

Student Classification

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| Freshman: | less than 5.5 credits |
| Sophomore: | 5.5 to 10.5 credits |
| Junior: | 11 to 17.5 credits |
| Senior: | 18 or more credits |

Student Behavior

Self-discipline and behavior management serve as components critical to students' growth toward excellence in all areas of life. This discipline code outlines consequences that help students hold themselves accountable for their choices.

Discipline Code

Academic Dishonesty – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

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| First Offense: | No credit for the work, grade reduction, or replacement assignment. |
| Subsequent Offense: | No credit for the work, grade reduction, replacement assignment, course failure, or removal from extracurricular activities. |

Arson – Intentionally causing or attempting to cause a fire or explosion.

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| First Offense: | Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate. |
| Subsequent Offense: | 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate. |

Assault (see Board policy 2673)

- Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third or fourth degree.

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| First Offense: | Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. |

- Knowingly causing or attempting to cause serious physical injury or death to another person, recklessly causing serious physical injury to another person, or any other act that constitutes assault in the first or second degree.

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| First Offense: | 10-180 days out-of-school suspension or expulsion. |
| Subsequent Offense: | Expulsion. |

Automobile/Vehicle Misuse – Uncourteous or unsafe driving on or around district property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on district property.

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| First Offense: | Suspension or revocation of parking privileges, detention, or in-school suspension. |
| Subsequent Offense: | Revocation of parking privileges, detention, in-school suspension, or 1-10 days out-of-school suspension. |

Bullying and Cyberbullying (see Board policy 2655) – Intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortion or threats; or threats of reprisal or retaliation for reporting such acts. Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager.

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| First Offense: | Detention, in-school suspension, or 1-180 days out-of-school suspension. |
| Subsequent Offense: | 1-180 days out-of-school suspension or expulsion. |

Bus or Transportation Misconduct – Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense had been committed at the student’s assigned school. In addition, transportation privileges may be suspended or revoked.

| | First Offense | Second Offense | Third Offense | Fourth Offense | Fifth Offense |
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| Misconduct or disruptive behavior ** | Warning. Caregiver notified. | One-day transportation suspension. Caregiver notified. | Two-day transportation suspension. Caregiver notified | Five-day transportation suspension. Caregiver notified | Permanent transportation suspension. Caregiver notified |

** Transportation misconduct includes, but is not limited to, the following examples: disrespectful or disruptive behavior, possession or use of disruptive or nuisance items, willful disobedience, profanity, degrading language or gestures, or boisterous behavior (ex. scuffling, horseplay, tripping, harassment, threatening bodily harm, etc.). **

Dishonesty – Any act of lying, whether verbal or written, including forgery.

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| First Offense: | Nullification of forged document. Principal/Student conference, detention, or in-school suspension. |
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| Subsequent Offense: | Nullification of forged document. Detention, in-school suspension, or 1-180 days out-of-school suspension. |
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Displacement of Student – A student is at school but not in the proper location.

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| First Offense: | Principal/Student conference, detention, or in-school suspension. |
| Subsequent Offense: | Detention, in-school suspension, or 1-10 days out-of-school suspension. |

Disrespect or Defiance of Authority – Refusal to obey directions, directives, or requests; defiance of staff authority. This provision also includes disrespectful verbal, written, pictorial or symbolic language or gesture that is directed at authority that is in violation of district policy or is otherwise rude, vulgar, defiant, or considered inappropriate in educational settings.

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. |
| Subsequent Offense: | Detention, in-school suspension, or 1-180 days out-of-school suspension, or expulsion. |

Disruptive Behavior – Conduct which has the intentional effect of disturbing education or the safe transportation of a student.

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. |
| Subsequent Offense: | Detention, in-school suspension, or 1-180 days out-of-school suspension, or expulsion. |

Disruptive or Demeaning Language or Conduct – Use of hate language to demean other persons due to the race, gender, disability, natural origin, or religious beliefs. This provision also includes conduct or verbal, written, or symbolic speech considered inappropriate for educational settings or which materially and substantially disrupts class, school activities, transportation, or school functions.

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. |
| Subsequent Offense: | Detention, in-school suspension, or 1-180 days out-of-school suspension, or expulsion. |

Dress Code Violation – Failure to comply with the student dress code.

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| First Offense: | Warning, Principal/Student conference, detention, or in-school suspension. |
| Subsequent Offense: | Detention, in-school suspension, or 1-10 days out-of-school suspension. |

Drugs / Alcohol / Controlled Substance

1. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

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| First Offense: | In-school suspension or 1-180 days out-of-school suspension. |
| Subsequent Offense: | 1-180 days out-of-school suspension, or expulsion. |

2. Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

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| First Offense: | In-school suspension or 1-180 days out-of-school suspension. |
| Subsequent Offense: | 1-180 days out-of-school suspension or expulsion. |

3. Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

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| First Offense: | 1-180 days out-of-school suspension or expulsion. |
| Subsequent Offense: | 11-180 days out-of-school suspension or expulsion. |

Extortion – Verbal threats or physical conduct designed to obtain money or other valuables.

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. |
| Subsequent Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. |

Failure to Care for or Return District Property – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

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| First Offense: | Restitution. Principal/Student conference, detention, or in-school suspension. |
| Subsequent Offense: | Restitution. Detention or in-school suspension. |

Failure to Meet Conditions of Suspension, Expulsion, or Other Disciplinary Consequences – Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held.

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student’s presence is disruptive to the educational process or undermines the effectiveness of the district’s discipline policy.

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| First Offense: | Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled. |
| Subsequent Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled. |

False Alarms – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.

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| First Offense: | Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion. |

Fighting – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. |
| Subsequent Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. |

Gambling – Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

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| First Offense: | Principal/Student conference, loss of privileges, detention, or in-school suspension. |
| Subsequent Offense: | Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension. |

Harassment, including Sexual Harassment

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

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| First Offense: | Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. |

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

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| First Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | 1-180 days out-of-school suspension or expulsion. |

Hazing - Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing can occur even when all students involved are willing participants.

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| First Offense: | In-school suspension or 1-180 days out-of-school suspension. |
| Subsequent Offense: | 1-180 days out-of-school suspension or expulsion. |

Improper Display of Affection - Consensual kissing, fondling, or embracing. (This provision stands separate from “Sexual Misconduct.”)

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| First Offense: | Principal/Student conference, detention, or in-school suspension. |
| Subsequent Offense: | Detention, in-school suspension, or 1-10 days out-of-school suspension. |

Incendiary Devices or Fireworks – Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

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| First Offense: | Confiscation. Warning, principal/student conference, detention, or in-school suspension. |
| Subsequent Offense: | Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. |

Nuisance Items – Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes.

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| First Offense: | Confiscation. Warning, principal/student conference, detention, or in-school suspension. |
| Subsequent Offense: | Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. |

Obscene or Vulgar Language – Use of language which depicts, for example, sexual acts or human waste; blasphemous or profane language. The administration will determine the severity of consequences on a case-by-case basis.

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| First Offense: | Warning, principal/student conference, detention, or in-school suspension. |
| Subsequent Offense: | Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. |

Pushing, Horseplay, or Reckless Behavior – Physical contact with another person or reckless behavior – often mutual – without the intent of malice, harm, or disruption of the educational process.

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| First Offense: | Warning, principal/student conference, or detention. |
| Subsequent Offense: | Principal/Student conference, detention, or in-school suspension. |

Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material – Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value.

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| First Offense: | Confiscation. Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. |

Sexual Misconduct – Exposing of body parts to another individual including, but not limited to, possession, transfer, or exposure of images, electronic or otherwise, of body parts or sexually explicit images of oneself or others. This provision also includes initiating or participating in an act of a sexual nature and/or touching another student in the area of the breasts, buttocks, or genitals. (This provision stands separate from “Improper Display of Affection.”)

