

STUDENT DISCIPLINE

General Information - Washington State Law (RCW 28A.600) requires students to comply with reasonable rules for student conduct to ensure a safe and orderly learning environment. Discipline for misconduct is progressive, except when behavior is considered very unsafe.

Teachers may remove a student from a class for the rest of a secondary period, for up to 60 minutes for an elementary student, or from a classroom privilege. During an exclusion from class, the student remains at school in another teacher's classroom or a designated study area, and has the opportunity to make-up missed assignments and tests. Exclusion does not include incidents when a teacher asks a student to step out in the hall or an office to clarify expectations, counsel, redirect, or warn of possible additional consequences should misconduct continue.

Administrators may exclude a student or extend a teacher exclusion for the remainder of a day. They also are responsible to assign other building level consequences, such as: out of school suspension, bus suspension, emergency expulsion, expulsion, refer to law enforcement, and require restitution.

Suspension means a denial of attendance/exclusion from any regularly assigned class or subject because of a behavior violation for more than the remainder of the school day.

- In-school suspension – An administrator may offer a parent the option of on campus in-school suspension. Additional guidelines for in-school suspension are: a) students will be expected to work on their classroom assignments at all times; and b) an act of inappropriate conduct may result in conversion of the remaining time to an out-of-school suspension. In both types, students are not permitted to participate in other school activities.
- Short-term suspension ranges between from 2 to 10 days and may not exceed 10 school days total during a single term for grades K-4th, and 15 days total for a single semester (10 days for trimester) for grades 5th-12th. Students are provided the opportunity to make-up missed classwork.
- Long-term suspension may be up to the number of school days in an academic semester/trimester, is only assigned in grades 5th-12th, and may be from one or all classes. It may overlap into the next semester/trimester, but may not cause the student to lose academic credit in excess of one academic semester/trimester and may not continue into the next school year.
- Expulsion means denial from participation in all activities for a duration not to exceed the number of days in an academic semester/trimester, but may continue into the next school year and may be extended under certain egregious circumstances. After an expulsion, the student returns to full participation in the absence of a court order or applicable victim protection rules.
- Emergency expulsion is an immediate removal from all participation, if there is reason to believe the student's attendance poses an immediate and continuing danger to the student, other students, school personnel, or is a threat of substantial disruption to the educational process. This action is limited to a maximum of 10 school days and must end, be rescinded, or converted to another form of discipline within the 10 days.

Law Enforcement has jurisdiction for all public facilities within their boundaries including schools. In the

event student behavior is believed to be in violation of criminal law, the school will generally first determine appropriate school disciplinary action, and then refer the incident to law enforcement. Law enforcement is present if a firearm or other dangerous situation is being investigated.

Notification and Participation of Parent/Guardian (WAC 392-400-450)

1. Parents of students excluded from class will be notified as soon as reasonably possible by the student's teacher.
2. Parents of students who may be suspended short-term, long-term, or expelled for alleged misconduct will be invited to participate in person, or by phone if available while discipline is under consideration.
3. Suspensions and expulsions will be communicated in writing by mail, email, or hand delivered to parents within one school business day in the primary language of the parent.

Notification to Superintendent

A copy of all suspensions, expulsions, and emergency expulsions are provided to the Superintendent's office within 24 hours of the imposition of the discipline.

Schoolwork and Related Information (WAC 392-400-610)

1. Students excluded for a day or suspended short-term will be allowed to make-up assignments and tests. They will not receive a reduction in their grade related to misconduct or missed class time.
2. Students suspended long-term, expelled, or emergency expelled will be provided the opportunity to participate in general education requirements and work towards graduation using comparable on-line, alternative, and/or tutoring services as deemed appropriate by the District. Grades will be pass/fail unless agreed otherwise by the responsible teacher.

Due process is the formal grievance/appeal procedure parents/guardians and students follow if there is disagreement with an assigned discipline. All disagreement is initiated in writing, or verbally with the student's principal. Parents/guardians are not allowed to appeal school actions involving other students or be provided information on specific disciplinary actions assigned to other students.

An optional informal conference with the principal may also be requested orally or in writing by a student's parents if they disagree with an assigned suspension or expulsion. The meeting will be held within 3 school days of the request unless otherwise agreed to. This process does not limit a parent's option to formally grieve or appeal the discipline. (WAC 392-400-460).

Discipline/Juvenile Criminal Records are available to the parents of a student, the student, and employees directly responsible for the student. Serious safety misconduct is communicated to a new school district if the student moves. Discipline records are not part of a student's final transcript.

