506 DISTRICT-WIDE STUDENT DISCIPLINE

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The school board recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

All students are entitled to learn and develop in a setting which promotes respect of self, others and property. Proper positive discipline can only result from an environment which provides options and stresses student self-direction, decision-making and responsibility. Schools can function effectively only with internal discipline based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains a climate in which learning can take place. Overall decorum affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, Sections 121A.40-121A.56.

In view of the foregoing and in accordance with Minnesota Statutes, Section 121A.55, the school board, with the participation of school district administrators, teachers, employees, students, parents, community members and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. DEFINITIONS

A. "Nonexclusionary disciplinary policies and practices" means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title I services or reading interventions and alternative education services. Nonexclusionary disciplinary policies and practices include but are not limited to the policies and practices under Minnesota Statutes, sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph (r); and 122A.627, clause (3).

B. "Pupil withdrawal agreement" means a verbal or written agreement between a school administrator or district administrator and a pupil's parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

IV. POLICY

A. The school board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include nonexclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.

B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.

C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02 and help prepare the pupil for readmission in accordance with Minnesota Statutes, section 121A.46, subdivision 5.

D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:

1. For a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis to ensure the pupil is on track for readmission with the pupil's peers. The

school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes, section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;

2. A pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and

3. The school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

V. AREAS OF RESPONSIBILITY

A. The School Board

The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.

B. Superintendent

The superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students and parents responsible for conforming to this policy and support all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents. Any guidelines or directives established to implement this policy shall be submitted to the school board for approval and shall be attached as an addendum to this policy.

C. Principal

The school principal is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The principal shall give direction and support to all school personnel performing their duties within the framework of this policy. The principal shall consult with parents of students conducting themselves in a manner contrary to the policy. The principal shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents. A principal, in exercising

the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A principal shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back or abdomen; or results in straddling a student's torso.

D. Teachers

All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct, with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. A teacher, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student to prevent bodily harm or death to the student or another. A teacher shall not use prone restraint and shall not inflect any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back or abdomen; or results in straddling a student's torso.

E. Other School District Personnel

All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver or other agent of a school district, in exercising the person's lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student to prevent bodily harm or death to the student or another. A school employee, which does not include a school resource officer, shall not use prone restraint and shall not inflect any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back or abdomen; or results in straddling a student's torso.

For the purpose of Minnesota Statutes, section 121A.582 (Student Discipline; Reasonable Force), a school resource officer, as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c) is not a school employee or agent of the district.

F. Parents or Legal Guardians

Parents and guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.

G. Students

All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.

H. Community Members

Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.

I. Reasonable Force Reports

1. The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).

2. The school district must report annually by July 15, in a form and manner determined by the Commissioner of the Minnesota Department of Education (MDE), data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).

3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to MDE as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

VI. STUDENT RIGHTS

All students have the right to an education and the right to learn.

VII. STUDENT RESPONSIBILITIES

All students have the responsibility:

A. For their behavior and for knowing and obeying all school rules, regulations, policies and procedures;

B. To attend school daily, except when excused, and to be on time to all classes and other school functions;

C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;

D. To make necessary arrangements for making up work when absent from school;

E. To assist the school staff in maintaining a safe school for all students;

F. To be aware of all school rules, regulations, policies and procedures, including those in this policy, and to conduct themselves in accord with them;

G. To assume that until a rule or policy is waived, altered or repealed, it is in full force and effect;

H. To be aware of and comply with federal, state and local laws;

I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;

J. To respect and maintain the school's property and the property of others;

K. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;

L. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;

M. To conduct themselves in an appropriate physical or verbal manner; and

N. To recognize and respect the rights of others.

VIII. CODE OF CONDUCT

The school district community will operate under an established code of conduct. Through open and effective communication, this set of guiding principles will promote excellence in a safe learning and teaching environment.

Students, staff, parents and community members will dedicate themselves to the following standards:

Respect –
Be considerate of self, others, their beliefs and property.

Honesty –
Be truthful.

Kindness –
Be caring, friendly and helpful.

Responsibility –
Be dependable and accountable.

Fairness –
Be committed to the just treatment of others.

IX. CODE OF STUDENT CONDUCT

A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events and all school-related functions, school-sponsored activities, events or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage or vandalism;

2. The use of profanity or obscene language, or the possession of obscene materials;

3. Gambling, including, but not limited to, playing a game of chance for stakes;

4. Violation of the school district's Hazing Prohibition Policy;

5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes or leaving school grounds without permission;

6. Violation of the school district's Student Attendance Policy;

7. Opposition to authority using physical force or violence;

8. Using, possessing or distributing tobacco, tobacco-related devices, electronic cigarettes, vaping devices or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices and Electronic Delivery Devices Policy;

9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation) or being under the influence of alcohol or other intoxicating substances or look-alike substances;

10. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation) or being under the influence of narcotics, drugs or other controlled substances (except as prescribed by a physician) or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);

11. Using, possessing or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;

12. Using, possessing or distributing weapons or look-alike weapons or other dangerous objects;

13. Violation of the school district's Weapons Policy;

14. Violation of the school district's Violence Prevention Policy;

15. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;

16. Possession, use or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;

17. Possession, use or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;

18. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;

19. Violation of any local, state or federal law as appropriate;

20. Acts disruptive of the educational process, including, but not limited to, disobedience, disruptive or disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, improper activation of fire alarms or bomb threats;

21. Violation of the school district's Internet Acceptable Use and Safety Policy;

22. Use of a cell phone in violation of the school district's Internet, Technology and Cell Phone Acceptable Use and Safety Policy;

23. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;

24. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;

25. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;

26. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions and Student's Person Policy;

27. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches Policy;

28. Possession or distribution of slanderous, libelous or pornographic materials;

29. Violation of the school district's Bullying Prohibition Policy;

30. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar or obscene, apparel promoting products or activities that are illegal for use by minors or clothing containing objectionable emblems, signs, words, objects or pictures communicating a message that is racist, sexist or otherwise derogatory to a protected minority group or which connotes gang membership;

31. Criminal activity;

32. Falsification of any records, documents, notes or signatures;

33. Tampering with, changing or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;

34. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism or collusion, including the use of picture phones or other technology to accomplish this end;

35. Impertinent or disrespectful words, symbols, acronyms or language, whether oral or written, related to teachers or other school district personnel;

36. Violation of the school district's Harassment and Violence Policy;

37. Actions, including fighting or any other assaultive behavior, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety or welfare of teachers, students, other school district personnel or other persons;

38. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;

39. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct or indecent exposure;

40. Verbal assaults or verbally abusive behavior, including, but not limited to, use of words, symbols, acronyms or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people or threatening to school property;

41. Physical or verbal threats, including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;

42. Inappropriate, abusive, threatening or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin or sexual orientation;

43. Violation of the school district's Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy;

44. Violation of the school district's one-to-one device rules and regulations;

45. Violation of school rules, regulations, policies or procedures, including, but not limited to, those policies specifically enumerated in this policy;

46. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstructs the mission or operations of the school district or the safety or welfare of students or employees.

