonably prudent adults to ensure student safety and may not leave an assigned group without making formal arrangements for emergency coverage.

When a student elopes or leaves their assigned area, staff must exercise professional responsibility to ensure student safety.. Staff are expected to maintain supervision of the student whenever possible; in high-risk scenarios, the duty to secure the student's safety takes precedence. Upon becoming aware of an elopement, staff must immediately verify the student's whereabouts, notify administration, contact parents/guardians, and emergency services as warranted.

Any person seeking to contact, remove, or interview a student must provide identification and receive approval from the building administrator or designee, who will ensure the request is for a legitimate purpose. Except as provided by law or board policy, no student may be interviewed by an outside party without the building administrator's approval and, whenever possible, the parent/guardian's permission. Such interviews shall be granted only if deemed essential to the student's welfare or required by court order, and must be conducted in the presence of the building administrator or designee.

Adverse Weather Conditions: Building administrators must adhere to the requirements established in AR 5142 (b) for school activities during adverse weather. In addition to these requirements, administrators shall determine the safety of outdoor activities, including recess, based on local environmental conditions and factors not specifically addressed in the regulation, such as wildlife presence or site-specific hazards. For all outdoor activities, students are required to wear appropriate outdoor gear suitable for the prevailing weather.

School Security Videos

(BP 3515.6/Summary) School security video devices and systems may be installed, operated and used as part of the overall school safety plan to: promote a safe school environment for students, staff, and visitors; deter criminal activity on school campuses; protect school property; improve the safety and security of district facilities; and create a record of activity at certain locations.

Recordings that show identifiable students shall be treated as an education record and shall not be released or utilized outside of the school district except pursuant to a subpoena, court order, or release in accordance with FERPA and any other applicable local, state and federal privacy laws.

School safety video recordings that are not education records may be disclosed as provided in the Alaska Public Records Act, AS § 40.25.110 – 40.25.125.

(AR 3515.6/Summary) When student misconduct resulting in discipline is revealed as a result of a video recording, that video becomes a part of their student record. Disciplined students and their parents/guardians may request authorization from the Superintendent to view the record under the following conditions:

1. Requests for viewing must be made within five (5) school days of notification of the recording.
2. The Superintendent shall grant or deny the viewing within five (5) school days of the request.

3. Viewing will be limited to those frames containing the incident of misconduct.
4. The School District makes no guarantees as to the availability or condition of any video recordings.
5. A viewing shall occur only in the presence of the Superintendent, building administrator or designees.

Access to Students

(BP 5129) Prospective employers, including military recruiters, and representatives of post-secondary educational institutions may have access to students on school grounds to provide information and recruit. As required by the Every Student Succeeds Act (ESSA), military recruiters shall have the same access to secondary school students as is generally provided to postsecondary educational institutions or to prospective employers of those students. Same access includes equitable space allocation and opportunities for contact.

School Wellness

(BP 5040/Parial) It is the policy of the School Board to comply with federal wellness policies as a tool to promote student wellness, prevent and reduce childhood obesity, and provide assurance that school meal nutrition guidelines meet the minimum federal school meal standards. The Superintendent will be responsible for implementing, disseminating, and evaluating the school wellness policy and its goals.

Food Sales

(BP 3554/Summary) The School Board believes that all food available at school should contribute to the development of sound nutritional habits and should reflect concern for the health and well-being of our students. The School District will prohibit the marketing and advertising of all foods and beverages that do not meet the National School Lunch Act, Nutrition Standards for All Foods Sold in Schools, also known as Smart Snacks in School nutrition standards on the school campus, during the school day.

During School Day: Between the hours of 12:00 AM and 30 minutes after the conclusion of the instructional day, the Superintendent or designee may permit food and beverage sales by student or adult entities or organizations provided that these sales meet the requirements of Smart Snacks in School, or other district programs, do not impair the food service's ability to be financially sound, and observe appropriate sanitation and safety procedures.

Outside of School Day: From 30 minutes after the conclusion of the instructional day until 12:00 AM, the Superintendent or designee may permit food and beverage sales by student or adult entities or organizations provided that these sales comply with state and federal regulations and observe appropriate sanitation and safety procedures.

(AR 3554/Summary) The Nutrition Standards for All Foods Sold in School do not apply to:

- meals, beverages, or snacks brought to school by students or staff for individual consumption;
- food or beverages brought to school for class parties and special event celebrations;
- foods used by teachers for instructional purposes (except no soda, gum, or candy);
- food prepared in class by students for instructional purposes;
- food and beverages provided for students as part of a class or school cultural heritage event for instructional or enrichment purposes;
- school-approved field trips;
- students who leave district property to travel as part of approved student activities or competitions;
- food and beverages sold or served in staff lounges and administrative (adult-only) meetings; and
- food and beverages sold after the school day in bake sales or fundraisers.

Fundraising activities for foods not intended for consumption (including distribution of order forms) at school are an exception to the nutrition standards and may continue.

Search and Seizure

(BP & AR 5145.12/Summary) The building administration has the right and duty to search a student's person and property when there is reasonable suspicion that drugs, weapons, dangerous items, illegal or prohibited matter, or stolen goods are likely to be found.

Reasonable suspicion is defined as objectively justifiable grounds for suspecting a search will uncover evidence that a student violated the law or the rules of the District or the school. The scope of the search must be directly connected to the suspected item and not overly intrusive in light of the age and sex of the student and the nature of the infraction. In determining whether reasonable suspicion for a search exists building administration shall consider:

1. the student's age and previous behavior patterns
2. the prevalence and seriousness in the school of the problem to which the search was directed
3. the urgency requiring the search without delay
4. the substantive value and reliability of the information used as a justification for the search
5. the location of the student at the time of the incident, which gave rise to reasonable suspicion

Building administration must be able to:

1. state a basis for the search;
2. articulate specific facts that provide that basis; and
3. establish a nexus between those facts and the place/object to be searched.

Student consent does not negate the reasonable suspicion required to conduct a search.

Search of Student: Students have a reasonable expectation of privacy regarding their person and their property. Searches of a student or a student's property will not be excessively intrusive or beyond the scope of the suspected items sought.

Before searching a student or their property, building administration should seek, but need not receive, the student's consent whenever reasonably and safely possible. Personal property searches should be conducted in the student's presence unless the suspected item is believed to pose an immediate threat. A reasonable attempt shall be made to notify the student's parent/guardian if the contact does not significantly delay or interfere with the investigation process. If contact with parents/guardians does not occur prior to the search being conducted, parents/guardians will be contacted as soon as possible following the search.

Items used to disrupt or interfere with the educational process may be temporarily seized by school authorities. Such items shall, upon request, be returned to the student or the parent/guardian at the end of the school day, unless they are prohibited items. Prohibited items, such as unauthorized substances or weapons, and their related paraphernalia, will not be returned to the student and may be turned over to the police. Any prohibited item found as part of a reasonable search may result in disciplinary action, even if the prohibited item was not the suspected item within the scope of the search.

If reasonable suspicion to search a student or a student's property is identified and communicated, and a search is refused, the student will be subject to the identified disciplinary action.

1. Student's Person: The District maintains a zero-tolerance policy against staff-performed intrusive searches. An intrusive search is any search that requires a student to remove clothing beyond standard outerwear. In instances where an intrusive search is deemed necessary to maintain safety, administration will contact law enforcement, who will assume sole responsibility for the search.
2. Student's Property: Student property includes backpacks, bags, jackets, purses, etc., which may be with a student, in a student's vehicle, or in school-owned property such as lockers. A search of student property requires reasonable suspicion. Prohibited items in "plain view" can be seized without evidence of prior reasonable suspicion.
3. Search of Student's Person and Property with Metal Detectors: Building administration is authorized to utilize hand-held metal detectors to search individual students based on reasonable suspicion. All staff must complete designated training on the proper operation and legal protocols of these devices prior to conducting a search.
4. Student-Owned Portable Electronic Devices: A student may share information on a portable electronic device voluntarily with building administration. Building administration will not search through a student's portable electronic device. Building administration can request information from a student's portable electronic device with parent/guardian approval. Such a request constitutes a consent-based search and must remain within the scope of the student's consent and under the student's or the parent/guardian's control at all times. Consent may be provided verbally by the parent/guardian and documented by the building administration.

If explicit images depicting minors are the subject of concern, school personnel should not view, save, or transmit those images to anyone, including other school personnel. Personnel shall follow mandatory reporting procedures ([AS 47.17.020](#)), contact the nearest law enforcement agency and the Office of Children Services, and then report to the Assistant Superintendent.

If a portable electronic device is found and determined to be without an apparent owner, building administration may conduct a limited search to determine ownership.

In an emergency, building administration should rely on school records to determine a student's emergency contact information. Only if school records do not provide a student's emergency contact information, building administration may seek it in a limited search of a student's portable electronic device.

5. Student's Vehicle: Building administration can observe the exterior of a vehicle, including what is visible through windows or in the truck bed. Reasonable suspicion is required to search the unexposed interior, the glove compartment, the trunk, or any backpacks, bags, etc. inside the vehicle.

Search of Facility/School Property: Students do not have an expectation of privacy in school property, such as lockers and desks. However, a search of school lockers and other school property may not be more intrusive than reasonably necessary to meet the objectives of the search.

Metal Detectors and Canine searches may be approved by the Superintendent or designee. Such a decision should include consideration of the prevalence and seriousness of the target paraphernalia and the urgency requiring the use of detection devices.

School Devices: As a condition of using devices supplied by the District, the student acknowledges that there is no expectation of privacy and that the District may exercise its discretion to search the device.

Safety Considerations and Law Enforcement Contact: School authorities will always use caution when conducting a search. Searches will be conducted in the presence of at least two staff members. School authorities should wear safety gloves when searching and should ask students if a search may uncover sharp objects, drugs, or other dangerous materials. Law enforcement may be contacted when safety is a concern. The building administration must immediately contact law enforcement to manage life-threatening safety concerns. Pending the arrival of officers, staff remain responsible for seizing dangerous items whenever feasible and without compromising staff safety.

Criminal Investigations

(BP 5145.11/Summary) When a student is a suspect, witness, or victim of a crime, the District will cooperate with local law enforcement in the investigation of criminal offenses while preserving students' rights and maintaining the schools' educational environments.

Student Arrests: If a law enforcement or probation officer has a warrant for a student's arrest, or if a law enforcement or probation officer states there is probable cause to arrest a student, it is the building administrator's responsibility to facilitate the student's removal from school with minimal disruption. It is the responsibility of the law enforcement or probation officer to notify the student's parent/guardian of such actions. The building administrator shall also make a reasonable attempt to notify the parent/guardian after the arrest.

