

**Students
DISCIPLINE**

Section headings in bold

DISCIPLINE GUIDE This outline is an informational and guidance tool. It contains examples of disciplinary infractions and appropriate penalties.

It is a reference tool for school staff, parents, and students regarding disciplinary responses to student misbehavior.

Infraction	Elementary and Secondary
Inappropriate use of portable electronic devices such as , cell phones, mp3 players and computers, etc.	Personal parental/guardian notification. Reprimand, return of device to parents on first offense, detention and/or community service may be added for repeated instances.
Forgery Cheating Misrepresentation	Personal parental/guardian notification. Particularly in K-1, ensure that student understands the offense. This can result in loss of credit or failing grade for test, parent notification, detention, suspension, community or school service as appropriate.
Profanity Vulgarity Public display of affection Inappropriate dress	Personal parental/guardian notification. Correction/intervention, parent notification to suspension depending on degree and context. Example: expletives directed at someone in anger or taunt or as part of harassment are treated more seriously than words said without apparent meaning or to self or in frustration with apology. Inappropriate dress: in addition to above, student may be given alternative clothing; for example, a t-shirt, to cover the offensive clothing for the day.
Gambling/gaming	Personal parental/guardian notification. In all cases call to home,

	reprimand to suspension depending on severity and if offense is repeated.
Insubordination Failure to identify self Disruptive behavior	Personal parental/guardian notification. Detention or suspension as appropriate to offense.
Intimidation Threatened assault Extortion Harassment Chronic major disruption Bullying	Personal parental/guardian notification. Detention, 1 to 45-day suspension, resource referral, notify law enforcement depending on context and severity, educational sessions and/or community service as appropriate. A behavior threat assessment may be required will be conducted by the District if the Principal or Superintendent determines the student may cause a threat to the health, safety, or welfare of students and/or staff. A serious threatened assault, or one with an earlier incident, or one with felony or criminal charges may result in recommendation for expulsion. Expletives directed at someone in anger or taunt or as part of harassment/bullying are treated more seriously than words said without apparent meaning or to self or in frustration with an apology.
“Hazing” initiation (group or one-to-one)	Personal parental/guardian notification. Detention, community service, 1 to 45- day suspension, as appropriate.
Endangering others (by any means)	Personal parental/guardian notification. 4 to 45-day suspension, notify law enforcement as appropriate.
Sexual harassment	Personal parental/guardian notification. Resource referral, educational sessions, detention or 1- to 45-day suspension as appropriate. (Investigation and steps to prevent reoccurrence must occur.) Contact law enforcement as appropriate.

<p>Sexual abuse</p>	<p>Personal parental/guardian notification. Resource and law enforcement referral, educational sessions, suspension/recommendation for expulsion as appropriate. (Investigation and steps to prevent reoccurrence must occur.)</p>
<p>Trespass (students from one campus on another campus)</p>	<p>Personal parental/guardian notification. Reprimand, call home, penalty may be increased, legal authorities notified should behavior be repeated or if accompanied by other inappropriate or illegal acts or behaviors.</p>
<p>Gang-like behavior or apparel</p>	<p>Personal parental/guardian notification. Resource referral, detention to suspension depending on context, repetition of behavior, and apparel.</p>
<p>Truancy</p>	<p>Personal parental/guardian notification. Parent conference, parent shadow, resource referral, community service in exchange for time or classes missed, in-house suspension as available for continued infraction, required parent shadow for repeated occurrences. See policy manual for additional comments or guidelines. Suspension may be employed for severe incidences. Parents may be referred to justice system for chronic cases.</p>
<p>Possession/use of tobacco or tobacco look-alikes</p>	<p>Personal parental/guardian notification. 3 to 30-day suspension as identified in board policy, community service in lieu of suspension encouraged.</p>
<p>Theft Vandalism (i.e., graffiti)</p>	<p>Elementary: Personal parental/guardian notification. Restitution, community service, detention, in-house suspension if available, parent shadow, suspension,</p>

	<p>restricted access to schools. Secondary: As above, plus could result in long-term suspension (up to 45 days) and removal from participation in any co-curricular sport for that sport's season.</p>
Fighting	<p>Elementary: Personal parental/guardian notification. Resource referral if appropriate, peer mediation if appropriate and available, 1 to 45-day suspension depending on severity and context of incident. Secondary: Personal parental/guardian notification. Resource referral if appropriate, 1 to 45- day suspension depending on severity and context of incident.</p>
Assault on another person	<p>Personal parental/guardian notification. Referral to resources or agencies and law enforcement, 11 to 45-day suspension to expulsion based on context and severity.</p>
Arson Activating emergency procedures	<p>Personal parental/guardian notification. Referral to resources or agencies and law enforcement, 11 to 45-day suspension to expulsion based on context and severity.</p>
Possession/distribution of alcohol/ other drugs or look-alikes Possession of weapons (guns, knives, incendiaries, etc.) or look-alikes	<p>Personal parental/guardian notification. Possession – up to 45 day suspension or expulsion; refusal to submit to Breathalyzer – 30-45 day suspension; selling – notify police, suspension or expulsion.</p>
Possession of weapons (guns, knives, incendiaries, etc.) or look-alikes. Firearms includes guns, bombs, grenades, mines, rockets, missiles, pipe bombs, or similar devices designed to explode and capable of causing bodily harm or property damage.	<p>Personal parental/guardian notification. Possession of a knife with more than a 2.5 inch blade: up to 45 days suspension or expulsion. Possession of a firearm: not less than one year expulsion.</p>

Reckless driving	Personal parental/guardian notification. Reprimand, contact law as appropriate, detention, revoke parking privilege as needed for repeat offenses.
Refusal to submit to search and seizure with cause and per policy guidelines.	Personal parental/guardian notification. Refusal to consent: up to 45 days suspension or expulsion.
Inappropriate use of the internet.	Personal parental/guardian notification. Suspension of some or all access privileges up to and including expulsion.
Violent and aggressive behavior including verbal abuse, stalking, defiance and racial slurs.	Personal parental/guardian notification. Will result in immediate corrective action including reporting to Law Enforcement.
Bus incident	Personal parental/guardian notification. To be reported to the school principal, who shall determine the severity of the misconduct and take action accordingly. In all instances of misconduct, the rider and his/her parent/guardian shall be given notice and warning. In the case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the principal, up to the remainder of the school year.

- cf. [5113 Absences and Excuses](#))
- (cf. [5131 Conduct](#))
- (cf. [5131.1 Bus Conduct](#))
- (cf. [5131.4 Campus Disturbances](#))
- (cf. [5131.41 Violent and Aggressive Conduct](#))
- (cf. [5131.43 Harassment, Intimidation and Bullying](#))
- (cf. [5131.5 Vandalism, Theft and Graffiti](#))
- (cf. [5131.6 Alcohol and Other Drugs](#))
- cf. [5131.62 Tobacco](#))
- (cf. [5131.7 Weapons and Dangerous Instruments](#))
- (cf. [5131.9 Academic Honesty](#))
- (cf. [5137 Positive School Climate](#))
- cf. [5145.12 Search and Seizure](#))

AR 5144 Discipline

KPBSD Policy Manual

AR 5144

(cf. [5145.7](#) *Sexual Harassment*)

(cf. [6161.4](#) *Internet Use Agreement*)

When making decisions about disciplinary consequences for misbehavior and infractions of school rules, the administrator and teacher will consider the context of the incident and the actual behaviors of the student.

The student's age, general behavior, and behavior pattern prior to and following the incident may be factors considered in this deliberation.

In all instances where the violation and/or penalty are defined by law or regulation, the full extent of the law may be exercised. The District retains the right to ~~require~~ conduct a behavior threat assessment, in addition to any other identified discipline, should the Principal or Superintendent determine the student is a threat to the health, safety, or welfare of students and/or staff.

This list is exemplary only. There are acts of misbehavior or violations of law or school regulations that may not be included in this list. In such instances, disciplinary action will be at the discretion of the Principal and/or Superintendent with the understanding that the response and penalties will conform to District policy, state law, and regulations of the state and District.

KENAI PENINSULA BOROUGH SCHOOL DISTRICT
Revised: