



The Board of Education has the responsibility for the welfare of all students enrolled in Affton Schools. It is the policy of the Affton School District to provide a safe environment for all students, to respect the rights of students, and to ensure due process for students.

The behavior of students should reflect the high standards of good citizenship required in a democracy. To foster good conduct and to provide for safe and orderly schools, the Board of Education has adopted these guidelines for student behavior.

The Student Discipline Guidelines are based on the premise that rules must be enforced fairly, firmly, and consistently in a manner that is legal, equitable, and just. Because it is impossible to publish guidelines which cover all situations, rules need not be in writing to be enforceable. School staff has the authority to control student behavior and provide for a safe and orderly environment.

The Student Discipline Guidelines are made available with the intent that parents review this information with their children on an annual basis.

All employees of the district annually receive instruction related to the specific content of the discipline policy and any interpretations necessary to implement the policy in the course of their duties including:

- methods of dealing with acts of school violence;
- disciplining students with disabilities; and
- instruction in the necessity and requirements for confidentiality.

The responsibility for school discipline is shared among those who are involved – students, teachers, administrators, parents/guardians, and community members.

STUDENTS' RIGHTS

- Students have the right to obtain a quality education.
- Students have the right to an education in an environment conducive to learning.
- Students have the right to be treated as individuals with special needs and wants.
- Students have the right to appeal decisions of teachers and principals.
- Students have the right to inspect their educational records and the right to have these records kept confidential.
- Students have the right not to be discriminated against in all classes and in all disciplinary matters.

STUDENTS' RESPONSIBILITIES

- Students have the responsibility to abide by the laws of the United States of America, the laws of the State of Missouri, and the policies of the Board of Education.
- Students have the responsibility to abide by the administrative procedures as set up by the school.
- Students have the responsibility to abide by the rules the teacher sets up within the individual classroom.
- Students have the responsibility of conducting themselves in such a way as to benefit the class and the school.
- Students have the responsibility of doing the class assignments to the best of their ability.
- Students have the responsibility to respect and honor the rights of all persons involved in the educational process.

PARENTS'/GUARDIANS' RIGHTS

- Parents/guardians have the right to expect a quality education be provided to their children.
- Parents/guardians have the right to expect that their children will be taught properly and appropriately.
- Parents/guardians have the right to receive information about the progress of their children.
- Parents/guardians have the right to hear and appeal decisions made in regard to their children.

PARENTS'/GUARDIANS' RESPONSIBILITIES

- Parents/guardians have the responsibility to support school rules and to help their children understand these rules.
- Parents/guardians have the responsibility to make sure that their children attend school regularly.
- Parents/guardians have the responsibility to help make the education experience as easy and full as possible.
- Parents/guardians have the responsibility to communicate with the school staff.
- Parents/guardians have the responsibility to provide a home environment which supports the learning process.

SCHOOL STAFF RIGHTS

- School staff has the right to teach and conduct school business in an atmosphere conducive to learning.

- School staff has the right to expect that students will follow the rules and regulations of the school.
- School staff has the right to expect that students will have regular attendance, be in class on time and have their homework completed to the best of their ability.

SCHOOL STAFF RESPONSIBILITIES

- School staff has the responsibility of inspiring in each of their students a need to achieve up to their individual potential.
- School staff has the responsibility to keep students and parents/guardians abreast of the students' progress.
- School staff has the responsibility to correct disruptive behavior and to maintain a good learning environment for all students.
- School staff has the responsibility to offer a quality education for students.
- School staff has the responsibility to be fair in all dealings with the parents/guardians and students.
- School staff has the responsibility of providing a curriculum that will prepare students for their duties as productive citizens in our society.

PROHIBITED CONDUCT / DISCIPLINARY ACTIONS

All students are expected to display proper respect for other students, for all employees of the Affton School District, school property, and the rights and welfare of all persons participating in the educational program. This listing includes inappropriate student behavior; however, it is not intended to list each behavior which may interfere with the educational process. Students and parents/guardians should review the individual school handbook for additional procedures and guidelines.