Jurisdiction of a school district extends to all school operated activities both on and off campus, on District buses and vehicles, on field trips, and may extend to off-campus activities if the student's misconduct has the potential to threaten the safe and orderly operation of a school. The jurisdiction will be broader for those students who agree to code of conduct expectations for optional athletic and extra-curricular activities. Both suspension and expulsion may include a denial of being on school property and attending events during the assigned discipline.

Bus stops in the community are not supervised. However, students may be disciplined for behavior the driver or other staff witness when students are loading or unloading the bus. Local law enforcement has jurisdiction when the bus is not present.

Searches based on reasonable suspicion of student misconduct may involve student desks, clothing, packs, bags, lockers, and automobiles. Students do not have any expectation of privacy regarding student lockers and desks. At any time, all lockers and desks may be subject to search without individualized suspicion. Drug dogs are randomly used to identify illegal drug use. Students who drive onto campus may be subject to a vehicle search, if there is reasonable suspicion the search may provide evidence of a violation of school rules.

Searches for guns or other potentially dangerous weapons are delayed until law enforcement is present. Ideally, the student is not questioned or notified of the report and access to the student's location is quietly restricted. Once law enforcement arrives, the administrator identifies the student and the weapon search is conducted under the protection of law enforcement.

Re-entry from Suspension or Expulsion (WAC 392-400-710)

A meeting with the student and the student's parents/guardians will be held within 20 days of assignment of a long-term suspension or expulsion, or 5 days or more before the student's scheduled return. The focus of the meeting is to help the student be a productive and safe student.

Readmission from Suspension or Expulsion (WAC 392-400-260 & 275)

Students have the option, once the appeal process is exhausted, to request readmission in writing to the Superintendent. The Superintendent may schedule a meeting with the student, their parents, and relevant administrators, or deny the request. If the meeting is granted, the student presents why he/she should be readmitted. The Superintendent may grant full readmission, restricted admission, or deny admission.

Restitution is repairing or replacing items or property damaged by a student. When the pupil and parent/guardian(s) are unable to pay for damages, a program of voluntary work for the pupil may be provided in lieu of monetary payment. Grades and transcripts will be withheld until all costs from damages have been paid or worked off.

School business day means any calendar day the Superintendent's Office is open to the public for business. The day will be concluded at the time the District Office closes.

Threat Assessment (TA) is a U.S. Secret Service recommended process used to examine student threats related to active shooters and other major threats to harm others. If warranted, law enforcement may be involved.

INTERVENTIONS AND CONSEQUENCES

Interventions and considerations used prior to exclusion, suspension, and expulsion include: consideration of cultural and environmental factors, clarification of expectations, family engagement, implementation of behavior support plan, peer mentoring/mediation, response to intervention (RTI) behavior supports, positive behavior intervention supports (PBIS), restorative justice, use of trauma informed practices, school-community partnerships, behavior specialist review, de-escalation training, professional learning community (PLC) determined interventions, social skills instruction, and school level restrictions.

PROHIBITED INTERVENTIONS AND CONSEQUENCES

1. Corporal Punishment is corrective action that willfully causes the infliction of physical pain on a student. Corporal punishment does not include:
 - a. The use of reasonable physical force by a school administrator, teacher, school personnel, or volunteer as necessary to maintain order or to prevent a student from harming themselves, other students, school personnel, or property.
 - b. Physical pain or discomfort resulting from or caused by training for or participation in athletic competition or recreational activity voluntarily engaged in by a student.
 - c. Physical exertion shared by all students in a teacher-directed class activity, which may include, but is not limited to, physical education exercises, field trips, or vocational educational projects.
2. Any activity that intentionally demeans or embarrasses a student beyond the activities necessary to process a discipline referral, assigned consequences, or a referral to law enforcement.
3. Removing a student from participating in all recesses.
4. Repetitive writing or math.

APPROVED INTERVENTIONS AND DISCIPLINARY CONSEQUENCES

The chart on the next few pages outlines common misconduct and disciplinary actions for both discretionary and non-discretionary misconduct.

Code Abbreviations

= State Reporting Number

D = Discretionary Discipline

F = Federal Annual Report

ND = Non-Discretionary Discipline

Discipline Abbreviations

WB = Warning/Building Consequence

SS = Short-term Suspension (2-10 days)

LS = Long-term Suspension (11-90 days)

R = Restitution

EE = Emergency Expulsion (3 days)

E = Expulsion (90 days)

LE = Law Enforcement

TA = Threat Assessment

ATS = Alternative To Suspension (ATS) Intervention Program

Student participation in the Eastmont ATS Intervention Program will reduce suspension days if a student volunteers for assessment of substance dependency, substance counseling, and drug/alcohol testing, or other misconduct. The program focus is to reduce alcoholism, drug addiction, and dropouts.

ATS includes an option for the principal to offer an intervention meeting. The student can invite up to 5 adults over the age of 21 who agree to support the student in graduating from high school. The principal may reduce the suspension by one day for each participating adult who commit to help the student.

Codes	Misconduct	Behavior Description	Possible Actions
#02 F, D	Tobacco	Possession, use, distribution or sale of tobacco products, including e-cigarettes or other vapor products.	W/B, SS
#03 F, D	Alcohol	Manufacturing, sale, purchase, transportation, possession or consumption of intoxicating alcoholic beverages or substances represented as alcohol or the violation of district alcohol policy. Suspicion of being under the influence of alcohol may be included if it results in disciplinary action.	LS, LE, ATS
#04 F, D	Illicit Drug (not marijuana)	Unlawful use, cultivation, manufacture, distribution, sale, solicitation, purchase, possession, transportation, or importation of any controlled drug or narcotic substance or violation of the district drug policy. Include the use, possession or distribution of any prescription or over-the-counter medication (e.g., aspirin, cough syrups, caffeine pills, nasal sprays).	LS, LE, ATS
#05 F, D	Fighting <u>Without</u> Major Injury	Mutual participation in an incident involving physical violence, where there is no major injury. (Do not include verbal confrontations, tussles, or other minor confrontations). A major injury is when one or more students, school personnel, or other persons on school grounds require professional medical attention. Examples of major injuries include stab or bullet wounds, concussions, fractured or broken bones, or cuts requiring stitches.	W/B, SS, LS, ATS
#06 F, ND	Violence, or Threats, <u>Without</u> Major Injury	Any incident defined by school district policy as a violent offense that is without major injury, but at least the following: Assault (RCW 9A.36), Malicious Harassment (RCW 9A.46), Kidnapping (RCW 9A.40), Rape (RCW 9A.44), Robbery (RCW 9A.56)	W/B, SS, LS, EE, E, TA, LE, ATS
#07 F, ND	Violence <u>With</u> Major Injury	Any incident defined by school district policy as a violent offense that includes a major injury, but at least the following: Severe fighting that results in a major injury, Assault (RCW 9A.36), Homicide (RCW 9A.32), Malicious Harassment (RCW 9A.46), Kidnapping (RCW 9A.40), Rape (RCW 9A.44), Robbery (RCW 9A.56)	W/B, SS, LS, EE, E, TA, LE, ATS
#08 F, ND	Possession of a Weapon	See below for Weapon information.	W/B,SS,LS, EE, E, TA, LE, ATS
<p>Possessed or brought to school a weapon as defined by school district policy, but at least the following: Handgun, Shotgun/Rifle. Other firearms/weapons as defined by the Gun Free Schools Act as zip guns, starter guns, and flare guns which will or is designed to or may readily be converted to expel a projectile by the action of any explosive. The frame or receiver of any handgun, shotgun, or rifle; any firearm muffler or firearm silencers, or any destructive device which includes any explosive, incendiary, or poison gas (such as: bomb, grenade, rocket having a propellant charge of more than four ounces. Missile having an explosive or incendiary charge of more than one quarter ounce, mine, or similar device. Any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter. Any combination or parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled. Knife/dagger or other weapon that is not classified as a handgun, rifle/shotgun, knife/dagger, or other firearm and brought with malicious intent to harm. Examples include chains, pipes, razor blades or similar instruments with sharp cutting edges; ice picks, pointed instruments (pencils, pens); nun-cha-ka sticks; brass knuckles; stars; billy clubs; tear gas guns; electrical weapons (stun guns); BB or pellet guns; and explosives or propellants.</p>			

Codes	Misconduct	Behavior Description	Possible Discipline
#09	Other Behavior	Use this behavior code when other codes do not apply. (Bringing cow to school, riding motorcycle down halls, etc.)	W/B, SS, LS, EE, E, LE, ATS
#10 F, ND	Serious Bodily Injury	An incident, applicable to actions by students eligible for special education services, that results in the serious bodily injury of another as defined in Section (1365(h)(3) of Title 18, U.S. Code, to mean a bodily injury that involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ, or mental faculty. [615(k)(7)(D)]	W/B, SS, LS, EE, E, LE, ATS Modification of IEP
#11 F, D	Marijuana	Unlawful use, cultivation, distribution, sale, solicitation, purchase, possession, transportation of cannabis or violation of the district drug policy. Suspicion of being under the influence of cannabis may be included if it results in disciplinary action.	LS, ATS
#12 D	Failure to Cooperate	Repeated failure to comply with or follow reasonable, lawful directions or requests of teachers or staff. This includes, but is not limited to non-compliance, defiance and disrespect.	W/B, SS, LS, EE, E, LE, ATS
#13 D	Disruptive Conduct	Conduct that materially and substantially interferes with the educational process.	W/B, SS, LS, EE, E, LE, ATS
#14 F, D	Bullying	Intentional, unwanted, aggressive or threatening behavior that (1) involves a real or perceived power imbalance; and (2) is repeated, or has the potential to be repeated, over time.	W/B, SS, LS, EE, E, LE, ATS
#15, F, D	Sexual Harassment	Conduct/communication intended to be sexual in nature, is unwelcome by the targeted person(s) and has the potential to deny or limit another student(s) ability to participate or benefit from a school's education program	W/B, SS, LS, EE, E, LE, ATS
#16 F, D	Discriminatory Harassment	Conduct or communication that (1) is intended to be harmful, humiliating, or threatening, and (2) shows hostility toward a person or persons based on their real or perceived sex, race, creed, religion, color, national origin, sexual orientation, gender identity, gender expression, veteran or military status, disability, or use of a trained dog guide or service animal.	W/B, SS, LS, EE, E, LE, ATS
#17 D	Destruction of Property and Vandalism	Intentional damage of school property or the property of others.	W/B, SS, LS, EE, E, LE, ATS
#18 D	Sexual or Lewd Conduct	Obscene acts or expressions, whether verbal or non-verbal.	W/B, SS, LS, EE, E, LE, ATS
#19 D	Possession Stolen Property/Theft	Taking or knowingly being in possession of district property or property of others without permission.	W/B, SS, LS, EE, E, LE, ATS
#20 D	Academic Dishonesty & Plagiarism	Knowingly submitting the work of others represented as the student's own or assisting another student in doing so, or using unauthorized sources.	W/B, SS, LS, ATS
#21 D	Multiple Minor Incidents	Code Numbers 52 – 65 may be reported as a Code 21 depending on misconduct.	W/B, SS, ATS

Codes	Misconduct	Behavior Description	Possible Discipline
#51 D	Attendance	Being absent from, or tardy to school/class without an approved excuse. A referral to law enforcement is required for excessive unexcused absences in K-12.	W/B, LE
#52 D	Phone Use	Using a cellular telephone/electronic devices and causing a disruption to the educational process by texting, sexting (#18), using video, or photography.	W/B, SS, LS
#53 D	Closed Campus	Leaving school grounds during school hours without an approved excuse/authorization.	W/B, SS, LS
#54 D	Dress Code	Dress requirements are to prepare a young person for future work. Because of this, certain home and social attire may be prohibited. (RCW 28A.320.140) See Student Dress Procedure 3224-P for a current chart of appropriate and inappropriate clothing.	W/B, SS, LS
#55 D	False Allegations	False reporting of allegations or corroborating false information.	W/B, SS, LS
#56 D	Hacking Network or other Improper Use of District Technology	"Hacking" or using district resources and/or district or personal equipment for unapproved use, copies, photos, videos, audio recordings, etc.	W/B, SS, LS, EE, E, LE, ATS
#57 D	Inappropriate Language	Any use of vulgar or profane language by students on school property whether spoken, written, or gestures.	W/B, SS
#58 D	Loitering	Failing to leave the school campus at the official close of the school day without permission to remain on campus for a specific activity.	W/B, SS, LS
#59 D	Student Leadership	Student leaders serve as "role models" for other students in classes and in extra-curricular activities. Any violation of specific team, club, or ASB code of conduct expectations may result in permanent removal from not only the leadership position or extra-curricular activity, but also from the leadership class.	W/B, ATS
#60 D	Gang Activities	Participation in groups of students (3 or more) who have leadership; a group name; symbols, gestures, a territory; and engage in antisocial, threatening, or criminal activity is prohibited on school grounds or at school events.	W/B, SS, LS, EE, E, TA, LE, ATS
#61 D	Hazing Acts	Student activities required or encouraged for participation that may injure, degrade, disgrace, threaten, or put others at risk in any way.	W/B, SS, LS, EE, E, TA, LE, ATS
#62 D	Fire/Arson or False Alarm	Igniting a fire on school property or initiating a false fire alarm.	W/B, SS, LS, EE, E, TA, LE
#63 D	Personal Protection Spray Devices (PPSD)	Students who do not have authorization to carry a PPSD or who are under age 14	W/B, SS, LS, EE, E, LE
#64 D	Trespass	Entering or remaining unlawfully in school buildings or on any part of school grounds without proper authorization. Students on campus while suspended or expelled are subject to additional disciplinary action and arrest for criminal trespass.	W/B, LE
#65 D	Bomb or Bomb Threat	Bomb/explosive type device, or imitation device, on school grounds, or threat to use such device is a class B felony.	W/B, SS, LS, EE, E, TA, LE, ATS