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. |

Tardy – Failure to be in assigned place when the class bell rings.

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| Tardies 1 – 2 | Warning. |
| Tardy 3 | Principal/Student conference plus family contact (email or phone call). |
| Tardies 4 – 5 | Family contact and one detention. |
| Tardies 6-8 | Family contact and two detentions. |
| Tardies 9 – 10 | Family contact and one day in-school-suspension. |
| Tardies 11+ | Family contact and two days in-school-suspension. |

Technology Misconduct

- Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the administration.

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| First Offense: | Confiscation for the remainder of the day. |
| Subsequent Offense: | Confiscation for the remainder of the day and for the following day. |
| Each Additional Offense: | Confiscation and In-school suspension. If misbehavior persists, the administration may create a plan with families that requires students to leave personal devices in the office or off school property for an extended period of time. |

- Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

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| First Offense: | Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension. |
| Subsequent Offense: | Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion |

- Violations, other than those listed in (1) or (2) above, of Board policy or of any policy or procedure regulating student use of personal electronic devices.

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| First Offense: | Restitution. Principal/Student conference, detention, or in-school suspension. |
| Subsequent Offense: | Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion. |

- Use of audio or visual recording equipment in violation of Board policy.

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| First Offense: | Confiscation. Principal/Student conference, detention, or in-school suspension. |
| Subsequent Offense: | Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension. |

Theft - Nonconsensual taking or attempt to take the property of another.

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| First Offense: | Return of or restitution for property. Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. |
| Subsequent Offense: | Return of or restitution for property. 1-180 days out-of-school suspension, or expulsion. |

Threatening Language - Use of verbal, physical, or written threats to do bodily harm to person or personal property.

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| First Offense: | Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. |

Tobacco

- Possession of any tobacco products, electronic cigarettes or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy.

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension. |
| Subsequent Offense: | In-school suspension or 1-10 days out-of-school suspension. |

- Use of any tobacco products, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district activity. Nicotine patches or other medications used in a tobacco cessation program may only be used in accordance with district policy.

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-3 days out-of-school suspension. |
| Subsequent Offense: | In-school suspension or 1-10 days out-of-school suspension. |

Truancy (See Board policy 2340) – Absent or tardy from class or classes without authorization.

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| First Offense: | Principal/student conference, detention, in-school suspension, or 1-3 days out-of-school suspension. |
| Subsequent Offense: | In-school suspension, 1-10 days out-of-school suspension, reported to school resource officer. |

Unauthorized Entry – Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

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| First Offense: | Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension. |
| Subsequent Offense: | 1-180 days out-of-school suspension or expulsion. |

Vandalism – Intentional damage or attempt to damage property belonging to the staff, students, or the District.

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| First Offense: | Restitution. Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | Restitution. In-school suspension, 1-180 days out-of-school suspension, or expulsion. |

Weapons/Firearms (See to Board policy 2620)

- Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. ' 921, 18 U.S.C. ' 930(g)(2) or ' 571.010, RSMo.

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| First Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | 1-180 days out-of-school suspension or expulsion. |

2. Possession or use of a firearm as defined in 18 U.S.C. ' 921 or any instrument or device defined in ' 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. ' 930(g)(2).

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| First Offense: | One calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent. |
| Subsequent Offense: | Expulsion. |

3. Possession or use of ammunition or a component of a weapon.

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| First Offense: | In-school suspension, 1-180 days out-of-school suspension, or expulsion. |
| Subsequent Offense: | 1-180 days out-of-school suspension or expulsion. |

** Weapons in this policy include blackjacks, concealable firearms, firearms, firearm silencers, explosive weapons, gas guns, knives, knuckles, machine guns, projectile weapons, rifles, shotguns, spring guns, switchblade knives. **

The administration will address at its own discretion issues involving student discipline not covered by the disciplinary code. The administration also will use discretion in cases of extreme misconduct.