X. RECESS AND OTHER BREAKS

A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.

B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.

C. The school district must not use recess detention unless:

1. A student causes or is likely to cause serious physical harm to other students or staff;

2. The student's parent or guardian specifically consents to the use of recess detention; or

3. For students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.

D. The school district must not withhold recess from a student based on incomplete schoolwork.

E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within twenty-four (24) hours of using recess detention.

F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity and special education status. This information must be available to the public upon request. The school district is encouraged to use the data in professional development promoting the use of nonexclusionary discipline.

G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section 124D.111 or other state or federal law.

XI. DISCIPLINARY ACTION OPTIONS

The general policy of the school district is to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district code of conduct, rules, regulations, policies or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

A. Student conference with teacher, principal, counselor or other school district personnel, and verbal warning;

B. Confiscation by school district personnel and/or by law enforcement of any item, article, object or thing, prohibited by or used in the violation of any school district policy, rule, regulation, procedure or state or federal law. If confiscated by the school district, the confiscated item, article, object or thing will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.

C. Parent contact;

D. Parent conference;

E. Removal from class;

F. In-school suspension;

G. Suspension from extracurricular activities;

H. Detention or restriction of privileges;

I. Loss of school privileges;

J. In-school monitoring or revised class schedule;

K. Referral to in-school support services;

L. Referral to community resources or outside agency services;

M. Financial restitution;

N. Referral to police, other law enforcement agencies or other appropriate authorities;

O. A request for a petition to be filed in district court for juvenile delinquency adjudication;

P. Out-of-school suspension under the Pupil Fair Dismissal Act;

Q. Preparation of an admission or readmission plan;

R. Saturday school;

S. Expulsion under the Pupil Fair Dismissal Act;

T. Exclusion under the Pupil Fair Dismissal Act; and/or

U. Other disciplinary action as deemed appropriate by the school district.

XII. REMOVAL OF STUDENTS FROM CLASS

A. The teacher of record shall have the general control and government of the classroom. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences or contacting the student's parents. When such measures fail, or when the teacher determines it is

otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy.

1. "Removal from class" and "removal" mean any actions taken by a teacher, principal or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days, pursuant to this discipline policy.

2. Unscheduled Student Removal from Class

   A public school is encouraged to adopt a school policy on parental notification for unscheduled student removal from class. The public school must consult with child abuse prevention experts to incorporate best practices into the school policy. A public school with a policy on parental notification must include the policy in the employee handbook and disseminate information to school staff regarding child abuse prevention in a school setting.

3. Grounds for removal from class shall include any of the following:

   a. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;

   b. Willful conduct that endangers surrounding persons, including school district employees, the student or other students or the property of the school;

   c. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or

   d. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.

   Such removal shall be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

4. A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another.

B. If a student is removed from the class more than 10 (ten) times in a school year, the school district shall notify the parent or guardian of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent or guardian to discuss the problem that is causing the student to be removed from class.

C. Procedures for Removal of a Student From a Class

1. When circumstances permit, student(s) shall be removed from class upon agreement of the appropriate teacher and principal after an informal conference with the pupil.

2. The removal from class may be imposed without an informal conference when it appears that the student will create an immediate and substantial danger to himself/herself or to persons or property. If a student is removed from class due to immediate and substantial danger to himself/herself and no conference has been held, the teacher will notify the office immediately to inform the principal of the action taken.

3. A written disciplinary report shall be submitted by the teacher or district employee within 24 hours of the removal of any student from his/her class.

D. Period of Time for Which a Student may be Removed from a Class

The length of time of the removal from class shall be at the discretion of the principal after consultation with the teacher, subject to the provisions of Minnesota Statutes, Section 121A.61, Subdivision 3(e) and the Pupil Fair Dismissal Act.

E. Responsibility for and Custody of a Student Removed from Class

1. Students removed from class shall be the responsibility of the principal or his/her lawful designee.

2. Students removed from class must report directly to the principal's office or designated area and inform the office employees of his/her arrival. Prior to the student's removal, the teacher or district employee will inform the office of the student's removal, the reason for the removal and the time of removal.

3. The teacher will determine if the student requires a school employee to accompany him/her to the office, and if so, make the necessary arrangements.

F. Procedures for Return of a Student to a Specific Class from Which the Student was Removed

1. The student may return to class after a conference with the appropriate administrator, teacher, school personnel and/or parent(s)/guardian(s). At the time of this conference, a plan of action will be established.

2. Students removed from class will be required to examine and take measures to correct the behavior.

3. The principal or designee will complete the appropriate follow-up disciplinary consequences and school documentation with the student.

4. The principal or designee readmits the student pursuant to the readmission plan.

G. Procedures for Notifying a Student and the Student's Parents or Guardian of Violation of the Rules of Conduct and of Resulting Disciplinary Actions

1. The principal or designee determines the necessity of parent/guardian notification resulting from the student being removed from class. The notice of suspension form will be used to communicate related information in writing when out of school suspension is deemed appropriate (see Appendix B).

2. The principal or designee will work with the teacher to notify the student of the violation of the discipline rules and resulting disciplinary action.

H. Students with a Disability; Special Provisions

When a student with special needs is removed from a classroom, the teacher will adhere to any special provisions in that student's Individual Education Plan (IEP).

I. Procedures for Detecting and Addressing Chemical Abuse Problems of Students while on School Premises

1. The district has established a chemical abuse pre-assessment team pursuant to Minnesota Statutes, Section 121A.26; and

2. The district has established teacher reporting procedures to the chair of the chemical abuse pre-assessment team pursuant to Minnesota Statutes, section 121A.29.

J. Multi-Tiered System of Support

When deemed necessary, the Multi-Tiered System of Support (MTSS) framework will be used to develop:

1. Procedures for immediate and appropriate interventions tied to violations of the Code of Student Conduct;

2. Any procedures determined appropriate for encouraging early involvement of parents or guardians in attempts to improve a student's behavior; and/or

3. Any procedures determined appropriate for encouraging early detection of behavioral problems.

XIII. DISMISSAL

A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion and suspension. Dismissal does not include removal from class.

The school district shall not deny due process or equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.

The school district shall not dismiss any student without attempting to use nonexclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

The use of exclusionary practices for early learners as defined in Minnesota Statutes, Section 121A.425 is prohibited. The use of exclusionary practices to address attendance and truancy issues is prohibited.

B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion and/or exclusion. A student may be dismissed on any of the following grounds:

1. Willful violation of any reasonable school board regulation, including those found in this policy;

2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or

3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Disciplinary Dismissals Prohibited

1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:

   a. A preschool or prekindergarten program, including an early childhood family education, school readiness, voluntary prekindergarten, Head Start or other school-based preschool or prekindergarten program; or

   b. Kindergarten through grade 3.

2. This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A and federal law for a student receiving special education services.

3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under nonexclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

D. Suspension Procedures

1. Definition of "Suspension"

   "Suspension" means an action by the school administration, under rules promulgated by the school board, prohibiting a student from attending school for a period of time no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less where a student with a disability does not receive regular or special education instruction during that dismissal period.

   The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for less than one day, except as provided under federal law for a student with a disability.

   The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will crate an immediate and substantial danger to self or to surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case

the school administration may extend the suspension to a total of fifteen (15) days.

2. Opportunity to Complete School Work

School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (a) receive timely course materials and other information, and (b) complete daily and weekly assignments and receive teachers' feedback.

3. Parent/Guardian Meeting

If a student's total days of removal from school exceed ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent or guardian before subsequently removing the student from school and, with the permission of the parent or guardian, arrange for a mental health screening for the student at the parent or guardian's expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent or guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.

4. Readmission Plan

Each suspension action may include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent or guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent or guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect or medical or educational neglect.

5. Child with a Disability

A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10)

cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6^{th}) consecutive day of suspension or the tenth (10^{th}) cumulative day of suspension has elapsed.

6. Alternative Education Services

Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework or enrollment in another district or in an alternative learning center under Minnesota Statutes, Section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes, Section 120B.02, although in a different setting.

7. Informal Administrative Conference

The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.

8. Administration Options

After school administration notifies a student of the grounds for suspension, school administration may, instead of imposing the suspension, do one or more of the following:

a. Strongly encourage a parent or guardian of the student to attend school with the student for one day;

b. Assign the student to attend school on Saturday as supervised by the principal or the principal's designee; and

c. Petition the juvenile court that the student is in need of services under Minnesota Statutes, Chapter 260C.

9. Written Notice

A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, Sections 121A.40-121A.56, shall be personally served upon the student at or before the time the suspension is to take effect and upon the student's parent or guardian by mail within forty-eight (48) hours of the conference. (See Appendix B)

10. Notification

The school administration shall make reasonable efforts to notify the student's parent or guardian of the suspension by telephone as soon as possible following suspension.

In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent or guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.

11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

12. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent or guardian by mail of the student's right to attend and to be reinstated in the school district.

XIV. EXPULSION AND EXCLUSION

A. Definitions

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.

2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.

B. Proceedings

1. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, Sections 121A.40-121A.56.

2. Notice

The student and parent or guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent or guardian personally or by mail and shall contain a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of hearing; be accompanied by a copy of the Pupil Fair Dismissal Act, Minnesota Statutes, Sections 121A.40-121A.56; describe the nonexclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings and inform the student and parent or guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel, at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district must advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.

3. Right to a Representative

The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent or guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceeding.

If the student designates a representative other than the parent or guardian, the representative must have a written authorization from the student and

the parent or guardian providing them with access to and/or copies of the student's records.

4. Hearing

a. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent or guardian.

b. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent or guardian.

All hearings shall be held at a time and place reasonably convenient to the student, parent or guardian and shall be closed, unless the student, parent or guardian requests an open hearing.

c. Access to Records

At a reasonable time prior to the hearing, the student, parent or guardian or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.

d. Hearing Officer

All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.

e. Evidence and Testimony

The student, parent or guardian or authorized representative shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based and to confront and cross-examine any witnesses testifying for the school district.

The student, parent or guardian or authorized representative shall have the right to present evidence and testimony, including expert psychological or educational testimony.

The student cannot be compelled to testify in the dismissal proceedings.

f. Recording

The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.

g. Findings and Recommendation

The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which must be made to the school board and served upon the parties within two (2) days after the close of the hearing.

5. School Board Decision

The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of MDE (Commissioner) of the basis and reason for the decision.

6. Appeal

A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minnesota Statutes, Section 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.

7. Report

The school district shall report any suspension, expulsion or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.

The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race and special education status. The dismissal report must include state student identification numbers of affected students.

XV. ADMISSION OR READMISSION PLAN

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan must include measures to improve the student's behavior, which may include completing a character education program consistent with Minnesota Statutes, Section 120B.232, Subdivision 1, social and emotional learning, counseling, social work services, mental health services, referrals for special education or 504 evaluation and evidence-based academic interventions. The plan must include reasonable attempts to obtain parental involvement in the admission or readmission process and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parents to provide a sympathomimetic medication for their child as a condition of readmission.

XVI. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by the Pupil Fair Dismissal Act or other applicable law. The teacher, principal or other school district official may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each exclusion or expulsion, each physical assault of a school district employee by a pupil and each pupil withdrawal agreement within thirty (30) days of the effective date of the dismissal action, pupil withdrawal or assault to the MDE Commissioner. This report must include a statement of the nonexclusionary disciplinary practices or other sanction, intervention or resolution in response to the assault given to the pupil and the reason for, the effective date and the duration of the exclusion or expulsion or other sanction, intervention or resolution. The report must also include the pupil's age, grade, gender, race and special education status.

XVII. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination and maintenance of student discipline

records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

XVIII. STUDENTS WITH DISABILITIES

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP team and the child's parents shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XIX. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Options Program (Minnesota Statutes, Section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes, Section 124D.08) at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minnesota Statutes, Chapter 260A) and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Options Program if the student is absent without lawful excuse for one or more periods on fifteen (15) school days and has not lawfully withdrawn from school.

XX. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

The Discipline Complaint Procedure must, at a minimum:

1. Provide procedures for communicating this policy including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;

2. Provide an opportunity for involved parties to submit additional information related to the complaint;

3. Provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;

4. Provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;

5. If the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching or other accountability practices to ensure appropriate compliance with policies in the future; and

6. Prohibit reprisals or retaliation against any person who asserts, alleges or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

XXI. DISTRIBUTION OF POLICY

The school district will notify students and parents of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parents at the commencement of each school year and to all new students and parents upon enrollment. This policy shall also be available upon request in each principal's office.

XXII. REVIEW OF POLICY

The principal and representatives of parents, students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended and to assess whether the discipline policy has been enforced. Any recommended changes shall be submitted to the superintendent or designee for consideration by the school board, which shall conduct an annual review of this policy.

Legal References:
Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.58 (Corporal Punishment; Prone Restraint; And Certain Physical Holds)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 121A.60 (Definitions)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
Minn. Stat. § 121A.611 (Recess and Other Breaks)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. Ch. 125A (Special Education and Special Programs)
Minn. Stat. § 152.22, Subd. 6 (Definitions)
Minn. Stat. § 152.23 (Limitations)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Safety and Placement)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Act)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross References:
Policy 413 (Harassment and Violence)
Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)
Policy 501 (School Weapons Policy)
Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
Policy 503 (Student Attendance)
Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
Policy 507.5 (School resource Officers)
Policy 514 (Bullying Prohibition)

Policy 524/453 (Internet, Technology and Cell Phone Acceptable Use and Safety)
Policy 526 (Hazing Prohibition)
Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)
Policy 538 (Student Travel)
Policy 539 (Violence Prevention)
Policy 709 (Student Transportation Safety)
Policy 711 (Digital Recording on School Buses)
Policy 712 (Video Recording Other Than on Buses)

Policy Adopted: 8/8/84
Policy Revised: 5/16/11, 4/20/15, 7/16/18, 8/19/19, 9/28/20, 8/16/21, 6/20/22, 6/21/23, 7/17/23, 6/17/24, 7/15/24, 6/16/25, 6/15/26, 8/17/26
Alexandria Public Schools - No. 206
Alexandria, Minnesota

APPENDIX A

DISCIPLINARY GUIDELINES

Every student and employee of Alexandria Public Schools is entitled to learn and work in a safe school environment. To ensure this safe environment, the school district has established clear student discipline policies, consequences appropriate to behavior and a practice to implement these guidelines fairly. These guidelines were developed to help ensure that each and every student is able to learn, discover their possibilities and thrive.

All PreK-12th grade students are expected to behave in accordance with federal, state and local laws; district policies and guidelines; and in a way that respects the rights and safety of others. Known violations of federal, state and local laws will be reported to local law authorities.

The following are district-wide discipline guidelines. These guidelines and the potential consequences apply any time a student is present on district property, participating in a district-sponsored activity or traveling in a district vehicle. These guidelines and the potential consequences also apply to student behavior that has a nexus to district property or the student's status as a district student. Student conduct that occurs off-campus, but has a nexus to the school environment, may form the basis for school discipline. This specifically includes activities that occur off-campus over the internet, on social media or through other communications. Listed are the violations and the recommended consequences, although all determinations will be made on a case-by-case basis. Minnesota State High School League consequences may also apply in accordance with its rules and district policy.

A student who accumulates excess violations of these disciplinary guidelines or several infractions for serious behavior may be disciplined in light of the student's overall record. The student and parent/guardian will have a conference with the principal and/or other appropriate employee(s) to make them aware that the student is accumulating excessive infractions. Any student who has been suspended for violations of the guidelines may be recommended for expulsion upon the student's return if the student commits additional offenses of the same nature.

Restitution or restorative justice principles may be utilized when appropriate for the disciplinary infraction. Restorative school discipline practices focus on fostering a sense of community within school environments to prevent conflict, encourage students to accept responsibility for their actions and rebuild relationships.

The infractions and consequences may be modified or disregarded if circumstances require mitigation or exception (e.g., student whose misbehavior is related to their disability). These discipline guidelines are based on district policies, located on the district's website.

KEY TO SYMBOLS IN TABLES BELOW

(#) *Indicates opportunity for restorative practices and potential disciplinary action assigned by building administration.*

(*) *Indicates opportunity for restorative practices and potential disciplinary action assigned by building administration. Student Services referral should involve counselor, social worker, psychologist, case manager, chemical health counselor or other support services.*

(&) *Indicates opportunity for restorative practices and potential disciplinary action assigned by building administration. Building administration will consider intent when assigning disciplinary consequences.*

(%) *Indicates opportunity for restorative practices and potential disciplinary action assigned by building administration. Restorative actions in these cases need to include an educational component. Student Services referral should involve counselor, social worker, psychologist, case manager or other support services.*

(@) *Indicates opportunity for restorative practices and potential disciplinary action assigned by building administration. School administration retains discretion to advance to higher levels of discipline based upon the severity of an infraction. Student Services referral should involve counselor, social worker, psychologist, case manager or other support services.*

ATTENDANCE

1. ATTENDANCE, TARDINESS, TRUANCY

In addition to the compulsory attendance mandate of state law, the school board recognizes and emphasizes the intrinsic value of attendance each school day by each student. It enables every student to profit to the maximum degree from the enhanced learning environment that full attendance promotes.

Compulsory attendance policies for students under the age of 17 years will be applied in cases of chronic absence or tardiness. Parental/guardian notification will occur when a student is determined to be truant by the school. A student under the age of 17 years with seven or more unexcused absences may be referred to appropriate services.

Attendance disciplinary action is outlined in the district's attendance policy (Policy 503).

CHEMICAL INFRACTIONS

2. ALCOLHOL OR CHEMICALS, POSSESSION OR USE

The possession or use of any alcohol, narcotic, illegal substance, controlled substance or drug paraphernalia is prohibited while on district property, participating in a district-sponsored activity or traveling in a district vehicle.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	*	*
Grades 4-5	*	Social worker intervention Possible police referral	Up to 3-day suspension Possible police referral
Grades 6-12	Up to 3-day	Up to 5-day	Up to 10-day

	suspension Possible police referral Student Services referral Chemical health referral	suspension Police referral Chemical health referral	suspension Expulsion recommendation Police referral Chemical health referral

3. ALCOHOL OR CHEMICALS, POSSESSION WITH INTENT TO DISTRIBUTE OR SELL

Selling, distributing, deliver, exchanging or intending to sell, deliver, exchange or distribute any alcoholic, narcotic, illegal substance or controlled substance on district property, while participating in a district-sponsored event or traveling in a district vehicle is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	*	*
Grades 4-5	*	Student Services referral Police referral	Up to 3-day suspension Police referral
Grades 6-12	Up to 10-day suspension Expulsion recommendation Police referral		

4. MEDICATION MISUSE (OVER THE COUNTER)

Any student in possession of or using an "over the counter" medication must do so in a manner consistent with district policy (see Policy 516 – Student Medication). Selling, distributing, delivering, exchanging or intending to sell, deliver exchange or distribute any "over the counter" medication is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	*	*
Grades 4-5	* Student Services referral	Up to 1-day suspension Student Services referral	Up to 3-day suspension Student Services referral
Grades 6-12	Up to 3-day suspension Student Services referral	Up to 5-day suspension Student Services referral Police referral	Up to 10-day suspension Expulsion recommendation Police referral

5. MEDICATION MISUSE (PRESCRIPTION)

Any student in possession of or using prescription medication must do so in a manner consistent with district policy (Policy 516 – Student Medication). Selling, distributing, delivering, exchanging or intending to sell, deliver, exchange or distribute any prescription medication is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	* Student Services referral	* Student Services referral
Grades 4-5	* Student Services referral	Up to 2-day suspension Student Services referral	Up to 5-day suspension Police referral
Grades 6-12	Up to 10-day suspension Expulsion recommendation Police referral		

6. TOBACCO/NICOTINE USE OR POSSESSION

Possession or use of tobacco/nicotine is prohibited, including e-cigarettes and other items used for the use of tobacco or other illegal substances. Students who congregate in an area where tobacco use has recently occurred (e.g., bathroom stall) will each be considered to have been using tobacco.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	# Student Services referral
Grades 4-5	#	#	Up to 1-day suspension Police referral
Grades 6-12	Up to 1-day suspension Police referral	Up to 3-day suspension Police referral	Up to 5-day suspension Police referral

DANGEROUS AND/OR NUISANCE ITEMS

7. FIREARMS

Minnesota state law requires that school board *must expel for a period of at least one year* a student who is determined to have brought a firearm to school. The definition of a

firearm is found at 18 U.S.C. § 921. The board may modify this expulsion requirement on a case-by-case basis.

Grades	First Offense
Grades PreK-12	Up to 10-day suspension Expulsion recommendation Police referral

8. FIREWORKS

Possession, distribution or use of any type of fireworks (sparklers, firecrackers, smoke bombs) or ammunition is prohibited. Use of any fireworks that creates a serious disturbance or safety hazard may be considered a violation of "Weapons, Explosives, Incendiary Devices, Ammunition and Other Dangerous Items."

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	&	&	&
Grades 4-5	&	&	&
Grades 6-12	Up to 5-day suspension	Up to 10-day suspension	Up to 10-day suspension Expulsion recommendation

9. NUISANCE OBJECTS

Misuse or distribution of any object that causes distractions or a nuisance is prohibited. These objects may include, but are not limited to, laser pointers, lighters, radios, squirt guns, video games, snaps and stink bombs.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	#
Grades 6-12	#	Up to 1-day suspension	Up to 3-day suspension

10. POTENTIALLY DANGEROUS ITEMS

Possessing potentially dangerous items that if misused may be considered dangerous, illegal or could possibly cause harm are prohibited. If it is determined that a student brought such an item to school without intent to harm, the student might not be considered in possession of a weapon. If a student directly or indirectly threatens another person or persons with such an object, the student will be determined to be in possession of a weapon and appropriate action will be taken in accordance with district policy.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	# Up to 1-day suspension	Up to 3-day suspension
Grades 6-12	Up to 1-day suspension	Up to 3-day suspension	Up to 5-day suspension

11. WEAPONS, EXPLOSIVES, INCENDIARY DEVICES, AMMUNITION AND OTHER DANGEROUS ITEMS

The possession, real or implied, of weapons, explosives, incendiary devices, ammunition or other items considered dangerous, illegal or which could cause harm, destruction or disruption is prohibited. The possession of imitation, non-working or self-created weapons (i.e., 3D printing) is prohibited. The use or detonation of explosives, weapons, incendiary devices, ammunition or other items considered dangerous, illegal or which could cause harm, destruction or disruption is prohibited. If it is determined that a student brought such an item to school without intent to harm, the student might not be considered in possession.

Grades	First Offense	Second Offense
Grades PreK-3	#	#
Grades 4-5	Up to 5-day suspension Police referral	Up to 10-day suspension Expulsion recommendation Police referral
Grades 6-12	Up to 10-day suspension Expulsion recommendation Police referral	

DRIVING INFRACTIONS AND TRANSPORTATION

12. DRIVING CARELESS OR RECKLESS

Driving any motorized or non-motorized vehicle on district property in such a manner as to endanger people or property is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades 9-12	Warning or 1-week to 1-month suspension of Parking Permit depending upon circumstances Police referral	Suspension of Parking Permit for 1-week, 1-month or for remainder of the year depending upon circumstances Police referral	Suspension of Parking Permit for the remainder of the year Police referral

13. TRANSPORTATION

All rules that apply to building and classroom behavior apply while riding a school bus. Therefore, students may be administered consequences consistent with other school discipline procedures and in accordance with district policy. Students endangering persons or property may lose bus riding privileges immediately and for an indefinite period. Students, grades 6-12, who commit a fourth offense will be suspended from riding the bus for the remainder of the school year.