Interview of a Student by Law Enforcement: Interviews of students at school by law enforcement officers regarding incidents not related to school are deemed the last resort and should be avoided whenever possible. Law enforcement officers are expected to make a reasonable attempt to question students outside the school environment. This protocol does not apply to interviews conducted by a law enforcement officer acting in conjunction with a child protective agency responding to a reported suspicion of child abuse or neglect.

When a law enforcement officer asserts to the building administrator that there is no other reasonable means of securing an interview with a student, or if the criminal act is school-related, the building administrator will allow the law enforcement officer to talk with the student at school. The administrator shall notify the student's parent/guardian prior to the interview and allow them time to be present or available, unless an emergency situation prevents advance notification. The building administrator shall attend the interview as a neutral observer. It remains the responsibility of the law enforcement officer interviewing the student to ensure compliance with all applicable procedural safeguards.

Corporal Punishment

(BP 5144) Corporal punishment is prohibited by law as a disciplinary measure against any student. School administrators and teachers shall employ other means of disciplining students. Restraint and seclusion *(BP 5142.3)*, if used in full compliance with applicable law, are not corporal punishment.

Student Use of Technology

2026-2027 FNSB School District Acceptable Use Policy & Agreement

Technology access is granted automatically under this agreement. Families wishing to decline access must opt out through PowerSchool.

The FNSB School District is committed to providing secure and up-to-date technology and resources to students and staff for educational purposes. These resources are provided in order to improve the entire educational experience, whether in a remote learning situation, in a blended learning environment, or in a school building. The School District reserves the right to monitor any and all activity on any District-owned network or device.

This Acceptable Use Policy & Agreement (AUP) is in place so that students, families, and staff (Users) are aware of their responsibilities. The School District reserves the right to modify this AUP at any time by publishing modifications on the School District website, in email, or elsewhere.

Users are responsible for adhering to appropriate behavior and communications on School District devices and networks. Users are required to comply with Board of Education policies and regulations. The School District is not responsible for the actions of individuals utilizing School District devices or networks that violate this AUP and/or Board of Education policies and regulations.

School District Administrators may need to access data and files in the normal course of their duties to maintain network and system integrity, or to ensure that Users are using the network and system responsibly. This could include emails and files stored on or transmitted via any School District device or network. As such, Users should have no expectation of privacy on these devices or networks.

Prohibited Activities:

Users of School District networks or devices are prohibited from engaging in the following behaviors/activities:

- Accessing, distributing, or communicating inappropriate or offensive materials.
- Engaging in conduct or activity that violates Board of Education policy or regulation, school or classroom rules, or applicable law.
- Harassing or cyberbullying others.
- Violating copyright or software licenses.
- Accessing any system or account without authorization.
- Bypassing or otherwise evading School District controls.

District Issued Devices

- Devices are loaned to students as an educational tool and may only be used for authorized purposes. Policies regarding Internet use apply at all times on District-owned devices, on or off of school property.
- Students and their families are responsible for the proper care of devices at all times.
- Violation of policies may lead to restricted use of devices.
- Equipment must be returned in acceptable working order upon request by authorized school staff. Fines or replacement costs may be assessed for returning equipment in an unacceptable working order or condition. Costs: Chromebook/iPad \$300; Power cable \$30; Chromebook Screen \$20; Keyboard Repair \$45; other repairs as determined.

District Internet and Technology

(AR 6161.4) In accordance with the District Internet and Technology Policy, all district technology users must use district technology in a responsible, ethical, respectful, and legal manner. Users of these District resources assume responsibility for understanding the procedures and guidelines associated with their use.

The District is not liable for the failure of any technology protection measure, user violations of copyright restrictions, or user mistakes or negligence.

Authority: The Superintendent or designee shall notify employees, students, and parents/guardians about authorized uses of district technology, user obligations and responsibilities, and consequences for unauthorized use and/or unlawful activities. This includes the following:

1. The electronic information available to students and staff does not imply endorsement of the content by the District, nor does the District guarantee the accuracy of the information received on the Internet.
2. The District shall not be responsible for any information that may be lost, damaged, or unavailable when using district technology.
3. The District shall not be responsible for any unauthorized financial obligations incurred as a result of accessing district technology.
4. The use of district technology is a privilege -- not a right. Failure to follow established rules can result in appropriate disciplinary action, as well as the loss of access to district technology and accounts. Legal action may be taken as appropriate.
5. The District reserves the right to monitor all activities and traffic on district networks without notice or consent. This includes monitoring the online behavior of minors when using district devices or networks. The District also reserves the right to inspect and review district-provided technology devices and their associated data, including electronic communications (such as email, Internet, and voicemail), if there is a reasonable suspicion that such inspection will reveal evidence of conduct that is illegal or violates the District's policies. These inspection and monitoring efforts serve to uphold compliance with applicable laws and ensure the proper use of technology in accordance with this and other district policies.

Use Guidelines

1. District employees must apply the same criterion of educational suitability used for other educational resources when providing access to district technology informational resources.
2. Users are responsible for their use of district technology. Assigned accounts and devices are to be used only by the authorized user or under the direct supervision of the authorized user.
3. Users are expected to act in a responsible, ethical, and legal manner. Specifically, the following uses are prohibited:
 - a. use that violates federal or state law, local law, school board policy or regulation, or district user agreements;
 - b. use that violates copyright laws and/or copyright policy;
 - c. posting, writing, creating, editing, transmitting, or sending inappropriate communication using technology, whether by social media, phone, email, instant messages, text messages, web pages, or other method, containing but not limited to cyber-bullying and/or unlawful, threatening, abusive, libelous, harassing, obscene, pornographic, explicit, or defamatory information of any kind;
 - d. accessing, viewing, creating, or saving inappropriate content, such as obscene, sexually explicit, violent, or drug-related material;

- e. use to intentionally seek information on, obtain copies of, or modify files, other data, or passwords belonging to other users, or any use that serves to disrupt the use by others;
- f. destruction, modification, or abuse of hardware and/or software in any way;
- g. impersonation of another user;
- h. loading or use of unauthorized games, software, programs, files, or other electronic media;
- i. invasion of the privacy of individuals, including the unauthorized disclosure, dissemination, and use of personal information, or capturing unapproved images, video, or audio of others.

Artificial Intelligence (AI)

(AR 6161.3/Summary) AI should support, not replace, professional and academic work. Staff and students must ensure that the use of AI does not bypass the cognitive effort required to master learning objectives. Staff and students are responsible for everything they write, post, share, or submit, whether it is an original piece of work or contains AI-generated content. While AI can be a valuable tool, the response provided is susceptible to outdated, inaccurate, and biased information. To ensure validity, it is the user's responsibility to critically evaluate AI output using credible sources (textbooks, academic journals, and reputable websites). Users should not rely on AI output as a primary source of information.

The use of AI must align with existing district policies and administrative regulations, and applicable law.

Staff will provide clear guidance on the extent to which AI may be used in the course syllabus or activity instructions by:

1. specifying which AI tools are permitted for student use;
2. clearly defining the types of AI assistance that are acceptable, such as research, brainstorming, feedback, or content creation;
3. explicitly stating any prohibited AI activities, including those that violate academic integrity, privacy, copyright, or harm others;
4. establishing clear expectations for citing and acknowledging the use of AI in student work; and
5. emphasize the importance of critically evaluating AI-generated content and taking responsibility for the quality and originality of work.

Student Use Guidelines: By practicing responsible AI use, students learn the importance of maintaining human agency and critically evaluating information when making decisions in the modern world, in post-secondary education, and in future careers. Students are expected to adhere to the following guidelines.

1. Permission is required to use AI to complete coursework and assessments, and should only be used to the extent allowable as determined by the teaching staff.
2. Copying content from AI and presenting it as the student's own work is strictly prohibited, as is incorporating text not created by the student without proper attribution and/or citation. Deviations from these guidelines or violations of this policy will be considered violations of the District's academic integrity policy.
3. Using AI to impersonate or generate inaccurate or inappropriate content for any purpose, including but not limited to bullying, harassment, or other forms of intimidation, is strictly prohibited.

Violations of this policy may result in disciplinary actions under Academic Integrity (BP 5131.9).

Cell Phone and other Personal Electronic Devices

(BP & AR 5138) The School Board acknowledges the prevalence of personal electronic devices and recognizes their value for communication and information access. The School Board also recognizes that these same devices can negatively impact learning, safety, and the educational environment. Therefore, the District shall regulate student access and use of personal electronic devices within school settings. All school personnel are responsible for ensuring consistent enforcement of this policy.

The District & FNSBSD schools shall maintain communication protocols to enable parents/guardians to contact their students.

Conditions of Use: Personal electronic devices must be turned off and stored in student lockers (6-12) or student backpacks (K-5) during the school day. Elementary and middle school students (K-8) may use their devices before and after school. High school students (9-12) may use their devices during lunch, and before and after school. Building administrators reserve the discretion to implement more restrictive access and use guidelines within their schools. Building administrators are responsible for communicating the conditions of use to students and parents/guardians.

Student access and use of personal electronic devices is a privilege while under school authority. Students will abide by this policy and school personnel directives regarding use. Students are required to turn personal electronic devices over to school personnel when requested. Students who violate applicable school board policies or state or federal law may forfeit this privilege and/or face disciplinary action.

A personal electronic device confiscated by the District will be secured with reasonable care and returned to the student or parent/guardian unless turned over to law enforcement. The District, including all district employees, assumes no responsibility for loss or damage to personal property of students, including personal electronic devices, whether in the possession of students or if confiscated by school personnel pursuant to this policy.

Exceptions: Use of personal electronic devices for students with documented needs will be outlined in a student's individualized education program (IEP), Section 504 plan, Multilingual plan (ML), or health plan, as determined appropriate by the school team.

Searches: The building administration will not search a student's personal electronic device without parent/guardian consent and under limited conditions. *(See BP 5145.12)*

Safety Considerations: During an emergency, the use of personal electronic devices can hinder emergency response efforts. These devices can distract individuals, clog communication lines, and create unnecessary confusion. To ensure an efficient and effective response, the District will use emergency communication tools to provide information to staff, parents/guardians, and students.

Cell Phones and Other Personal Electronic Devices - Administrative Regulation

Definition: Personal electronic devices are defined broadly as any non-district issued electronic device capable of telecommunication, internet access, recording images or audio, transmitting images or audio, or any device determined by school personnel to be a personal electronic device. Examples may include cell phones, smartwatches, and headphones/earbuds.

Conditions of Use: Student access and use guidelines are specified by the school board policy.

With pre-approval from the building administrator, middle and high school teachers may facilitate the use of personal electronic devices for specific instructional activities that cannot be met with district devices.

Teachers shall not allow the use of personal electronic devices as a reward or during “free time.”

Students engaged in school-sponsored activities and programs outside the regular school day are subject to school authority and the specific expectations of those activities or programs.

Communication Protocols: Parents/guardians are asked to partner with the schools in facilitating communication. The following structured communication methods will be used to maintain communication between parents/guardians and students while minimizing classroom disruption. Parents/guardians are encouraged to contact the school with questions or concerns.

1. The school office phone is the primary method for parents to communicate with students during the school day. School staff will relay urgent messages to students.
2. Students will have access to designated school phones with staff permission for urgent communication with parents/guardians. Students can also use personal devices to communicate with parents/guardians at the office with staff permission.
3. Parents/guardians and students are strongly encouraged to communicate before and after school hours regarding daily schedules, after-school activities, and potential plan changes.
4. The school will use email, text messaging systems, and school website announcements to communicate important information to parents/guardians and students.
5. The school will implement emergency communication protocols during emergencies.
6. In case of emergency, verbal permission by a teacher or administrator is required in situations where permission can be obtained.

Responsible Use Guidelines: In addition to those conduct rules set forth elsewhere, the following expectations guide personal electronic device use while under school authority.

1. Students will only access and view internet sites suitable for minors, as mandated by the [Children’s Internet Protection Act](#). Inappropriate content, such as obscene, sexually explicit, violent, or drug-related material, is strictly prohibited.
2. Students will use personal electronic devices legally, ethically, and responsibly. Any communication that violates the privacy of others or disrupts the safety and security of others or the school environment is prohibited; this includes actions that harass, bully, threaten, or embarrass others.
3. Students will not use personal electronic devices to capture images, video, or audio of others in bathrooms, locker rooms, or other places where privacy is expected.
4. Image, video, and audio recordings pose a threat to the personal privacy of individuals. Students and staff should first grant permission to be photographed or recorded and reserve the right to refuse. Public events are a reasonable exception to this guideline.

Violations: Violations of this policy that also constitute other infractions, such as harassment, will be subject to the disciplinary measures prescribed for those infractions. Use of personal electronic devices in violation of the law will be reported to law enforcement authorities. Confiscation of such devices may occur, and recovery of confiscated devices is the sole responsibility of the parents/guardians, who must contact law enforcement directly.

Consequences

1. During the first week of school, students violating this policy will receive a warning and be instructed on how to follow this policy; this process includes a new student's first week at school.
2. After the first week, violations will result in the student reporting to the office to submit their device to the building administrator or designee. Confiscated devices will be stored in a secure location in the front office. Parents/guardians will be notified.
 - a. **First Offense:** The student may retrieve the phone at the end of the school day.
 - b. **Repeat offenses** will be handled in collaboration with parents/guardians to implement school-level interventions that ensure compliance with the policy. Parents/guardians will be required to pick up the device at the end of the school day.
3. Refusal to report to the office or to submit a device is considered Insubordination.

Student Discipline

(AR 5131) Student conduct applies to students whenever they are under school authority, including when attending school or on school premises, at school-sponsored activities, during the lunch period, whether on or off campus, and on school buses. Student misconduct that occurs off school property or outside the school day may be subject to school disciplinary action when the behavior demonstrates a clear nexus to the school environment. This includes conduct that disrupts the orderly operation of the school or otherwise undermines the school's ability to maintain a safe and effective learning environment for students and staff. The building administrator will make such a determination.

(BP 5144) The School Board believes that one of the major functions of public schools is to prepare youth for responsible citizenship. The District shall foster a learning environment that reinforces self-discipline and the acceptance of personal responsibility. Students are expected to progress from being adult-directed to self-directed with minimal disciplinary measures.

The Board recognizes that discipline policies and administrative regulations relating to student conduct must delineate acceptable behavior and provide the basis for sound disciplinary practices within each school in the District to maintain an environment conducive to learning.

Authority: The authority to discipline students resides primarily with the building administrators. Building administrators have the discretion to apply fairness and common sense to the specific facts of each situation. Certified staff at each school have the authority to implement classroom discipline as outlined in their respective classroom management plans.

Long-term suspensions (over 10 days) shall require a decision by district-level administrative review. Expulsions shall require a decision by the School Board.

General Requirements: Students shall be informed of alleged misconduct, the evidence that provides the basis for the allegation, and the applicable disciplinary actions. Students will have the opportunity to explain their side of the matter, including a reasonable opportunity to submit

information and evidence. Building administrators will maintain open lines of communication and collaboration with parents/guardians when issuing a disciplinary decision to support effective discipline.

Building administration must be able to substantiate a student's misconduct by a preponderance of the evidence (more likely than not it occurred). Disciplinary responses will follow applicable board policy and administrative regulations, and the law.

Consequences for misconduct will be fair, impartial, reasonable, and developmentally appropriate, taking into account the circumstances.

Disciplinary Responses: To establish effective disciplinary procedures that do not disrupt the educational process, the School Board and Superintendent or designee may authorize a variety of disciplinary measures. The appropriate level of discipline requires professional judgment. It should be based on an individualized evaluation of the conduct, associated mitigating or aggravating circumstances, and any other applicable board policy or legal requirements.

Discipline is intended to foster student growth while ensuring a safe and supportive learning and working environment. Discipline serves as a means of teaching, and because positive relationships and environments are fundamental to effective teaching, disciplinary interventions will include opportunities to restore relationships, teach appropriate behavior, and provide necessary correction. These efforts aim to develop responsible, constructive individuals who

contribute positively to the school community and society.

Suspensions & Expulsions: The School Board recognizes that maintaining an environment that promotes learning and protects the health, safety, and welfare of all students may require the suspension or expulsion of a student from regular classroom instruction.

A student may be suspended or expelled for the following causes: (1) continued willful disobedience or open and persistent defiance of reasonable school authority; (2) behavior that is harmful to the welfare, safety, or morals of other students or of a person employed or volunteering at the school; (3) conviction of a felony that the governing body of the District determines will cause the attendance of the student to be harmful to the welfare or education of other students.

The Superintendent or designee or building administrator may impose an in-school or out-of-school suspension when other means of intervention fail to achieve proper conduct or when serious misconduct presents a safety concern. Suspensions may be used in collaboration with other interventions, as appropriate. Suspension time should be used to plan a student's return to school after suspension.

The School Board may expel a student for severe or prolonged disciplinary breaches. Except for single acts of a grave nature, expulsion is usually used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to other students.

Parents/guardians shall be notified of the suspension/expulsion in writing, and reasonable efforts shall be made to contact them in person or by telephone. The written notice shall state the reasons for suspension/expulsion and the readmission date.

Short Term Suspension (10 days or less)

Building administrators may suspend students for 10 days or less. Building administrators have the discretion to employ in-school suspension, out-of-school suspension, or a combination of these disciplinary approaches as deemed appropriate.

In-school short-term suspension is a disciplinary alternative used when a student's behavior violates school or district rules, and they are removed from the regular classroom and placed in a supervised environment in the school. This environment may or may not include a specific academic component.

Out-of-school short-term suspension is a suspension from all school attendance.

Long-term Suspension (more than 10 days) and Expulsion

Long-term suspension means the denial of the right to attend school for a specific period exceeding 10 school days but less than 90 school days. The District determines the number of school days assigned to a long-term suspension through the administrative review process. To support academic progress, the District may consider quarter and semester timelines when reasonably possible and consistent with disciplinary practices.

Expulsion means the denial of the right to attend school for an indefinite period of time greater than 10 school days, at least through the end of the school year, or for a specific period of time equal to or greater than one (1) year.

Building administrators have 10 days to investigate student misconduct and to finalize a disciplinary recommendation. Students may be suspended pending investigation for no more than 10 days.

If a student is suspended or expelled for disciplinary reasons, or denied attendance for more than 10 days, they may participate in an alternative educational opportunity offered by the District.

Corporal Punishment: Corporal punishment is prohibited by law as a disciplinary measure against any student. School administrators and teachers shall employ other means of disciplining students. Restraint and seclusion, if used in full compliance with applicable law, are not corporal punishment.

Reporting to Law Enforcement: In addition to subjecting a student to discipline, crimes committed by a student while under school authority may be reported to law enforcement. Contacts with law enforcement require an effort to contact the parent/guardian of the student(s) involved. Criminal proceedings are independent of actions taken by the

District. The District may impose discipline for misconduct regardless of whether criminal charges are filed or a conviction is obtained. The Superintendent should ensure cooperation with law enforcement in the investigation of crimes committed by students while under the school's jurisdiction.

Discipline Status: Students suspended out of school or expelled shall be excluded from all school grounds and all school-related activities during the suspension or expulsion.

Behavioral Standards and Misconduct

Inappropriate School and Classroom Behavior

Inappropriate School and Classroom Behavior is defined as any behavior that violates district, school, or classroom expectations as managed by school staff. Adults in authority will pursue available school interventions with students and parents/guardians regarding behavior violations. Failure to respond to interventions may result in the behavior being referred and resolved as a formal policy violation.

DISRUPTIVE MISCONDUCT

Dishonesty

Dishonesty is defined as misrepresentation of the truth, including, but not limited to: forging signatures, false accusations against others, providing false identification, lying, misuse of school documents, and diverting attention to avoid detection.

Disruptive Behavior

Disruptive Behavior is defined as behavior that substantially interferes with the educational process, the appropriate activities of students and staff, or school authority. This includes, but is not limited to, persistent defiance, outbursts, distracting noises/actions, indecent exposure, excessive or inappropriate physical contact, and inappropriate communication. This definition also encompasses gang-related behavior. (*Behaviors that constitute harassment, sexual activity, physical aggression, or flagrant disrespect are defined elsewhere.*)

Noncompliance

Noncompliance is defined as behavior that intentionally disregards a specific directive given by any staff member or other adult in authority on school grounds or at any school-sponsored activity. Noncompliance is also repeated and/or intentional disregard for established school, classroom, and district rules, including attendance-related violations.

Technology Misuse

Students are required to use district technology, including devices, networks, the internet, and email, in an appropriate manner, as outlined in district policy and acceptable use agreements. Unauthorized or off-task use of these resources is prohibited.

SERIOUSLY DISRUPTIVE AND DANGEROUS MISCONDUCT

Sexual Activity

Sexual activity is not appropriate in school, on school grounds, or at a school-sponsored activity. Sexual activity includes intentional masturbation or other solo sexual activity or any consensual sexual activity, including but not limited to touching of someone's intimate parts or the clothing covering those parts, intercourse, and oral sex.

False Alarm

False Alarm is behavior that intentionally incites an emergency response or an administrative investigation. This includes activating fire alarms without cause, making false emergency calls, or spreading false rumors regarding potential threats rather than reporting them directly to authorities.

Dangerous or Disruptive Items

The possession or unauthorized use of dangerous or disruptive items that jeopardize school safety or disrupt the educational process is prohibited.

- Dangerous Items include, but are not limited to:
 - parts, devices, equipment, and/or products associated with fire-starting materials; weapon-related items (e.g., ammunition, projectiles, arrows); nuclear, biological, chemical, or explosive materials; tobacco and nicotine products (e.g., vaping parts); and alcohol or other unauthorized substances (e.g., empty alcohol containers, use devices).
 - nondeadly weapons, which include any object or device that is used as or looks like a weapon, other than a firearm or deadly weapon. The term includes but is not limited to, salable fireworks, paintball guns, orbeez guns, stun guns, bb, spring, air, and pellet guns, defensive weapons such as an electric stun gun or mace, a knife that is not designed for and capable of causing death or serious physical injury (e.g., Leatherman tool, small souvenir pocket knife, xacto knife), toy knives and guns that look like real knives or guns, and any instrument when its possession is for the purpose of causing a person bodily harm or fear of bodily harm.
- Disruptive Items include, but are not limited to, laser pointers, noisemakers, speakers, prank items, trend-based disruptions, pop-rockets, toy weapons (readily recognizable as a child's plaything, such as squirt guns), or anything identified as being possessed or used to disrupt.
- Exclusion: This category pertains specifically to the possession or unauthorized use of an item. Any instance in which an item is used to intentionally threaten or inflict harm on another person shall be classified and addressed in accordance with applicable board policy.

Vehicle Offense

Vehicle offense is defined as behavior that involves misuse or misconduct (e.g., a parking violation, a moving violation, or reckless or threatening behavior) with a motorized vehicle (e.g., cars, motorcycles, all-terrain vehicles, snow machines, etc.) on school district property or at a school-sponsored activity. All vehicle operations must comply with applicable state and local laws and local ordinances. Elementary and middle school students are prohibited from operating any motorized vehicle on school property.

Dangerous Action

Dangerous action is defined as behavior that endangers the safety of oneself or others.

PROPERTY MISCONDUCT

Damage/Destruction/Vandalism

Damage, Destruction, and Vandalism are any behavior that attempts to or actually damages, pollutes, litters, defaces, disables, or destroys school property (including technology) or personal property on school grounds, transportation, or at sponsored events. These acts may be negligent, reckless, intentional, or malicious. The severity of the offense increases based on the individual's level of intent and the extent of the damage caused.

Theft

Theft is defined as the taking of personal or school property without the owner's permission for oneself or another person, or possession of stolen items or items reported stolen. This includes finding property and failing to find the owner or turn it into school officials, or obtaining property that is lost, mislaid, or delivered by mistake, or theft of food and beverages from the District's meal program. Embezzlement is defined as taking money from school or school activity funds that the student has been entrusted to handle.

Trespassing

To enter or remain on school district premises without permission or in violation of school action, law, or court order, with or without the intent to commit a crime, is prohibited and may result in disciplinary action. During school hours, a student must have the authorization to be on the property of a school where the student is not enrolled.

INTERPERSONAL AND VIOLENT MISCONDUCT

Physical Aggression

Physical aggression is defined as posturing or challenging behavior that conveys an intent to fight or violates physical boundaries, up to physical contact. This includes, but is not limited to, aggressively violating personal space, rough play, chest or belly bumping, tripping, kicking, hitting, spitting, or otherwise physically abusing or harming another person. The severity of the offense increases based on the individual's intent to cause harm and the resulting impact on others.

Fighting

Behavior that results in physical conflict or mutual combat between two or more individuals is prohibited and will result in disciplinary action, regardless of who initiated the conflict.

Flagrant Disrespect

Flagrant disrespect is defined as seriously offensive or excessively defiant behavior, expressed through gestures, language, or threatening acts, directed at any staff member, student, or other person.

Extortion/Blackmail/Coercion

Blackmail: An unlawful demand for money or property under the threat of disclosing private or damaging information.

Extortion: Obtaining or attempting to obtain money or property through the use of violence, threats of violence, untrue accusations, or public ridicule.

Coercion: Compelling an individual to engage in or abstain from specific conduct by means of fear, physical injury, or the threat of exposure.

Threat

Threats are verbal, written, or physical threats that create fear of bodily harm. At the most serious end, this definition includes Terroristic Threatening as defined by criminal statute. Threats result in a Threat Assessment.

Initiations and Hazing

All forms of initiation by school or non-school groups are prohibited unless prior approval has been obtained from the building administrator. An initiation is a ceremony, ritual, test, or activity with which a group admits a new member. In obtaining prior approval, the following rules apply: (1) the group proposing the initiation must have an adult sponsor; (2) the group or sponsor must submit a written request to the building administrator with details of the proposed initiation activity at least three weeks prior to the activity; (3) the building administrator has the authority to amend, change, or put conditions on the proposed initiation activity prior to granting approval; (4) no initiation that meets the definition of hazing shall be approved under any circumstances; (5) approval must be applied for annually or, in any event, before any subsequent initiation.

Hazing is defined as any behavior or pattern of behavior directed at specific individuals that persecutes, harasses, humiliates, degrades, or endangers physical safety as a condition of inclusion into a group. Hazing of students by any individual, in any form, is strictly prohibited.

Harassment, Intimidation, and Bullying Defined

(BP 5131.43/Summary) Harassment, intimidation, or bullying means an intentional act, whether verbal, oral, electronic, or physical, when the act is undertaken with the intent of threatening, intimidating, harassing, harming, or frightening the student, and: (1) physically harms the student or damages the student's property; (2) has the effect of substantially interfering with the student's education; (3) is so severe, persistent, or pervasive that it creates an intimidating or threatening educational environment; or (4) has the effect of substantially disrupting the orderly operation of the school.

Definitions:

Bullying is the intentional, one-sided, and negative interaction that involves an actual or perceived power imbalance and is repeated or highly likely to be repeated. Bullying can be physical, verbal, or social/relational (such as targeted social exclusion or rumor spreading) in nature.

Examples of behavior that is NOT bullying:

- **Isolated Acts of Misconduct:** Instances of rudeness, verbal outbursts, or physical aggression that do not demonstrate a pattern of repetition or an intent to establish ongoing control.
- **Mutual Peer Conflict:** Disputes, arguments, or "falling outs" between students where there is no clear power imbalance and both parties are actively participating.
- **General Incivility:** Unkind or thoughtless comments and actions that, while disrespectful, are not part of a targeted or calculated effort to devalue another student.

Harassment is intentional behavior that is disturbing, threatening, or offensive. These acts are characterized by an intent to harm, embarrass, annoy, or frighten another person or group. Harassment includes all forms of discriminatory harassment.

Harassment includes, but is not limited to: intentional acts or taunts likely to provoke a violent response; the creation or distribution of offensive photographs, graphics, or electronic media; boundary violations, including offensive physical contact or stalking; sexual harassment.

(BP 5145.7/Summary) **Sexual Harassment** includes but is not limited to: unwelcome physical touching, patting, pinching, or grabbing of a sexual nature or in contact with intimate parts; pressure for sexual

activity or demanding sexual favors in exchange for rewards or under duress; verbal abuse, sexual jokes, demeaning remarks, or spreading sexual rumors; displaying sexually suggestive images, objects, graffiti, or gestures; talking about one's own sexual activity or touching oneself in front of others; distributing, sharing, or displaying images, videos, or digital depictions of another person's intimate parts or sexual conduct; exposing others to commercial sexual content where such conduct is unwelcome and results in an intimidating, hostile, or distressing educational environment; retaliation against anyone who reports harassment or participates in an investigation.

Intimidation is intentional behavior that places another student in reasonable fear of harm to person or property. Intimidation can manifest emotionally or physically.

Cyberbullying: All forms of harassment, intimidation, or bullying via electronic means, commonly referred to as cyberbullying, are prohibited. Cyberbullying includes the misuse of technology to harass, intimidate, or bully through email, instant messages, text messages, digital images, social media, or other web-based postings. An individual who redistributes a cyberbullying communication may be found in violation of this policy, regardless of whether they authored or created the original content. In situations in which the cyberbullying originates from a private (non-school) computer or other electronic device but is brought to the attention of school officials, disciplinary measures may be imposed when the communication is subject to school authority, including unsafe or disruptive behavior that demonstrates a clear nexus to the school environment.

CRIMINAL MISCONDUCT

Serious violations of federal, state, or local criminal laws, statutes, or ordinances committed by students while under school authority constitute criminal misconduct. The District retains independent administrative authority to determine violations of district policy; it is not bound by the specific legal elements, definitions, or evidentiary standards required for a criminal conviction under state law. Law enforcement shall be contacted. This definition applies to severe offenses that are not otherwise defined and require a high-level administrative response.

Assault Defined

Assault is the intentional or reckless causing of serious physical injury, creating a credible fear of such injury, or subjecting another to unwanted sexual contact as defined by state statute. Serious physical injury includes, but is not limited to, extreme pain, a risk of death or disfigurement, or an injury requiring medical attention (e.g., stitches, concussion response, or protracted impairment of health). The severity of the assault is determined by the individual's intent and the seriousness of the resulting injury. Law enforcement contact is required.

Disciplinary Responses

AR 5144 (a)	Disciplinary System and Supports
Restorative & Learning Interventions	...are those interventions done WITH a student. These interventions address discipline as a learning opportunity, engage students in positive relational interactions, and prioritize the skills necessary for prosocial behavior. Restorative and learning interventions can be both proactive and reactive, providing accountability through understanding impact and repairing harm. Conflict resolution is a district priority to address interpersonal conflict. Participation in restorative interventions is entirely voluntary, and no student shall be required to engage in a restorative process as either the harmed party or the responding student.
Corrective Interventions	...are disciplinary interventions done FOR or TO a student, as the student is the passive recipient of the intervention. Corrective interventions are generally reactive and hold individuals accountable through consequences, aiming to deter or reduce misconduct.
Leveled Responses	Levels are determined by the type of behavior and the aggravating or mitigating factors associated with the behavior. These levels provide potential interventions and outline suspension/expulsion responses. Additional responses are embedded in school-level plans and approved classroom management plans. The objective is to provide interventions that are logical, effective, and feasible within the context of school resources and a safe and supportive learning environment.
Reengagement Planning <i>*Required for all LTS/Expulsions and recommended for any out-of-school suspension of 3+ days</i>	Reengagement planning may focus on team communication and coordination to prepare for a student's return, or it may encompass direct restorative, learning, and corrective interventions tailored to school and student needs. Potential interventions include Student Support Team meetings, environmental interventions, expectation reminders, behavior plans, check-ins/outs, restitution/apology actions, conflict resolution, or targeted skill-building.
Repeated Behaviors	Schools are required to have an intervention planning process in place to respond to students who repeatedly misbehave.
Coursework in Suspension or Expulsion Status <i>*Students are considered excused for makeup work and must be provided alternative opportunities to maintain instructional continuity and earn comparable credit</i>	For suspensions up to 20 days (or pending expulsion), the school of record provides all coursework. For suspensions exceeding 20 days or expulsions, students transition to an alternative program unless the administrator chooses to retain them at the school of record for academic reasons. In those cases, assigned teachers remain responsible for providing coursework and credit opportunities. If a student receives special education services, the student's services and placement shall be governed by their Individual Educational Plan or interim alternative educational placement as appropriate.

Prevention and Early Intervention	
Create a positive, welcoming, safe environment	Schools must be both safe and supportive for effective teaching and learning to take place. Schools and the District work deliberately to foster positive, respectful school climates and prevent student misbehavior.
Clearly and explicitly teach expectations; reteach as needed	Teachers, administrators, and district personnel are involved in teaching clearly defined behavioral expectations. Clear, appropriate, and consistent expectations and consequences are in place to prevent and address misbehavior. When students make inappropriate choices, reteaching should occur.
Parent/Guardian Contacts	Parents/guardians are a vital part of the team that teaches students appropriate behavior. Communication between parents/guardians and the school/classroom helps students correct behaviors before they escalate.
Minor/Systematic Interventions	Teachers and school personnel regularly provide supervision and minor interventions throughout the school. Classroom management plans provide interventions that help students manage behavior and support learning. Teachers may include other personnel for support. May include Student Support Teams (SSTs).
Level 1 Response - Redirect, Reteach, Maintain Learning Environment Level 1 disruptions are addressed immediately when they occur through targeted interventions by the teacher or other support personnel. Classroom interventions addressing isolated behaviors or reteaching do not require parent contact. For repeated or significant behaviors, teachers will engage parents/guardians and document contact and interventions in PowerSchool.	
Inappropriate School & Classroom Behavior Disruptive Misconduct Dishonesty - Disruptive Behaviors - Technology Misuse - Noncompliance	● Interventions: Classroom management plans are considered integral to the instructional program. These plans may utilize a strategic mixture of restorative, learning, and corrective interventions. ● Suspension: No in-school or out-of-school suspension at a Level 1 response.
Level 2 Response - Reflection, Skill Building, and Involving the Family Level 2 behaviors require intervention from an administrator or support personnel. This level addresses repeated Level 1 infractions that have not responded to classroom interventions, as well as first-time or infrequent violations that do not meet a Level 3 response. Parent/guardian contact and formal documentation in PowerSchool are required.	
Disruptive Misconduct	● Interventions: Persistent or repeated behaviors require collaborative behavioral planning and a team-based approach. Principals have discretion to utilize restorative, learning, and/or corrective interventions. Assigned interventions are designed to provide direct education regarding behavioral expectations as a condition of school attendance. ● Suspension: ISI/OSS up to 1.5 days (Elementary); ISI/OSS up to 2.5 days (Secondary) ● Fighting and Harassment/Intimidation/Bullying at the <u>secondary level</u> are, by definition, a Level 3 behavior ● Response to Threats will follow the District's Threat Assessment protocol.
Seriously Disruptive & Dangerous Misconduct Sexual Activity - False Alarm - Dangerous/Disruptive Items - Vehicle Offense - Dangerous Action	
Property Misconduct Damage/Destruction/Vandalism - Theft - Trespassing	
Interpersonal & Violent Misconduct Physical Aggression - Flagrant Disrespect - Threat - Hazing Extortion/Blackmail/Coercion - Fighting (K-5) - Harassment/Intimidation/Bullying (K-5)	

Response Matrix Level 3 - Safety, Environment, and Analyzing Patterns of Behavior

Level 3 behaviors require immediate administrative involvement. This level addresses serious disruptions to school operations and authority, behaviors that threaten the physical or emotional safety of the individual student or others, and persistent offenses that have proven unresponsive to prior administrative interventions. Parent/guardian contact and formal documentation in PowerSchool are required.

Disruptive Misconduct

Seriously Disruptive & Dangerous Misconduct

Property Misconduct

Interpersonal & Violent Misconduct

Physical Aggression - Flagrant
Disrespect - Threat - Hazing
Extortion/Blackmail/Coercion -
Fighting -
Harassment/Intimidation/Bullying

- **Interventions:** Persistent or repeated behaviors require collaborative behavioral planning and a team-based approach. Principals have discretion to utilize restorative, learning, and/or corrective interventions; however, interventions at this level must focus on ensuring safety and protecting the educational environment while proactively addressing behavioral patterns. Assigned interventions will also consider skill-building and structured ways to restore harm, while balancing school safety.
- **Suspension:** ISI/OSS up to 3 days (Elementary); ISI/OSS up to 5 days (Secondary)
- At the secondary level, **Fighting and Harassment/Intimidation/Bullying** require a minimum 3-day suspension to ensure time and space to reflect, de-escalate, and implement conflict resolution or other restorative or safety interventions.
- Response to **Threats** will follow the District's Threat Assessment protocol.

Response Matrix Level 4 - Chronic Behavior, Critical Safety, and Crime

Level 4 behaviors include **Major Incidents** that violate laws and/or severely threaten the physical or emotional safety of the individual student or others. This level requires immediate intervention and administrative involvement, as well as law enforcement contact for criminal offenses. Level 4 behaviors may also include **Chronic** or **Repeated Severe** Level 2/3 behaviors that are unresponsive to lower-level interventions.

- Actions at this level must prioritize immediate safety, crisis resolution, and legal compliance. Principals have discretion to utilize restorative, learning, and/or corrective interventions to support reengagement planning.
- Parent/guardian contact and formal documentation in PowerSchool are required.
- SMART is an alternative placement for secondary students suspended over 10 days.

Long-Term Suspension (LTS)/Expulsion: All LTS/Expulsion recommendations will be made in consultation with the Assistant Superintendent. Due process procedures apply to exclusion over 10+ days, which includes parent/guardian notification procedures and rights to administrative review. Students may be placed on suspension pending investigation for 10 days. A final recommendation must be submitted to the District and notified to the parent/guardian within 10 days of the violation.

Special education due process procedures apply when a change of placement occurs (*see AR 5144.1 (b)*)

Seriously Disruptive & Dangerous Misconduct

- 4.1:** Up to 10-day Suspension may be appropriate for an elementary or secondary student
4.2: LTS/Expulsion may be appropriate for a secondary student

Property Misconduct

Interpersonal & Violent Misconduct

- 4.1:** Up to 10-day Suspension may be appropriate for an elementary or secondary student
4.2: LTS/Expulsion may be appropriate for an elementary or secondary student
- Response to **Threats** will follow the District's Threat Assessment protocol.

Criminal Misconduct

Assault - Other Criminal Offenses

- 4.1:** Up to 10-day Suspension may be appropriate for elementary students
4.2: LTS/Expulsion may be appropriate for an elementary student
4.2: LTS/Expulsion required for all secondary violations at this level

Aggravating and Mitigating Circumstances

(AR 5144c) Except where restricted by policy, building administrators shall consider aggravating or mitigating circumstances when determining appropriate discipline for student misconduct. Aggravating and mitigating circumstances shall not include demographic characteristics of the student (e.g., gender, race, economic status, etc.) except age and grade in school. Classroom teachers may consider aggravating and/or mitigating factors.

Mitigating circumstances are factors that may lessen the severity of an offense or reduce a student's degree of responsibility. While mitigating circumstances do not excuse or justify a violation of district policy, they may be considered when determining appropriate disciplinary consequences.

Aggravating circumstances are factors that increase the severity of an offense or the degree of student responsibility beyond the basic elements required to establish the violation. While these circumstances do not alter the definition of the offense itself, they may be considered when determining more severe consequences.

Disciplinary History

- **Mitigating:** No or minimal history, or a significant period of time since the last unrelated offense.
- **Aggravating:** Extensive prior offenses, a lack of response to past interventions, or a current active disciplinary status (e.g., suspension, warnings, no-contact orders).

Developmental and Physical Status

- **Mitigating:** General social-emotional immaturity, cognitive deficits, physical vulnerability, or a distinct imbalance of power favoring the other party.
- **Aggravating:** Exploitatively targeting a victim known to be vulnerable due to age, size, or cognitive/social-emotional deficits.

Culpability and Intent

- **Mitigating:** Evidence of negligence rather than intent, such as a failure to perceive the risks associated with an action, or a lapse in judgment that deviates from what a reasonable student of similar age would observe.
- **Aggravating:** Clear evidence of intentional misconduct, where the student is determined to act in a certain way or do a certain thing with the knowledge that a negative result is likely to follow. This includes premeditated actions or illicit commercial activity, such as drug dealing or manufacturing (as opposed to peer-to-peer drug sharing).

Group Dynamics and Influence

- **Mitigating:** Playing a minor or passive role in a group offense, or acting under substantial duress, coercion, influence of older/more mature individual.
- **Aggravating:** Acting as a group leader, coercing others into the behavior, or aiding and abetting actions that directly place others in serious harm.

Nature of Harm, Impact, and Safety Threats

- **Mitigating:** Incidents resulting in no or minor injury, off-handed threats with no apparent ability or intent to execute, or minimal disruption.
- **Aggravating:** Use/possession/display of a weapon; imminent threats with apparent ability and intent to execute; injuries requiring medical attention; multiple victims; gang-related; discriminatory harassment; or high impact.

State of Conscience and Cooperation

- **Mitigating:** Demonstration of sincere regret, active cooperation with the investigation, immediate acknowledgment of wrongdoing, or acting under serious provocation.
- **Aggravating:** Attempts to justify the behavior, a stated intent to continue the behavior, dishonesty during the investigation, or being uncooperative.

Environmental and Health Factors

- **Mitigating:** Recent modifications to prescribed medication, documented reactionary responses linked to trauma/mental health, or significant destabilizing family or environmental factors.

Aiding and Abetting/Failure to Report

(AR 5144d) *Failure to report* prohibited behavior or the presence of prohibited items, and *aiding and abetting* another person to commit, engage in, or accomplish a prohibited behavior are violations of school board policy.

Failure to Report

Failure to report is defined as behavior in which a student has knowledge of the presence of a prohibited item, or behavior in which a student has knowledge another student plans to commit or has committed a prohibited behavior. Prohibited items include items that violate school board policy, including but not limited to drugs, alcohol, weapons, paraphernalia, or stolen items.

Students are required to report such knowledge to school authorities as soon as they learn of the prohibited behavior or prohibited item. This applies on school grounds, on school buses, or at school-sponsored activities. Knowingly* failing to report the presence of prohibited items or prohibited behavior is a violation of school board policy.

Examples of failure to report include but are not limited to when a student knowingly*:

- withholds information about a situation involving a prohibited item or prohibited behavior;
- fails to report information known beforehand that may have prevented a situation involving a prohibited item or prohibited behavior from occurring;
- keeps secret the presence of a prohibited item or the commission or accomplishment of a prohibited behavior; or
- intentionally* interferes with an investigation of an alleged primary offense.

Aiding and Abetting

Aiding and abetting behavior exists as a violation in relation to the commission of a primary offense. Aiding and abetting is defined as intentionally* instigating, helping, supporting, facilitating, promoting, suggesting, counseling, inciting, encouraging, and/or assisting another person to commit, engage in, or accomplish a prohibited behavior. This includes, but is not limited to:

- all assistance rendered by communication in which information about a primary offense is initiated or relayed, such as gossip, trash talk, note writing/passing, text messaging, utilizing social media and other technologies; and
- all assistance rendered by capturing or sharing visual/auditory recordings in the planning/commission of the prohibited behavior, including but not limited to texting or uploading recordings to social media sites.

** A student acts "knowingly" when the student is aware that the conduct is of that nature or that the circumstance exists; knowledge is established if a student is aware of a substantial probability of its existence.*

**Intentionally means the student has the conscious objective to cause the result. Intent is a state of mind rarely proved by direct evidence but is inferred from the facts or proved by circumstances. State of mind is determined by the evidence of the student's reasons and motives for acting as they did.*

Elementary and Secondary Consequences

Building administrator's discretion up to the equivalent of the consequences for the primary offense, based on aggravating or mitigating circumstances.

A student who intentionally and knowingly engages in the planning and/or commission of prohibited behavior, and the student's actions contribute to serious harm or the potential for harm, shall receive consequences consistent with the primary offense.

Weapons and Dangerous Instruments

(AR 5131.7) Administrative regulations specify the disciplinary consequences for students who violate the weapons and dangerous or deadly instruments policy. Federal and state law mandates the imposition of minimum original disciplinary consequences for firearms and deadly weapons violations.

Voluntary relinquishment of a firearm or deadly weapon may not be considered when imposing the original disciplinary action involving firearms or deadly weapons. However, the Superintendent may consider a student's voluntary relinquishment to school authorities of a firearm or deadly weapon as a mitigating factor when determining a modification to the original disciplinary action mandatory minimum.

The Superintendent or designee shall permit the possession of weapons and dangerous or deadly instruments, at school or at school-related or school-sponsored activities only at the request of a teacher and with the assurance that such possession serves a positive, appropriate purpose. Before granting permission, the Superintendent or designee shall verify that proper precautions have been taken to ensure that no accidents will occur and that the weapon or dangerous or deadly instrument will not be misused while under school supervision.

Disciplinary Action: Disciplinary consequences for the possession of, use of, or threatened use of a firearm, or deadly weapon, are imposed when the conduct occurs in school buildings, on school grounds, in school parking lots, on district-provided transportation, or at any school-related or school-sponsored activity.

Students in possession of replicas with the intent to represent them as real firearms or deadly weapons may be subject to the disciplinary consequences associated with a real firearm or deadly weapon.

When the weapon involved is a **firearm** or a **deadly weapon** as prohibited in AS [14.03.160](#), the building administrator shall immediately report the matter to the Superintendent or designee and law enforcement.

Firearms: Firearms as defined in [Section 921 of Title 18](#) of the United States Code, include any weapon that will be, or is designed to or may readily be, converted to expel a projectile by the action of an explosive. This includes, but is not limited to:

1. *Guns such as revolvers, pistols, shotguns, rifles, automatic or semiautomatic pistols or handguns, starter guns, machine pistols, machine guns, and zip guns; (a) the frame or receiver of any weapon described above; (b) any firearm muffler or firearm silencer; (c) any destructive device, which includes: any explosive, incendiary or poison gas, including a bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or similar device.*
2. *Any weapon that will, or that may be readily converted to expel a projectile by the action of an explosive or other propellant, and that has any barrel with a bore of more than one-half inch in diameter.*
3. *Any combination or parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled.*

Elementary and Secondary Consequences: Original disciplinary action minimum: automatic one-year (365 days) expulsion from the District.

Deadly Weapons: Original disciplinary action minimum: automatic 30-day suspension (for possession). The building administrator shall recommend a long-term suspension per district procedures. The building administrator shall consider any special circumstances involved in the violation, including threats while in possession and use of a deadly weapon, and has the discretion to recommend up to an expulsion if warranted.

Definition [AS 11.81.900](#): The term "deadly weapon" is defined as anything designed for and capable of causing death or serious physical injury, other than what falls under the definition of a firearm, including antique firearms, an axe, a club, metal knuckles or other martial arts weapons, toxic chemicals and biological substances, and some knives or similar instruments with a rigid blade and sharp cutting edge designed for causing death or serious physical injury. Knives that have not been designed to cause death or serious physical injury are excluded from the definition of deadly weapon but are prohibited as non-deadly weapons other than firearms or deadly weapons.

Elementary and Secondary Consequences: Original disciplinary action: recommendation for a long-term suspension or expulsion.

Procedural Guidelines for Modifications to Original Disciplinary Action Minimums

1. Districts are required to issue: (a) mandatory one-year (365 calendar days) expulsions for firearm violations; (b) mandatory minimum 30-day long-term suspensions for deadly weapon violations.
2. Building administrators carry out preliminary information gathering regarding the violation and prepare a written recommendation regarding a modification to the original disciplinary action minimum for the Superintendent.
3. The Superintendent may issue a modification to the mandatory minimum original discipline.
4. Modifications are made on a case-by-case basis and in writing.
5. The School District shall comply with the original disciplinary action minimums imposed on students with disabilities consistent with IDEA and Section 504.

Amnesty Opportunity: The Fairbanks North Star Borough School District has zero tolerance for weapons. The District, in an effort to minimize exclusionary discipline consequences under the weapons policies, establishes an amnesty opportunity at each school. Non-violent students who inadvertently bring banned objects to school, or find them en route or on school grounds, can give them to a school official without fear of discipline as long as it is reasonably clear that the student contacted a school official as soon as becoming aware of the weapon. These items may not be shown to other students prior to submitting them to a school official to be considered under the amnesty policy.

Building administrators have the final determination of whether or not the amnesty policy applies in discipline circumstances involving weapons.

Alcohol and Other Unauthorized Substances

(BP 5131.6) The School Board is committed to providing a safe and supportive learning environment, free from alcohol and other unauthorized substances. Alcohol and other drug use can affect a student's academic success, harm their physical and emotional well-being, and lead to social and legal consequences.

It is the intent of the District to: (1) maintain a drug-free and alcohol-free school environment to enable learning; (2) educate students so they are aware of the issues and problems related to the use of drugs and substances; (3) identify and support students who have substance abuse problems; (4) provide students with community resource information for treatment services which are beyond the scope of the schools; and (5) work with parents/guardians and community agencies in solving the problems related to substance abuse.

A student shall not use, possess, distribute, or be under the influence of alcohol or other unauthorized substances at any time while on school grounds, going to or leaving school, during school hours, or during school-sponsored activities. Students suspected of violating this policy may be subject to drug or alcohol testing. Violations of this policy may result in disciplinary action.

Opioid Overdose Protection: In accordance with [AS 14.30.145](#), the Superintendent shall ensure that: (1) a person trained to administer an opioid overdose drug is on site when the main school building of each school in the school district is open to students or staff, including periods when the school building is open before and after school hours and during weekend activities; and during each school-sponsored event conducted on school grounds; (2) the main school building of each school in the school district has at least two doses of an opioid overdose drug available on site; and (3) at least one dose of an opioid overdose drug is available during a school-sponsored event conducted on school grounds.

Per [AS 14.30.145](#), a school district, school, or individual is not liable for civil damages for an injury to another individual resulting from a failure to possess or maintain an opioid overdose drug as required by the statute.

(AR 5131.6) The term **Unauthorized Substance** includes:

- all illegal intoxicants including controlled substances, and alcohol and marijuana which are illegal for minors to use and possess.
- any prescription or nonprescription medications or over-the-counter medications possessed or used with the intent to misuse to attain a high or alter consciousness, or under circumstances presenting a potential for harm to self or others.
- any benign substances that can be misused to attain a high or alter consciousness, such as inhalants.
- any substance designed or intended to imitate, look like, or be represented as an unauthorized substance.

Distribution means the intended, actual, constructive or attempted delivery or transfer of an unauthorized substance, whether or not there is any money or other item of value exchanged. Distribution includes giving, selling, bartering, and exchanging. Distribution also includes unauthorized substances packaged with the apparent intent to distribute.

Search and Seizure: The building administrator may initiate a search when reasonable suspicion exists that a student possesses, is using, is distributing, or is under the influence of alcohol or other unauthorized substances.

Drug and Alcohol Testing: The building administrator may require a student to submit to screening tools for the presence of alcohol and/or unauthorized substances when reasonable suspicion exists that a student is under the influence of an unauthorized substance.

Contacts: All violations involving unauthorized substances require parent contact. All criminal violations (illegal intoxicants, marijuana, alcohol, and prescription medication that are controlled substances) require law enforcement contact. All concerns regarding student safety, abuse or neglect require Office of Children's Services (OCS) contact.

Student Support Team: Schools shall evaluate the need to convene a Student Support Team when a student is engaging in the use, possession, and/or distribution of an unauthorized substance.

Use, Possession, or Being under the Influence

The District recognizes students who misuse or abuse alcohol and other unauthorized substances are exhibiting behaviors that indicate a deeper problem and endeavor to work with each situation on an individual basis, using trauma-sensitive and whole-child approaches.

Secondary Students

1. Discipline for the **first offense** of use, possession, being under the influence, refusing search or screening test, refusing urinalysis or other laboratory test, or tampering with a specimen shall be:
 - a. Student is suspended (OSS) for 1 (one) day, and 4 (four) day in-school suspension/intervention
 - b. High school students are assigned 5 (five) hours of community service, determined by the building administrator, which may be completed during in-school suspension/intervention.
 - c. Referral to district-provided substance abuse screening tool
2. Discipline for the **second offense** of use, possession, being under the influence, refusing search or screening test, refusing urinalysis or other laboratory test, or tampering with a specimen shall be:
 - a. Student is suspended (OSS) for 1 (one) day, and 4 (four) day in-school suspension/intervention
 - b. High school students are assigned 10 (ten) hours of community service, determined by the building administrator, which may be completed during in-school suspension/intervention.
 - c. Referral to district-provided substance abuse screening tool
3. Discipline for the **third and subsequent offenses:**
 - a. High school students are assigned 20 (twenty) hours of community service
 - b. 10 (ten) day short-term suspension
 - c. Enrollment in the S.M.A.R.T. Program
 - d. Referral to district-provided substance abuse screening tool

Elementary Students

1. Discipline for the **first offense** of use, possession, being under the influence, refusing search or screening test, refusing urinalysis or other laboratory test, or tampering with a specimen shall be:
 - a. A mandatory 1 (one) to 4 (four) day short-term suspension, building administrator's discretion
 - b. The building administrator also has the discretion to: (i) refer to a district-provided substance abuse screening tool; and (ii) restrict participation in school activities
2. Discipline for the **second offense** of use, possession, being under the influence, refusing search or screening test, refusing urinalysis or other laboratory test, or tampering with a specimen shall be:

- a. 5 (five) day short-term suspension, building administrator's discretion
 - b. Referral to a district-provided substance abuse screening tool
 - c. The building administrator also has the discretion to restrict participation in school activities
3. Discipline for the **third and subsequent offense** of use, possession, being under the influence, refusing search or screening test, refusing urinalysis or other laboratory test, or tampering with a specimen shall be:
 - a. 10 (ten) day short-term suspension
 - b. Referral to district-provided substance abuse screening tool

Distribution of Alcohol and/or Other Unauthorized Substances

Secondary (Distribution)

1. Discipline for the **distribution of illegal intoxicants, alcohol, prescription medication of a controlled substance**, or any look-alike or representation thereof or refusing a search shall be:
 - a. Long-term suspension or expulsion, building administrator's discretion based on mitigating or aggravating circumstances. (i) Intent, harm/impact potential, previous violations, and age/development.
 - b. Referral to district-provided substance abuse screening tool
 - c. High school students are assigned 10 (ten) to 24 (twenty-four) of community service, determined by the building administrator
2. Discipline for the **distribution of prescription medication of a non-controlled substance or other medications, or any benign substances** that can be misused to attain a high or alter consciousness such as inhalants, distributed with the intent to to attain a high or alter consciousness, or under circumstances presenting a potential for harm to self or others, or refusing a search shall be:
 - a. Up to long-term suspension, building administrator's discretion based on mitigating or aggravating circumstances. (i) Intent, harm/impact potential, previous violations, and age/development.
 - b. Referral to district-provided substance abuse screening tool
 - c. High school students are assigned 10 (ten) to 24 (twenty-four) of community service, determined by the building administrator

Elementary (Distribution)

1. Discipline for the **first violation** of distribution of alcohol or other unauthorized substances or refusing search shall be:
 - a. A mandatory 5 (five) to 10 (ten) day short-term suspension, building administrator's discretion. The administrator also has the discretion to: (i) restrict participation in school activities; (ii) refer to a district-provided substance abuse screening tool; (iii) long-term suspension or expulsion for an indefinite period of time, building administrator's discretion.
2. Discipline for the **second and subsequent offenses** of distribution of alcohol or other unauthorized substances shall be:
 - a. Long-term suspension or expulsion for an indefinite period of time, building administrator's discretion
 - b. Referral to a district-provided substance abuse screening tool

Upon the student's return to school following a long-term suspension or expulsion, the school shall:

Upon a student's return to school following a long-term suspension or expulsion, the school shall schedule a conference between the building administrator, prevention specialist, student, and parent/guardian to review the

student's intervention plan and program requirements and refer and enroll the student in the school's student assistance program for support and follow-up intervention service(s).

Refusal to Submit to, Failure to Submit to, or Tampering with Urinalysis, Alcohol or other Unauthorized Substance Test

A building administrator has the right to require a student to submit to screening tools and drug and alcohol testing for the presence of alcohol and/or unauthorized substances when reasonable suspicion exists that a student possesses, is using, or is under the influence of alcohol or other unauthorized substances.

Building administrators will not require testing when a preponderance of the evidence is already sufficient to hold a student accountable for a suspected violation.

1. Screening tools include, but are not limited to: (a) Behavior Observation Checklist and Referral Form (see Behavior Observation Checklist and Referral Form); (b) ALCO-Stick; (c) Breathalyzer; (d) PAS IV Passive Alcohol Sensor Led Flashlight.
2. The screening tools are to be: (a) performed with discretion; (b) documented; and (c) results reported to the appropriate school officials and parent/guardian.
3. A student who refuses to submit to a screening tool based on reasonable suspicion shall receive a consequence equal to the discipline that would be imposed in the student's individual circumstances as if the student submitted to the screening tool and the results were positive for alcohol or other unauthorized substances.
4. A positive result on a screening tool for alcohol violates policy and shall result in discipline.
5. The building administrator shall refer the student to a laboratory for urinalysis or other appropriate laboratory test if the screening tool for unauthorized substances is positive. **(a)** The building administrator shall contact the parent/guardian prior to the urinalysis or other appropriate laboratory test being conducted. **(b)** Evidence of reasonable suspicion shall be made available to the parent/guardian upon request. **(c)** The urinalysis or other appropriate laboratory test must be performed at a District-approved laboratory and will be conducted at the District's expense. The results of the urinalysis or other appropriate laboratory test shall be released to the School District. **(d)** The urinalysis or other appropriate laboratory test must be conducted within 6 (six) hours of the school's request. **(e)** If the urinalysis or other appropriate laboratory test is positive, the student will be subject to the disciplinary procedure outlined in this administrative regulation. **(f)** For refusal or failure to submit to a urinalysis or other appropriate laboratory test, or delay over 6 (six) hours in conducting a urinalysis, or if the results of the urinalysis or other appropriate laboratory test conclude the specimen is diluted, altered, tampered with or insufficient for testing, the building administrator may impose the discipline that would be imposed in the circumstances of the student's case if the urinalysis or laboratory test results were positive. Law enforcement contact is not required.

Tobacco and Nicotine Violations

(BP & AR 5131.62) Use, possession, or distribution by students of tobacco or unauthorized nicotine, including any smoking, electronic cigarette, vapor device or other associated paraphernalia, on district property (including grounds, buildings, and parking areas), at district-sponsored activities on or off campus, and in district vehicles, whether owned, rented, or leased, is prohibited and may result in disciplinary action. This prohibition is in effect at all times, 24 hours a day, 7 days a week, 365 days a year.

Students participating in interscholastic activities are additionally subject to the Tobacco, Alcohol, and Controlled Substance (TAD) Policy of the Alaska School Activities Association (ASAA).

Tobacco is defined to include tobacco and nicotine in any form, as well as nicotine delivery devices, such as but not limited to, vape/e-cigarette devices, snuff, oral nicotine pouches, and chewing tobacco, but excludes nicotine replacement therapy products approved by the U.S. Food and Drug Administration for smoking/nicotine cessation. Vape/e-cigarette devices are any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substance, and the use or inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor.

Elementary Consequences

1st offense of the current school year: Up to a 3 day short term suspension and referral to school counselor

2nd offense of the current school year: 3-5 day short term suspension and referral to school counselor

3rd and subsequent offense of the current school year: 5-10 day short term suspension and referral to school counselor

Secondary Consequences

1st offense of the current school year: Up to a 3 day short term suspension and referral to the school's student assistance program

2nd offense of the current school year: 3-5 day short term suspension and referral to the school's student assistance program

3rd and subsequent offense of the current school year: 5-10 day short term suspension and referral to the school's student assistance program

Disciplinary Due Process

(BP 5144.1) The School Board shall ensure the fair treatment of students facing suspension or expulsion by affording them their due process rights under the law. The Superintendent or designee shall specify procedures for notices and appeals.

The process for disciplining students with disabilities must comply with state law, the Individuals with Disabilities Education Act (IDEA), and Section 504 of the Rehabilitation Act of 1973, as amended, including a manifestation determination prior to a change in placement when required by law.

Due Process - Short-Term Suspension: Building administrators may suspend a student from school for not more than 10 consecutive days. Before deciding to suspend a student for 10 or fewer school days, the administrator will (1) provide the student with verbal notice of the offense that the student is suspected of having committed, and (2) provide the student with an informal opportunity to provide the student's position. The only avenue of appeal for short-term suspensions is to the building administrator.

Due Process - Long-Term Suspensions and Expulsions: Building administrators may recommend a student for long-term suspension or expulsion. Long-term suspensions shall be determined through a district-administrative review process. Only the School Board can expel a student. Expulsions shall go through the district administrative review process and then be submitted to the Board for consideration.

Appeals: Administrative review decisions can be appealed to the School Board. School Board decisions can be appealed to the superior court.

(AR 5144.1a) For purposes of this administrative regulation, "student" shall mean the student and the student's parent(s)/guardian(s).

The building administrator shall issue a written notice of long-term suspension or expulsion to the parent/guardian, including the basis for the recommendation. The written notice shall be delivered by certified mail or hand delivery. The notice shall include the student's right to participate in the District's administrative review process and to appeal to the School Board.

Administrative Review: The District will conduct an administrative review process to make an initial disciplinary decision on expulsions and a final disciplinary decision on long-term suspensions. The student will be notified of this review process and will have the right to participate.

During the administrative review process, the time taken for the administrative review shall be considered an interim suspension pending completion of the disciplinary process. Any period of interim suspension will be credited against any final decision of long-term suspension or expulsion.

Administrative Review Meeting: To participate in the administrative review process, a student must request to appeal the school's discipline recommendation. A student's request to appeal must be made to the district administrative review officer within three (3) days of the notice of discipline. An administrative review meeting will then be scheduled within five (5) school days of the request.