Student behavior which is detrimental to the learning process shall be dealt with in a manner to ensure the continuation of the total educational program. All students in attendance in district instructional and support programs as well as school-sponsored activities and events are to follow district and building level guidelines and procedures.

The following are descriptions of prohibited conduct as well as potential consequences for violation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

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.

First Offense: No credit for the work, grade reduction, or replacement assignment.

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

ARSON

Starting or attempting to start a fire, or causing or attempting to cause an explosion.

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

1. Hitting, striking and/or attempting to cause injury to another person; placing a person in reasonable apprehension of imminent physical injury; physically injuring another person.

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. Attempting to kill or cause serious physical injury to another; killing or causing serious physical injury to another.

First Offense: Expulsion.

AUTOMOBILE / VEHICLE MISUSE

Uncourteous or unsafe driving on or around school 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 school property.

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

Subsequent Offense: Revocation of parking privileges, detention, in-school suspension, or 1-180 days out-of-school suspension.

BULLYING

(see Board Policy [JFCF](#))

Repeated and systematic intimidation, harassment and attacks on a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical violence, verbal taunts, name-calling and put-downs, threats, extortion, theft, damaging property, and exclusion from a peer group.

First Offense: Parental communication, counseling, detention, in-school suspension, or 1-180 days out-of-school suspension

Subsequent Offense: Parental communication, counseling, 1-180 days out-of-school suspension, or expulsion.

BUS or TRANSPORTATION MISCONDUCT (see Board policy [JFCC](#))

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.

DISHONESTY

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

First Offense: Nullification of forged document. Parental communication, counseling, detention, or in-school suspension.

Subsequent Offense: Nullification of forged document. Parental communication, counseling, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

DISRESPECTFUL or DISRUPTIVE CONDUCT or SPEECH

(see Board policy [AC](#) if illegal harassment or discrimination is involved)

Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude; vulgar, defiant, considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense: Warning, parental communication, counseling, or detention.

Subsequent Offense: Parental communication, counseling detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

DRUGS / ALCOHOL

(see Board policies [JFCH](#) and [JHCD](#))

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

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.

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

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.

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

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

EXTORTION

Threatening or intimidating any person for the purpose of obtaining money or anything of value.

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 MEET CONDITIONS OF SUSPENSION

Coming within 1,000 feet of any public school in the district while on suspension for an offense that requires reporting to law enforcement or for an act of school violence or drug-related activity defined by district policy as a serious violation of the district's discipline policy. See the section of this regulation titled, "Prohibition Against Being on or Near School Property during Suspension."

In determining whether to suspend or expel a student, 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 within 1,000 feet of the school is disruptive to the educational process or undermines the effectiveness of the school's discipline policy.

First Offense: Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense: Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

FALSE ALARMS (see also, "Threats or Verbal Assault")

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 school property.

First Offense: Restitution. Parental communication, counseling, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

Subsequent Offense: Restitution. Parental communication, counseling, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

FIGHTING (see also, "Assault")

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

First Offense: Parental communication, counseling, loss of privileges, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense: In-school suspension, modified day, 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.

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.

HAZING

(see Board policy [JFCF](#))

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 school-sponsored activity. Hazing may occur even when all students involved are willing participants.

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

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

INCENDIARY DEVICES

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.

First Offense: Confiscation, warning, parental communication, detention in-school suspension or 1-180 days out-of-school suspension.

Subsequent Offense: Confiscation, parental communication, detention, in-school suspension or 1-180 out-of-school suspension.

LITTERING

Leaving trash or other debris on school property.

First Offense: Warning, parental communication, withdrawal of privileges.

Subsequent Offense: Warning parental communication., withdrawal of privileges, detention or in-school suspension.

PUBLIC DISPLAY OF AFFECTION

Physical contact that is inappropriate for the school setting including, but not limited to, kissing and groping.

First Offense: Warning, parental communication, counseling, detention, or in-school suspension.

Subsequent Offense: Parental communication, counseling, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

SEXUAL ACTIVITY

Acts of sex or simulated acts of sex including, but not limited to, intercourse or oral or manual stimulation.

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

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

SEXUAL HARASSMENT

(see Board policy [AC](#))

1. Use of unwelcome verbal, written or symbolic language based on gender or of a sexual nature. Examples of sexual harassment include, but are not limited to, sexual jokes or comments, requests for sexual favors and other unwelcome sexual advances.

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 based on gender or of a sexual nature. 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.

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.

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. Students will not be disciplined for speech in situations where it is protected by law.

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

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

TARDIES

Entering classrooms after the bell rings.

First Offense: Warning or parental communication.

Subsequent Offense: Warning, parental communication, counseling, or detention.

TECHNOLOGY MISCONDUCT

(see Board Policies [EHB](#) and [KKB](#) and procedure [EHB-AP](#))

1. 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.

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

Subsequent Offense: Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

2. Using, displaying or turning on radios, CD players, laser pointers, pager, phones, personal digital assistants, personal laptops or any other electronic devices during the regular school day, including instructional class time, class change time, breakfast or lunch.

First Offense: Confiscation, principal-student conference, detention, or in-school suspension.

Subsequent Offense: Confiscation, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

3. Violation other than those listed in (1), (2) or of Board policy EHB and procedure EHB-AP, other administrative procedures or etiquette rules governing student use of district technology.

First Offense: Restitution. Principal/student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offense: Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

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

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

Theft, attempted theft or knowing possession of stolen property.

First Offense: Return of or restitution for property. Counseling, parental communication, 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.

THREATS OR VERBAL ASSAULT

Verbal, written, pictorial or symbolic language or gestures that create a reasonable fear of physical injury or property damage.

First Offense: Minimal 1 day out-of-school suspension. Conference with school resource officer.

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

TOBACCO

1. Possession of any tobacco products on school grounds, on school transportation, at any school activity or in areas within 300 feet of school property.

First Offense: Confiscation of tobacco product. Parental communication or detention.

Subsequent Offense: Confiscation of tobacco product. Referral to St. Louis County Police. Detention, in-school suspension, or 1-10 days out-of-school suspension.

2. Use of any tobacco products on school grounds, on school transportation, at any school activity or in areas within 300 feet of school property.

First Offense: Confiscation of tobacco product. Parental communication or detention.

Subsequent Offense: Confiscation of tobacco

product. Referral to St. Louis County Police. Detention, in-school suspension or 1-10 days out-of-school suspension.

TRUANCY

(see Board policy [JED](#) and procedures [JED-API](#) and [JED-AP2](#))

Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians.

First Offense: Parental communication, counseling, loss of privileges, detention, or 1-3 days in-school suspension.

Subsequent Offense: Detention or 3-10 days in-school suspension.

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.

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

(see Board policy [ECA](#))

Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff or students. Students who vandalize a school bus will additionally be denied transportation privileges for a period not less than one (1) day and not more than one (1) semester, depending on the offense.

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

(see Board policy [JFCJ](#))

1. 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. (Including mace).

First Offense: 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).

First Offense: One (1) calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.

Subsequent Offense: Expulsion.

DISCIPLINARY ACTIONS

The following disciplinary actions are among those which the staff may consider in responding to disruptive behavior. At the discretion of the principal, alternative action may be taken. While this listing provides a range of disciplinary actions, it is not intended to be a prioritized listing; school administrators retain the final authority to determine which disciplinary actions are warranted by unacceptable behavior.

STUDENT CONFERENCE/WARNING

Teacher, administrator, or counselor talks with the student regarding the student's behavior.

REFERRAL TO COUNSELOR

Counselor and student meet on a periodic basis to monitor behavior and discuss alternative behavior.

CONFLICT MEDIATION

Administrators may have students participate in a student intervention program designed to enlist the talents of trained middle and high school students to act as peer mediators. This mediation will attempt to solve problems among students to prevent disruption of the educational process.

PARENTAL COMMUNICATION

Verbal or written contact is made with the parent/guardian to advise of school concerns.

FORMAL CONFERENCE

A conference which may include student, counselor(s), teacher(s), administrator(s), and parent(s)/guardian(s) is called.

TIME OUT AREA

A designated area is used to remove a student from a problem area for short term.

DETENTION HALL

Students are retained after school hours at the discretion of the teacher and/or principal for either teacher detention or an office detention for violations of the discipline guidelines.

CHANGE IN SCHEDULE

The administrator has the option to change the student's schedule and/or, at the elementary level, the assigned teacher.

MODIFIED SCHOOL DAY

The administrator, in consultation with the parent/guardian, may modify the school day.

BEHAVIORAL CONTRACT

The administrator, counselor, or teacher, in consultation with the parent/guardian and student, may develop a behavioral contract. A behavioral contract identifies a specific behavior, describes how the student should behave, and clearly specifies the consequences of misbehavior.

REFERRAL TO OTHER AGENCIES

Administrator or counselor may consult with parent/guardian and recommend referral to an outside agency. This includes notification of law enforcement agencies when warranted.

SUPERVISED LUNCH

A student may be isolated from peers during lunch period.

PARENT/GUARDIAN OBSERVATION

Parent/guardian attends class with the student.

SCHOOL/ COMMUNITY SERVICE

Student performs service for school/ community. Sessions are designed to promote positive self-concept and effect change in behaviors.

REMOVAL OF PRIVILEGES

Privileges are temporarily denied.

TEMPORARY / PERMANENT REMOVAL FROM CLASS

A student may be temporarily or permanently removed from a class.

CONFISCATION

Items not allowed in school or items that are being used inappropriately will be taken. Such items may be returned to the student or parent/guardian unless the item has been turned over to legal authorities.

RESTITUTION

Student provides for the complete replacement of an object, or compensates for the worth of the object.

CORPORAL PUNISHMENT

Corporal punishment for students is not an allowable discipline procedure to be used by staff in the Affton School District.

IN-SCHOOL SUSPENSION

The student is temporarily assigned to an in-school suspension and denied the privilege of attending regular classes. The student is expected to work on class assignments and will earn credit for work successfully completed without penalty. (In-school suspension is available at Rogers Middle School and Affton High School.)

OUT-OF-SCHOOL SUSPENSION

Short-term (1-10 school days).....Principal
Extended (11-180 school days)..Superintendent
(possible appeal to Board of Education)

The superintendent, according to the Missouri

Juvenile Crime Bill (effective August 28, 1995) and Affton School District Board Policy, has the authority to suspend students who have been charged with, convicted of, or pled guilty to a felony crime in a court of general jurisdiction. For minor students the "court of general jurisdiction" requirement means that the student must be charged as an adult.

Out-of-school suspension is viewed as severe action which denies the student the privilege of attending school for the number of days specified. All extracurricular privileges are also suspended. Students receiving an out-of-school suspension are encouraged to remain current with class assignments. Work may be made up without penalty.

Credit earned from another accredited school by a student who has received an extended suspension will be accepted by Affton School District.

EXPULSION

The Board of Education may expel a student from school.

Parents/guardians of a student, or an 18 year old student, may waive the right (in writing) to a hearing before a school board considering suspension or expulsion of that student. In the case of an expulsion hearing, the student or parent/guardian must first meet with the superintendent or his/her designee to discuss the expulsion prior to waiving any right to a hearing.

REPORTING ACTS OF SCHOOL VIOLENCE (SAFE SCHOOLS ACT - 1996)

CERTAIN STUDENTS NOT ALLOWED WITHIN 1000 FEET OF PUBLIC SCHOOL (SAFE SCHOOLS ACT - 2004)

This policy provides that any student, who is on suspension for any of the offenses listed in subsection 2 of Section 160.261 or any act of violence or drug-related activity defined by school district policy as a serious violation of school discipline pursuant to subsection of Section 160.261, shall have as a condition of his or her suspension the requirement that such student is not allowed, while on such suspension, to be within one thousand feet of any public school in the school district where such student attended school unless:

1. Such student is under the direct supervision of the student's parent, legal guardian, or custodian;
2. Such student is under the direct supervision of another adult designated by the student's parents, legal guardian, or custodian, in advance, in writing, to the principal of the school which suspended the student;
3. Such student is in an alternative school that is located within one thousand feet of a public school in the school district where such student attended school; or
4. Such student resides within 1,000 feet of any

public school in the school district where such student attended school in which case such student may be on the property of his or her residence without direct supervision.

Any student who violates this condition of suspension may be subject to expulsion or further suspension.

School administrators are required to report acts of school violence to teachers and other school district employees with a need to know. "Need to know" is defined to mean school personnel who are directly responsible for student's education or who otherwise interact with the student on a professional basis while acting within the scope of their assigned duties. The phrase "act of school violence" or "violent behavior" means the exertion of physical force by a student with the intent to do serious physical injury to another person while on school property, including a school bus in service on behalf of the district, or while involved in school activities. At a minimum, school administrators are required to report to the appropriate law enforcement agency and to the superintendent any felony or any act which if committed by an adult would be considered a felony (including, but not limited to; assault, fighting, possession of a weapon, possession or sale/transfer of alcohol/drugs, stealing, etc.) Teachers who become aware of any of the above misconduct by pupils must immediately report such conduct to the principal.

Any portion of a student's individualized education program (IEP) that is related to demonstrated or potentially violent behavior shall be provided to any teacher and other school district employers who are directly responsible for the student's education or who otherwise interact with the student on an educational basis while acting within the scope of their assigned duties.

STUDENT SUSPENSION

The Board of Education believes that the right of a student to attend the Affton School District carries with it the responsibility of the student to attend school regularly and to comply with the lawful policies, rules, and regulations of the school district. This observance of school policies, rules, and regulations is essential for permitting others to learn at school.

Therefore, the administrative prerogative to remove a student from the school setting because of violation of school rules and regulations shall be permitted provided such action is taken in accordance with due process and with due regard for the welfare of both the individual and the school. School attendance may be temporarily denied to individuals by the administrative act of immediate suspension, but expulsion can be implemented only through specific action by the Board of Education.

The Board authorizes the immediate suspension of pupils by building principals for a period not to exceed ten (10) school days and by the superintendent for a period not to exceed one hundred and eighty (180) school days, provided such action is in accordance with due process and state statutes. Notice of such suspension shall be given immediately to the parents/guardians, teachers, and to the superintendent or designee. Prior to the district readmitting or enrolling a student who has been suspended for ten (10) or more days or expelled, school administrators must first hold a conference to review the conduct that resulted in the expulsion or suspension and develop any remedial actions needed to prevent any future occurrences of such or related actions. The conference shall include the appropriate school officials including any teacher employed in the district directly involved with the conduct that resulted in the suspensions or expulsion, the pupil, the parent or guardian of the pupil or any agency having legal jurisdiction, care, custody or control of the pupil. The district shall notify in writing the parents or guardians and all of the parties of the time, place and agenda of the conference.

In the case of a suspension of a student by the superintendent for a period of more than ten (10) school days, the student and parents/guardians may appeal the decision of the superintendent to the Board. Requests for appeal shall be in writing and filed with the superintendent and forwarded to the secretary of the Board of Education. Upon the filing of the appeal, the suspension, as determined by the superintendent, shall be stayed until the Board renders its decision, unless in the judgment of the superintendent, the student's presence poses a continuing danger to person or property or an ongoing threat of disrupting the academic process.

In such case, the judgment of the superintendent not to stay the suspension shall be immediately transmitted to the parents/guardians, and the student shall be immediately removed from school.

STUDENT EXPULSION

The Board of Education of any district, after notice to parents/guardians or others having custodial care and a hearing upon charges preferred, may suspend or expel a pupil for conduct which is prejudicial to good order and discipline in the schools or which tends to impair the morale or good conduct of the pupils. Only the Board has the authority to expel a student from school.

If a student violates school policies, rules and/or regulations, the principal and superintendent, or designee, may recommend to the Board of Education that the student be expelled from school. The Board will review such recommendations and decide whether to

proceed with an expulsion hearing. Should an expulsion hearing be deemed necessary, the following points shall serve as the guideposts for the proceedings.

Board action shall begin with a written notification of the charges against the student which shall be delivered by certified mail to the student, parents/guardians, or others having custodial care. Such notification will include charges, contemplated action, and time and place of hearing on such charges, and that the student, parents/guardians, or others having custodial care shall have the right to cross-examine witnesses presented in behalf of the charges, to present testimony in defense there against, and to be represented by counsel.

At said hearing the administration, counsel, or designee, shall present the charges, testimony, and evidence as may be deemed necessary to support the charges. The Board will expect the principal, or designee, in each case to be present and make oral and written reports and statements concerning the student's misconduct.

At the conclusion of the hearing or in an adjourned meeting, the Board of Education shall render its decision in writing. Prompt notice of the decision shall be given to the student, parents/guardians, or others having custodial care, and counsel, if applicable.

Expulsion may be recommended for a disabled student in accordance with the due process procedures of Individuals with Disabilities Education Act (IDEA), PL 94-142, and applicable Missouri laws and court cases.

DISCIPLINE OF STUDENTS WITH DISABILITIES

The following general principles apply to the discipline of students with disabilities:

Students with disabilities generally are to be disciplined in the same manner as nondisabled students, including being subject to suspension and expulsion for behaviors not determined as a manifestation of the student's disability.

A disabled student may be suspended for a period of up to ten (10) days in accordance with the provisions of 167.171 RSMo. The building principal is authorized to impose a short-term suspension of ten (10) days or less. A short-term suspension does not constitute a change of placement or cessation of services within the meaning of the Individuals with Disabilities Education Act (IDEA). A series of suspensions during a school year which exceed ten (10) days on a cumulative basis may constitute a change of placement if the school team has determined there is a pattern. In this situation, the IEP team shall be convened to determine the relationship between the student's behavior and disability.

A disabled student shall not be suspended for a period that exceeds ten (10) school days where the student's conduct is found to be a manifestation of the disability as determined by the Individualized Educational Program (IEP) Committee. If the student's conduct is found to be related to the disability, the student's IEP shall be appropriately modified.

A disabled student whose conduct is found by the IEP team not to be related to the disability may be suspended for a period exceeding ten (10) school days or expelled from the school of attendance providing that the procedural protection of the IDEA and applicable state laws are followed. There shall not be a complete cessation of educational services during such a period of expulsion.

Disabled students shall follow the rules and regulations of the schools which they attend, except to the extent that modifications of the school's rules are stated in individual IEP's. This requirement, however, shall not restrict the rights to which such students are entitled as disabled students. If modifications in the discipline procedures are suggested, the building principal must be invited and informed of the need to modify discipline procedures. Agreed modifications must be stated in the IEP. The reason for the modifications must be documented in the present level of performance.

The Special School District has the legal responsibility to provide special education services to all residence students identified as disabled. This responsibility includes disabled students suspended from their local school of attendance for more than ten (10) school days where a pattern has been determined.

Building level staff in conjunction with SSD staff have the responsibility of maintaining discipline and jointly working with disabled students who exhibit unacceptable behavior. The building administrator and/or counselor should work with disabled students who are having difficulty following school rules. Parents/guardians should be advised of problem areas. Efforts should be documented and shared between the Affton administrator/counselor and the SSD staff.

If a suspension appears warranted, the principal has the right to suspend. If the current IEP modifies the building discipline procedures to allow for additional interventions, the principal is obligated to follow the behavior intervention plan. An exception may be made if the student's behavior poses an ongoing danger or threat of injury to self or others.