Grades	First Offense	Second Offense	Third Offense	Fourth Offense	Fifth Offense
Grades PrK-5	Verbal Warning	# Up to 1-day bus suspension	# Up to 3-day bus suspension	# Up to 5-day bus suspension	Loss of bus riding privilege for school year
Grades 6-12	Verbal Warning	# Up to 3-day bus suspension	Up to 10-day bus suspension	Loss of bus riding privilege for school year	

14. VEHICLE, UNAUTHORIZED PARKING, DISPLAY OF PARKING PERMIT

Not having or not displaying a valid parking permit is prohibited. Parking a vehicle in an unauthorized area is prohibited. Failure to adhere to parking regulations may result in towing without warning. In addition, students and their entire carpool are subject to temporary or permanent loss of parking permits.

Grades	First Offense	Second Offense	Third Offense
Grades 9-12	Immobilization of vehicle and $30 fine	Immobilization of vehicle and $60 fine	Immobilization of vehicle and $90 fine

15. VEHICLE, STEALING PERMIT, FORGING PERMIT, FALSE PERMIT

Stealing, forging or using a false permit will result in a school suspension and the loss of parking privileges.

PHYSICAL INFRACTIONS

16. ASSAULT

Committing an act with intent to cause fear in another person of immediate bodily harm or death or intentionally inflicting or attempting to inflect bodily harm upon another person is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	@	@ Student Services	@ Student Services

		referral	referral
Grades 4-5	Up to 2-day suspension Student Services referral	Up to 3-day suspension Student Services/Police referral	Up to 10-day suspension Expulsion recommendation Police referral
Grades 6-12	Up to 5-day suspension Student Services referral	Up to 10-day suspension Expulsion recommendation Police referral	

17. ASSAULT, AGGRAVATED

Committing an assault upon another person with a weapon or an assault that inflicts great bodily harm upon another person is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	@	@ Student Services referral	@ Police referral
Grades 4-5	Up to 5-day suspension Student Services referral	Up to 10-day suspension Expulsion recommendation Police referral	
Grades 6-12	Up to 10-day suspension Expulsion recommendation Police referral		

18. FIGHTING

Engaging in any form of fighting where blows are exchanged is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	@	@	@ Student Services referral
Grades 4-5	@	@ Student Services referral	@ Student Services referral
Grades 6-12	Up to 3-day suspension Student Services	Up to 5-day suspension Student Services	Up to 10-day suspension Expulsion

	referral	referral	recommendation

19. PUSHING, SHOVING, SCUFFLING

Physical contact that could harm others, but is not defined as an assault or fighting, is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	#
Grades 6-12	#	# Up to 1-day suspension	Up to 3-day suspension

20. SEXUAL MISCONDUCT

Engaging in nonconsensual sexual intercourse or sexual contact with another person including intentional touching of clothing covering a person's intimate parts, intentional removal or attempted removal of clothing covering a person's intimate parts or clothing covering a person's undergarments, if the action is sexual or aggressive in nature, is prohibited. Indecent exposure is also prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	* Student Services referral	* Student Services referral
Grades 4-5	*	* Student Services referral	Up to 5-day suspension Student Services referral
Grades 6-12	Up to 10-day suspension Expulsion recommendation Student Services referral Police referral		

PROPERTY INFRACTIONS

21. ARSON

The intentional setting of a fire that results in, or could have potentially resulted in, the destruction or damage to district property or other property or that endangers or potentially endangers others by means of fire is prohibited.

Grades	First Offense
Grades PreK-12	Up to 10-day suspension Expulsion recommendation Police referral

22. BREAKING AND ENTERING

Entering a secured district location, after school hours, using an unauthorized mechanism of entering is prohibited.

Grades	First Offense	Second Offense
Grades PreK-3	#	#
Grades 4-12	Up to 5-day suspension Police referral	Up to 10-day suspension Expulsion recommendation Police referral

23. FIRE EXTINGUISHER, UNAUTHORIZED USE

Fire extinguishers are important tools that are needed in potentially life-threatening fires. All other uses are prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	Up to 2-day suspension
Grades 6-12	#	Up to 5-day suspension	Up to 10-day suspension

24. ROBBERY OR EXTORTION

Taking property from another person by use of force, threat of force compelling acquiescence or under false pretenses is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	2-day suspension
Grades 6-12	Up to 5-day suspension Police referral	Up to 10-day suspension pending further investigation** Expulsion recommendation Police referral	

(**) *Indicates further investigation may result in a reduction of suspension or a recommendation for expulsion.*

25. SECURITY SYSTEM TAMPERING

Any action that is intended to deactivate, damage or destroy any security system of the district is prohibited. This action includes, but is not limited to, the disabling of or tampering with a district security camera or an automatic locking door apparatus.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	# Police referral	Up to 1-day suspension Police referral	Up to 3-day suspension Police referral
Grades 6-12	Up to 3-day suspension Police referral	Up to 5-day suspension Police referral	Up to 10-day suspension Expulsion recommendation Police referral

26. THEFT, RECEIVING OR POSSESSION STOLEN PROPERTY

The unauthorized taking, using, transferring, hiding or possessing of the property of another person without the consent of the owner or the receiving of such property is prohibited. Restitution, when appropriate, will be required.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	Up to 2-day suspension
Grades 6-12	Up to 3-day suspension	Up to 5-day suspension Police referral	Up to 10-day suspension Expulsion recommendation Police referral

27. TRESPASSING

Students are not to go into district buildings unless they have permission from the building administrator or are attending scheduled classes or a district-sponsored event. Remaining on district property without authorization is prohibited. Any student on suspension who goes to a district location without permission is subject to being charged with trespassing and an increase in suspension time. Admitting others through a locked or secured entrance without the permission of district employees is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	#
Grades 6-12	Up to 1-day	Up to 3-day	Up to 10-day

	suspension	suspension	suspension

28. VANDALISM, MINOR ACTS (LESS THAN $500)

Littering, defacing (including placement of graffiti), cutting, damaging or destroying property that belongs to the district or other individuals/entities is prohibited. Vandalism is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	Up to 2-day suspension
Grades 6-12	Up to 3-day suspension Police referral	Up to 5-day suspension Police referral	Up to 10-day suspension Expulsion recommendation Police referral

29. VANDALISM, MAJOR ACTS (MORE THAN $500)

Littering, defacing (including placement of graffiti), cutting, damaging or destroying property that belongs to the district or other individuals/entities is prohibited. Vandalism is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	Up to 5-day suspension
Grades 6-12	Up to 5-day suspension Police referral	Up to 10-day suspension Expulsion recommendation Police referral	

SCHOLASTIC DISHONESTY

30. DISHONESTY, SCHOLASTIC

Scholastic dishonesty that includes, but is not limited to, cheating on school assignments or tests, plagiarism or collusion is prohibited. Academic consequences may also be assigned.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	*	*
Grades 4-5	*	*	Up to 3-day suspension

Grades 6-8	*	Up to 1-day suspension	Up to 3-day suspension
Grades 9-12	* Student Services referral	Up to 1-day suspension	Up to 10-day suspension

TECHNOLOGY INFRACTIONS

31. ELECTRONIC DEVICES, MISUSE OF

Rules relating to the possession and/or use of cell phones and/or personal electronic mobile devices in school are depending upon the grade level of the individual student. Students are not allowed to use cell phones or personal electronic mobile devices at the elementary level during the hours of the school day, unless specifically directed otherwise by a district employee. High school and middle school students may use cell phones or personal electronic mobile devices at the discretion of a teacher and in accordance with district policy, and only in a way that is not disruptive to the educational process including use in class or in any way that sacrifices, or potentially sacrifices, academic integrity (see also Dishonesty, Scholastic and Photographic Device Misuse).

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	#
Grades 6-8	#	#	Up to 1-day suspension
Grades 9-12	#	Up to 1-day suspension	Up to 3-day suspension

32. PHOTOGRAPHIC OR RECORDING DEVICE MISUSE

Use of any photographic or recording device, film camera, digital camera, cell phone camera or video camera to capture, record, transmit and/or post the words or sounds (i.e., audio) and/or images (i.e., pictures/video) of any student, staff member or other person without their permission, and/or which impinges upon the rights of others, is prohibited. This prohibition includes the distribution or receipt of a picture(s)/recording(s) that impinges upon the personal privacy of another. Misuse of any device in a school locker room, school bathroom or elsewhere in a way that violates the personal privacy of an individual may result in the immediate initiation of the expulsion process.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-5	#	#	#
Grades 6-12	Up to 2-day suspension	Up to 5-day suspension	Up to 5-day suspension

33. TECHNOLOGY AND TELECOMMUNICATIONS, MISUSE

Misuse of technologies, equipment or network; deletion or violation of password-protected information, computer programs, data, passwords or system files; inappropriate accessing of files, directories and Internet sites; deliberate contamination of the system; unethical use of information; or violation of copyright laws are prohibited. In addition, network access may be monitored and/or limited as a result of technology and/or telecommunication misuse.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-5	#	#	# Network access limited or monitored for the rest of the year
Grades 6-12	#	#	Up to 10-day suspension *and* access limited or monitored indefinitely Expulsion recommendation

34. TECHNOLOGY & TELECOMMUNICATIONS, BREACH OF

The deliberate breach of the district network and technology resources is prohibited, and may result in disciplinary actions, including but not limited to suspension, police referral and recommendation for expulsion.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-5	*	*	*
Grades 6-12	Up to 3-day suspension Student Services referral	Up to 5-day suspension Police referral	Up to 10-day suspension Police referral Expulsion recommendation

THREATENING AND/OR DISRUPTIVE BEHAVIOR

35. RACISM, RELIGIOUS-BASED DISCRIMINATION, XENOPHOBIA, SEXUAL ORIENTATION AND GENDER IDENTITY DISCRIMINATION

Student misconduct based on race, religion, country of origin, sexual orientation or gender identity that includes, but is not limited to, inappropriate and harmful comments, slurs, jokes, pictures, objects, threats and/or intimidation.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	%	% Student Services	% Student Services

		referral	referral
Grades 4-5	%	% Student Services referral	Up to 2-day suspension Student Services referral
Grades 6-8	Up to 3-day suspension Student Services referral	Up to 5-day suspension Student Services referral	Up to 10-day suspension pending further investigation** Student Services referral
Grades 9-12	Up to 5-day suspension Student Services referral**	Up to 10-day suspension pending further investigation** Student Services referral	Up to 10-day suspension pending further investigation** Student Services referral

(**) *Indicates further investigation may result in a reduction of suspension or a recommendation for expulsion.*

36. ABUSE, VERBAL

The use of language that is obscene, threatening, intimidating or inflammatory, or that degrades other people is prohibited. Verbal abuse may also be addressed under the guidelines for harassment and/or bullying, when appropriate.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	* Student Services referral	* Student Services referral
Grades 4-5	*	* Student Services referral	Up to 2-day suspension Student Services referral
Grades 6-8	Up to 2-day suspension	Up to 3-day suspension	Up to 5-day suspension
Grades 9-12	Up to 3-day suspension	Up to 5-day suspension	Up to 10-day suspension Expulsion recommendation

37. BOMB THREAT OR TERRORISTIC THREAT

Making, publishing or conveying in any manner a bomb threat or any other type of terroristic threat pertaining to a district location or event is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	# Student Services referral	# Student Services referral	# Student Services referral
Grades 4-5	Up to 5-day suspension Police referral	Up to 10-day suspension Police referral	Up to 10-day suspension Expulsion recommendation Police referral
Grades 6-12	Up to 10-day suspension Expulsion recommendation Police referral		

38. BULLYING OR INTIMIDATING BEHAVIOR

Bullying or intimidating behavior of any type, including through the use of technology and the Internet, is prohibited. Bullying or intimidating behavior may also be addressed under the guidelines for harassment and/or verbal abuse, when appropriate.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	* Student Services referral	* Student Services referral
Grades 4-5	*	* Student Services referral	Up to 2-day suspension Student Services referral
Grades 6-12	*	Up to 3-day suspension Student Services referral	Up to 10-day suspension Student Services referral

39. DISORDERLY CONDUCT

Disorderly conduct is prohibited. Disorderly conduct is an act that the student knows or has reasonable grounds to know will alarm, anger, disturb others or provoke an assault or breach of the peace. Disorderly conduct may also be engaging in offensive, obscene, abusive, boisterous or noisy conduct or gestures, or offensive, obscene or abusive language tending reasonably to arouse alarm, anger or resentment in others.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	*	* Student Services referral

Grades 4-5	* Student Services referral	* Student Services referral	Up to 1-day suspension Student Services referral
Grades 6-12	Up to 1-day suspension Student Services referral	Up to 5-day suspension Student Services referral	Up to 10-day suspension Expulsion recommendation

40. DISRUPTIVE OR DISRESPECTFUL BEHAVIOR

Disruptive or disrespectful behavior is prohibited. Disruptive or disrespectful behavior is language or behavior that disrupts or threatens to disrupt the school environment.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	#
Grades 6-8	#	#	# Up to 3-day suspension
Grades 9-12	#	# Up to 1-day suspension	# Up to 3-day suspension

41. FIRE ALARM, FALSE

Intentionally giving a false alarm of a fire or tampering or interfering with any fire alarm, fire alarm system or sprinkler system is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	# Student Services referral	# Student Services referral
Grades 4-5	# Police referral	Up to 2-day suspension Police referral	Up to 3-day suspension Police referral
Grades 6-12	Up to 5-day suspension Police referral	Up to 10-day suspension Expulsion recommendation Police referral	

42. GAMBLING

Gambling, including but not limited to, playing a game of chance for stakes or possession of gambling devices (including machines, video games and other items used to promote a game of chance) is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	# Student Services referral	# Student Services referral
Grades 4-5	#	#	Up to 2-day suspension
Grades 6-12	#	Up to 3-day suspension	Up to 5-day suspension

43. HARASSMENT OR RETALIATION

Harassment and violence because of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation or age, as defined in district policy, are prohibited. Reprisal or retaliation for a complaint of harassment is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	* Student Services referral	* Student Services referral
Grades 4-5	*	* Student Services referral	Up to 2-day suspension Student Services referral
Grades 6-8	*	Up to 3-day suspension Student Services referral	Up to 5-day suspension Student Services referral
Grades 9-12	Up to 5-day suspension Student Services referral	Up to 10-day suspension Student Services referral	Up to 10-day suspension Expulsion recommendation Student Services referral

44. HAZING

Hazing activities of any type are prohibited at all times. Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other purpose. Specific examples of hazing are found in Policy 526 – Student Hazing Prohibition. Hazing, by its very nature, often occurs off

district grounds, after school hours, on non-school days and during summer months. Students are advised that hazing is prohibited whenever and wherever it occurs.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-5	#	#	#
Grades 6-12	Up to 3-day suspension	Up to 5-day suspension	Up to 10-day suspension Expulsion recommendation

45. INSUBORDINATION

A deliberate refusal to follow an appropriate direction or to identify oneself when requested is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	Same/next day dismissal
Grades 6-12	#	Up to 3-day suspension	Up to 5-day suspension

46. THREATENING GROUP ACTIVITY

Threatening group-related activity, including but not limited to the use of graffiti emblems, symbolism, hand signs, slang, tattoos, jewelry, discussion, clothing, etc. are prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	*	*	* Student Services referral
Grades 4-5	*	* Student Services referral	* Student Services referral
Grades 6-12	Up to 3-day suspension Student Services referral	Up to 5-day suspension	Up to 10-day suspension Expulsion recommendation

47. THREATS OF PHYSICAL HARM TOWARD STUDENTS, EMPLOYEES OR OTHER PERSONS

The use of language that is blatantly threatening or intimidating that could be interpreted as a death threat or insinuating the infliction of serious bodily harm upon students, employees or other persons is prohibited. Making comments that could be interpreted as

death threats or insinuating the inflection of serious bodily harm upon students, employees or other persons is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	Up to 5-day suspension	Up to 10-day suspension Expulsion referral Police referral	
Grades 6-12	Up to 10-day suspension Expulsion recommendation Police referral		

OTHER BEHAVIOR INFRACTIONS

48. DRESS AND APPEARANCE

This district encourages students to be dressed and groomed appropriately for school activities. This is a joint responsibility of the student and the student's parent(s) or guardian(s). Further detail on Student Dress and Appearance is described in Policy 567.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-12	* Student Services referral	* Student Services referral	* Student Services referral

49. FALSE REPORTING

Intentionally reporting false information about the behavior of a student or employee is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	Up to 3-day suspension
Grades 6-12	Up to 3-day suspension	Up to 3-day suspension	Up to 5-day suspension

50. RECORDS OR IDENTIFICATION FALSIFICATION

Falsifying signatures or data, misrepresenting identity or forging notes is prohibited.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#

Grades 4-5	#	#	#
Grades 6-8	#	Up to 3-day suspension	Up to 5-day suspension
Grades 9-12	Up to 1-day suspension	Up to 3-day suspension	Up to 5-day suspension

51. SECRET SOCIETIES (FRATERNITIES/SORORITIES)

Membership in secret fraternities, sororities and clubs is prohibited throughout the district.

Grades	First Offense	Second Offense	Third Offense
Grades PreK-3	#	#	#
Grades 4-5	#	#	#
Grades 6-12	#	Up to 3-day suspension	Up to 5-day suspension

52. UNIQUE SITUATIONS

Discipline situations not covered by these guidelines will be handled on a case-by-case basis. Behaviors that are willful and disruptive or potentially harmful are included. Unique or special situations at a particular school may call for an adjustment in the discipline policies to meet the school's or district's needs.

Policy Adopted: 8/8/84
Revised: 6/20/05, 6/19/06, 6/20/07, 4/21/08, 5/16/11, 5/2012, 5/2013, 4/20/15, 7/16/18, 8/19/19, 9/28/20, 8/16/21, 6/20/22, 6/21/23, 7/17/23, 6/17/24, 7/15/24, 6/16/25, 6/15/26, _____
Alexandria Public Schools - No. 206
Alexandria, Minnesota

(Sample Form)
NOTICE OF SUSPENSION
(Date)

(Name of Parent or Guardian)
(Address)
(City, State, Zip)

Dear (Parent or Guardian)

(Name of Student) has been suspended from (name of school) for (number of days) commencing on (date).

The grounds for suspension are:

Briefly, the facts that have been determined are:

The testimony received was:

An administrative conference to determine the above was conducted before

_____, at _____ on _____
(Name of Administrator) (Time) (Date)

pursuant to Minn. Stat. §§ 121A.40-121A.56, a copy of which is enclosed.

The plan of readmission is:

Alternative educational services in the form of homework will be available to be picked up at the school after _____[date]_____.

While suspended, the student may not come on any school campus except with you for the purpose of discussing conduct.

If you have any questions, please call.

Sincerely,

_____
Administrator

Enc: Minn. Stat. §§ 121A.40-121A.56