1. The District shall audio-record the administrative review meeting and provide a copy of that recording to the student upon request. The District shall maintain a file of the information considered in connection with the administrative review.
2. The student may attend the administrative review meeting and may choose to be represented by a representative of their choice. If a student brings legal representation, the administrative review cannot proceed until the District also has legal representation present.
3. The District will make incident reports, witness statements, or other documents on which the District relies as the basis for the discipline available at the hearing and should, to the extent practicable, provide such materials to the student upon request in advance of the meeting. The District shall not be required to reveal the names of witnesses when doing so would subject the witnesses to the risk of retaliation or harm, or to a breach of confidentiality. Consistent with federal and state law, the District shall not disclose the contents of another student's records where such disclosure has not been authorized as provided by law.
4. The student shall be given an opportunity at the administrative review meeting to present their version of the facts and events identified as the basis for the discipline and to provide relevant documents, witness statements, testimony, and oral or written arguments. Administrative review meetings will not be conducted in accordance with the technical court rules on evidence and witnesses. The District will accept all relevant, non-repetitive information offered on behalf of the student.
5. The student shall be permitted to ask relevant questions of any school administrator(s) or other adult witnesses attending the administrative review meeting.
6. If, before a disciplinary decision is issued, additional evidence comes to light that was not reasonably available at the time of the administrative review meeting, the meeting may be reconvened to address the new evidence.

Administrative Review Decision: The administrative review officer will issue a written decision within eight (8) school days of either the notice of discipline or the conclusion of the administrative review meeting on an appeal.

The decision shall include a summary of the administrative review, evidence, and findings of fact. The decision will also include the District's efforts to inform the student of the right to participate in the administrative review and to describe the level of the student's participation. The decision shall notify the student of the right to appeal the decision to the School Board.

The administrative review decision can uphold, modify, reduce, or dismiss the discipline recommendation. The decision cannot increase a recommendation from a long-term suspension to an expulsion. The decision may require the student to complete a threat assessment for violent and/or weapon-related offenses, at the discretion of the Superintendent or designee. If the decision is to dismiss, the discipline ends, and the student returns to the regular classroom without delay.

If a student does not appeal a long-term suspension, the administrative review decision on long-term suspension becomes the final decision of the District.

A student recommended for expulsion will be on interim suspension pending action by the School Board.

School Board Hearings: A student may appeal the District's administrative review decision to the School Board. The appeal request must be submitted to the assistant superintendent's office within five (5) school days of the administrative review decision. The appeal will be scheduled for the next available board meeting. The right to appeal to the School Board is waived if no request for appeal is submitted.

No expulsion of a student shall occur except upon action of the School Board. The student shall be provided with written notice of the meeting at which the School Board will consider the expulsion.

School Board Hearing on the Record: When an appeal of a long-term suspension or expulsion is before the School Board or when an administrative review decision on expulsion is before the Board, the Board will determine whether the record developed during administrative review supports the finding that the student violated relevant behavioral standards, whether grounds exist under [AS 14.30.045](#), and whether the discipline is reasonable and not excessive under the circumstances.

The School Board shall consider appeals and administrative review decisions of expulsion on the administrative record. The Board may: **(1)** deliberate the matter based on the administrative record in executive session (outside the presence of school administrators, the student, and their parent or guardian) and make a final decision by motion in a public meeting; or **(2)** grant the student an opportunity to appeal, during which the student and the administration may present relevant arguments or evidence not previously available, and make a final decision by motion in a public meeting; or **(3)** schedule a special meeting to hear further arguments and further deliberate the matter to report a decision within ten (10) school days after such hearing; or **(4)** if the Board determines that further development of the factual record is necessary, remand the matter to district administrators to further develop the administrative record within ten (10) school days, after which time the appeal or decision will be reset before the Board.

The School Board's decision shall be issued in writing and shall advise the student that it is a final decision that may be appealed to the superior court within thirty (30) days in accordance with Alaska Appellate Rule 602.

Long-Term Suspension Readmission Procedures: A student suspended long-term may return to district schools following the end of the long-term suspension, subject to any conditions imposed in the disciplinary decision. A student must contact the school office five (5) school days prior to the expected return date to schedule a reentry meeting with the building administrator.

Expulsion Readmission Procedures: Expelled students must apply for readmission to the District. A student who has been expelled must apply in writing to the Superintendent or designee. To qualify for readmission, the student must provide evidence that they have remedied the cause(s) for which the disciplinary action was ordered.

1. Students will complete any required conditions of readmission and two interviews before an application for readmission will be considered by the School Board. The purpose of the interviews is to evaluate progress and/or rehabilitation efforts needed to substantiate the student's readmission. Written evidence, such as letters of recommendation from employers, clergy, or other supporters, can be provided to document progress and/or rehabilitation. (a) Building Administrator Interview: The student will complete an interview with the building administrator of the anticipated school of attendance. (b) Assistant Superintendent Interview: The student will complete an interview with the Assistant Superintendent.

2. Students must continue their studies during the period of expulsion. Enrolling in the District's SMART program is recommended. BEST Homeschool is an alternative district option at the discretion of the Assistant Superintendent, and under extenuating circumstances.
3. Expelled students may apply for readmission by writing a letter to the School Board after first satisfying the provisions of #1 and #2 above.
4. The readmission application letter will include reasons for desiring a return to school and will be submitted to the Superintendent for transmittal to the School Board.
5. Expelled students who have completed #1 through #4 above will be scheduled to appear in front of the School Board in an executive session to discuss their readmission.
6. The School Board will act to approve or deny readmission following a student's appearance at an executive session.

Disciplinary Due Process for Students with Disabilities

(AR 5144b) A student with a disability is entitled to the same disciplinary due process protections afforded to all students. In addition, the District shall provide reasonable accommodations consistent with the student's Individualized Education Program (IEP) or Section 504 plan, ensuring full adherence to the procedural safeguards and due process rights mandated by the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act. This administrative regulation outlines the specific disciplinary due process procedures governing students with disabilities.

Any student who has been referred or identified for special education services, or is in the process of eligibility determination and is subject to discipline, is entitled to all of the IDEA protections afforded to a child with a disability.

Discipline and Due Process for Students with IEP or Section 504 Plan Removal for up to 10 days

Students with a disability who are suspended for ten (10) days or less are entitled to short-term disciplinary procedures, which apply to all students who receive suspensions. Routine discipline and short-term disciplinary actions are not changes in placement and do not prompt federal or state procedural safeguards for students with disabilities. District personnel may suspend a student with a disability for up to ten (10) school days per year without providing educational services. The days need not be consecutive. Removals for up to ten (10) school days may be out-of-school suspensions, an interim alternative educational setting (IAES), or another setting. Parents/guardians must be immediately notified of the discipline decision.

1. IEP/504 teams should consider a functional behavioral assessment (FBA) and behavior intervention plan (BIP) to address behavior that impairs learning or the learning of others.

Removal for More Than 10 Days or Placement in an Interim Alternative Educational Setting

Students with an IEP whose suspension constitutes a change in placement must continue to receive a free and appropriate public education. A change in placement occurs if: (1) the removal is for more than 10 consecutive

school days; or (2) the student has been subjected to a series of removals for more than 10 days that constitute a pattern.

The District shall determine whether a pattern of removals constitutes a change in placement.

The parents/guardians shall be immediately notified of the discipline decision and be provided a notice of procedural safeguards on the day the change in placement decision is made.

Manifestation Determination: When a change in placement is contemplated for disciplinary purposes, the District must conduct a manifestation determination. Note: Students with a 504 are not entitled to a manifestation determination for drug and/or alcohol violations.

A. Timeframe for Making Determination

Within ten (10) school days of any decision to change the placement of a student with a disability because of a violation of student conduct rules, a manifestation determination shall be made of the relationship between the student's disability and the behavior subject to disciplinary action.

B. How Determination is Made

In making a manifestation determination, the District, the parent/guardian, and relevant members of the student's IEP/504 team (as determined by the District and the parent/guardian) must review all relevant information in the student's file, including the student's IEP/504, any teacher observations, and any relevant information provided by the parents/guardians to determine: (1) if the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or (2) if the conduct in question was the direct result of the District's failure to implement the IEP/504.

C. No Manifestation is Found

If it is determined that the conduct is not a manifestation of the student's disability, the relevant disciplinary procedures applicable to students with disabilities may be applied to the student in the same manner and for the same duration as applied to students without disabilities. However, for any removal exceeding ten (10) cumulative school days in a single school year, the District must continue to provide a Free Appropriate Public Education (FAPE). Beginning on the 11th day of removal and for all subsequent days of removal, the student shall receive educational services necessary to progress in the general curriculum and toward their specific IEP goals.

The educational services may be provided in an alternate setting. The IAES must be determined by the IEP team.

D. Manifestation is Found

If the District, the parent/guardian, and relevant members of the IEP team determine that either of the conditions above is met, the conduct shall be determined to be a manifestation of the student's disability. If the team determines that the student's conduct is a manifestation, then the child's placement cannot be changed except via the IEP/504 team process. If a manifestation is found, the IEP/504 team must:

1. conduct a functional behavioral assessment, unless the District had already conducted one prior to the behavior leading to the change in placement, and implement a behavioral intervention plan for the student; or
2. if a behavior intervention plan has already been developed, review the plan and modify it, as necessary, to address the behavior; and
3. except under special circumstances, as set forth below, return the student to the placement from which the student was removed, unless the parent/guardian and the District agree to a change of placement as part of the behavior intervention plan.
 - a. Under certain conditions (i.e. possession of weapons or illegal drugs, or for inflicting “serious bodily injury” upon another person), the District may use IAES placements for up to 45 school days for children with disabilities without regard for whether the behavior is a manifestation of the student’s disability, if children without disabilities would be placed in alternative educational placements or would be excluded from school for the same disciplinary action.

Disciplinary Appeals: Long-term suspensions and expulsions for violations of student behavior standards should be fair, consistent, and appropriate to the level of student misconduct. A student with a disability is entitled to the same due process provided to all students as described in AR 5144 (a).

Federal and state statutes and regulations provide additional procedural safeguards for students with disabilities. A parent/guardian who disagrees with any placement decision or the manifestation determination may appeal the decision by requesting a hearing through the state special education dispute resolution process. These procedural safeguards will be provided to parents/guardians in their native language, with meeting notices for any proposed changes in a student’s placement.

Parents/guardians of students served by a 504 plan have a right to challenge the team’s manifestation determination or placement by requesting a due process hearing through the District’s Employment and Educational Opportunity (EEO) representative.

Placement During Appeals: When an appeal of a manifestation determination or placement is requested by either the parent/guardian or the District, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the time period provided for deciding the hearing, whichever occurs first, unless the parent/guardian and the District agree otherwise.

Acknowledgements

2026-2027 Student Rights, Responsibilities, & Behavioral Consequences Handbook Acknowledgement

- I have received the 2026-2027 Fairbanks North Star Borough School District's Student Rights, Responsibilities, and Behavioral Consequences Handbook (acknowledgement is completed with PowerSchool registration).
- I will read the handbook, and if I have any questions regarding its contents, I will ask.
- I understand it is my responsibility to follow the stated rules.