Reporting Requirements

Administrators are required by law to report certain felony offenses to law enforcement officials. Administrators are also required to report, on a need to know basis, acts of violence. The Safe Schools Act of 1996 requires teachers, administrators, and law enforcement officials to respond to acts of violence.

Reportable offenses include murder, kidnapping, assault, rape, sodomy, burglary, robbery, distribution of drugs, possession of drugs, arson, manslaughter, felonious restraint, property damage, weapons possession (including weapons carried in a weapons rack inside a vehicle).

Dress Code

Personal appearance must not disrupt the educational process; violate federal, state, or local health or obscenity laws; or jeopardize students' welfare or safety. Specific dress code rules include:

- No clothing that might be perceived as sexually suggestive will be permitted
- No clothing advertising drugs, alcohol, tobacco, paraphernalia, or with profanity will be permitted.
- No abbreviated tops, muscle shirts, or spaghetti strap dresses will be permitted. Tank tops must have two-inch or wider seams on the shoulders. Sleeveless shirts must have a finished hem (no ripped or torn edges allowed). No bare midriffs; no bare shoulders.
- No hats, caps, or headgear are to be worn in school
- No sunglasses.
- Skirts and shorts should be mid-thigh.
- No "low rider"/"sagging" shorts or pants will be permitted.
- No blankets in hallways or classrooms.
- No chains will be permitted.

The administration will require students to change clothes if in violation of the dress code. The administration may assign disciplinary action as dictated in the student handbook. The dress code encourages students to dress for success. Students should prioritize respect for themselves and others as representatives of Russellville Junior High and High School.

Lunch Detention (LD)

- LD meets for the entire duration of the student's lunch period.
- If eating school lunch, students must enter the lunch line immediately.
- Students report to the supervisor to check in.
- Students must sit in assigned seats to eat lunch until dismissed by the supervisor.
- Failure to serve LD may result in further disciplinary consequences.

Before-School and After-School Detention (BSD and ASD)

- Before-school detention (BSD) meets from 7:30 a.m. – 8:00 a.m., and after-school detention (ASD) meets from 3:30 p.m. – 4:30 p.m. Because BSD is half the duration of ASD, two BSDs equal one ASD.
- Students must bring all necessary supplies to detention.
- No personal electronics are permitted (except calculators for schoolwork).
- Students and families must provide transportation after ASD.
- If students cannot serve detention on the assigned date(s), they must contact an administrator or supervisor before the assigned date to reschedule detention.
- Failure to follow conditions of detention may result in further disciplinary consequences.

In-School-Suspension (ISS)

- Students may not attend school activities until after having fully served ISS.
- Students must bring all necessary supplies to ISS.
- No personal electronics are permitted (except calculators for schoolwork).
- Students must work on class assignments and/or work assigned by the ISS teacher. Students earn credit for work completed during ISS.
- Students must remain at Russellville for the duration of ISS, even if they participate in Nichols Career Center, the A+ program, or the school-to-work program.
- Failure to follow ISS expectations and/or removal from ISS may result in further disciplinary consequences.

Out-of-School Suspension (OSS)

- Students must remain off school property and may not attend any school activities until after having fully served OSS.
- Students may request assignments for the duration of OSS. Students earn credit only for assessments during OSS.
- Students must serve OSS if assigned, even if they participate in Nichols Career Center. A suspension at one school also applies to the other school.
- Students lose attendance credit during OSS.

Saturday School

- Saturday school meets from 8:00 a.m. – 12:00 p.m.
- Students must bring all necessary supplies to Saturday School.
- No personal electronics are permitted (except calculators for schoolwork).
- Students and families must provide transportation both to and from Saturday School.
- Failure to follow conditions of Saturday School may result in further disciplinary consequences.

This student disciplinary code was developed in accordance with the requirements of House Bill 463 of the 83rd General Assembly. Section 5, which pertains to the code, is quoted below: