

**Lower
Kuskokwim
School
District**

District Student Discipline Guidelines

Education thrives when parents, students, and teachers work together toward common goals. Discipline is an integral component of education that works best when everyone involved knows exactly what to expect.

All Schools within the Lower Kuskokwim School District follow the District Wide Discipline Guide. Individual schools shall adopt site discipline plans with input from students, staff and community members, which meet the district discipline guidelines. It is acceptable for site discipline plans to allow parents to attend classes with their student in lieu of suspensions, where appropriate.

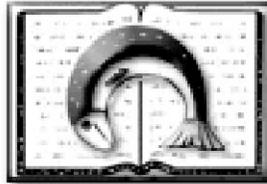
The District Wide Discipline Guide is a resource for students, parents, teachers, and principals and defines acts of misconduct and disciplinary action. It organizes acts of misconduct into six groups, from least to most severe. Specific references to Board Policy have been added where appropriate. BP 5144 - Discipline, provides additional general information.

Principals and teachers shall discuss with students and parents the particular rules of an individual school discipline plan. Principals and teachers should explain to students that for every right, there is a matching responsibility. For example, one student right is “a free and appropriate public school education” and one responsibility is to “know and follow all school rules and procedures.”

The following table clarifies terms that the District Wide Discipline Guide uses to describe disciplinary actions.

DISTRICT WIDE DISCIPLINE GUIDE

TERM	DEFINITION
Teacher / Student Conference	The teacher will discuss the situation with the student and work with that student to develop positive behavior. During this step, teachers and students correct and prevent many problems.
Teacher-Student-Parent-Resource Person-Administrator Conference	Everyone involved works together to develop a solution to the problem. The conference often results in a behavior agreement, which outlines specific rewards and consequences designed to change the student's behavior.
In-School Suspension	The student remains in school but does not attend classes. Counselor or other resource person provides student with conduct guidelines and course studies. All privileges/Extra-Curricular Activities are suspended.
Out of School Suspension	The student remains out of school for a short-term, from a fraction of one (1) day to ten (10) school days duration, student is not allowed to participate in school activities or be on school campus.
Long –Term Suspension / Expulsion	The student will be removed from school for 11 days or more to a maximum of one school year. (This requires Superintendent approval and a formal due process hearing including written notification of charges)
Disciplinary Reassignment	The student may be transferred to another room or alternative location, or school, for a specified period of time. (Subject to review by a school or district multidisciplinary team or Superintendent/designee)
Alternative School Placement	Alternative schools address the educational needs of students who are re-enrolling in school and those referred by a multidisciplinary team or Superintendent/designee due to severe disruptive behavior. They use low teacher-student ratios, comprehensive support services, behavioral interventions, and a specialized curriculum, as well as career training and employment opportunities.



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The following guidelines list examples of acts of misconduct and disciplinary action for each level. It is understood that Administrators may use discretion in applying consequences due to individual circumstances. All out of school suspensions must be reported to the Superintendent and School Safety Coordinator. A suspension of a student on an IEP must also be reported to the Special Ed Director. If the suspension results in a cumulative total of 10 or more days in a school year, a manifestation determination meeting is required. All Suspensions must be logged in PowerSchool.

Group 1 – Acts of Misconduct

- Loitering
- Academic dishonesty (BP 5131.9)
- Persistent tardiness

Disciplinary Action – First Violation

1. Minimum; Teacher-Student Conference
2. Maximum: Teacher-Student-Parent Conference

Disciplinary Action – Repeated Violations

1. Minimum: Teacher-Student-Parent-Resource Person-Administrator Conference
2. Maximum: In-School Suspension

Group 2 – Acts of Misconduct

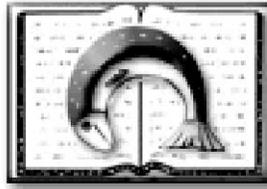
1. Leaving school / class without permission
2. Use or possession of tobacco products (BP 5131.62)
3. Failing to abide by school rules (BP 5131)

Disciplinary Action – First Violation

1. Minimum: Teacher-Student Conference
2. Maximum: Teacher-Student-Parent-Resource Person-Administrator Conference

Disciplinary Action – Repeated Violations

1. Minimum: In-School Suspension
2. Maximum: Out of School Suspension 1-3 days



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Group 3 – Acts of Misconduct

- Fighting / Disruptive behavior (BP 5131.4)
- Defiance of school authority
- Obscenity, Profanity, Language

Disciplinary Action – First Violation

- Minimum: Teacher-Student-Parent-Resource Person-Administrator Conference
- Maximum: Out of School Suspension 1-5 days

Disciplinary Action – Repeated Violations

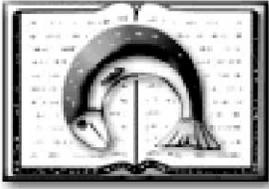
- Minimum: Out of School Suspension 1-5 days
- Maximum: Out of School Suspension 6-10 days or Disciplinary Reassignment

Group 4 – Acts of Misconduct

- False Alarm(s)
- Threat of Harm / Harassment (BP 5131.42)
- Vandalism (BP 5131.5)

Disciplinary Action

- Minimum: Teacher-Student-Parent-Resource Person-Administrator Conference and Possible Restitution
- Maximum: Out of School Suspension 1-10 days or Disciplinary Reassignment, and Restitution, Law Enforcement Notification



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Group 5 – Acts of Misconduct

- Assault (BP 5131.4)
- Dangerous Instrument (BP 5131.7)
- Illegal Drugs/Alcohol (BP 5131.6)
- Theft/Burglary (BP 5131.5)

Disciplinary Action

- Minimum: Out of School Suspension 5-10 days or Disciplinary Reassignment and Law Enforcement Notification
- Maximum: Long-Term Suspension or Expulsion Recommended to Superintendent and Law Enforcement Notification

Group 6 Acts of Misconduct

- Use, possession, and/or concealment of a firearm / replica / deadly weapon / destructive or explosive device (BP 5131.7)

Disciplinary Action

- Law Enforcement Notification, Out of School Suspension for 10 days, Expulsion recommended to Superintendent. Violations are reviewed on a case-by-case basis by the Superintendent/designee and may be presented to the District Board of Education for final disposition.

Suspension Procedures and Due Process

In School Suspension

A Site Administrator has the authority to suspend a student in school for any length of time deemed appropriate. However, if a student on an IEP is suspended in school for a cumulative total of 10 or more days, a manifestation meeting is required, unless the student's IEP specifies in school suspension as appropriate discipline. Due process for in school suspension includes:

1. An explanation of the evidence the school authorities have and an opportunity for the student to present his or her explanation of the incident.
2. Oral or written notice of the charges to the student and parents.

In school suspensions must be logged into PowerSchool.

Short-Term Out of School Suspension (1-10 Days)

A Site Administrator has the authority to suspend a student for a maximum of 10 days. This decision requires due process, and cannot be formally appealed. Due process for short term out of school suspensions includes:

1. An explanation of the evidence the school authorities have and an opportunity for the student to present his or her explanation of the incident.
2. Written notice of the charges to the student and parents.

Out of school suspensions must be logged into PowerSchool.

All out of school suspensions must be logged into PowerSchool and reported to the Superintendent and School Safety Coordinator. It is recommended that the ASB Chairperson be notified of all out of school suspensions. A suspension of a student on an IEP must also be reported to the Special Ed Director. If the suspension of a student on an IEP results in a cumulative total of 10 or more days in a school year, a manifestation determination meeting is required.

Long-Term Out of School Suspension (11 Days or More) The

Superintendent has the authority to suspend a student for up to 45 days. Due process for long-term suspension includes:

1. Prior written notice of the charges sent to the Superintendent or designee.
2. Written notice from the Superintendent to student and parent of right to full and fair hearing before an impartial hearing body.
3. The right to counsel.
4. The opportunity to testify and present evidence or witnesses.
5. The right to confront and cross-examine witnesses and evidence presented by school officials.

Expulsion of a student requires Board Action

