

Student
**CODE OF
CONDUCT**



BLUE VALLEY SCHOOLS

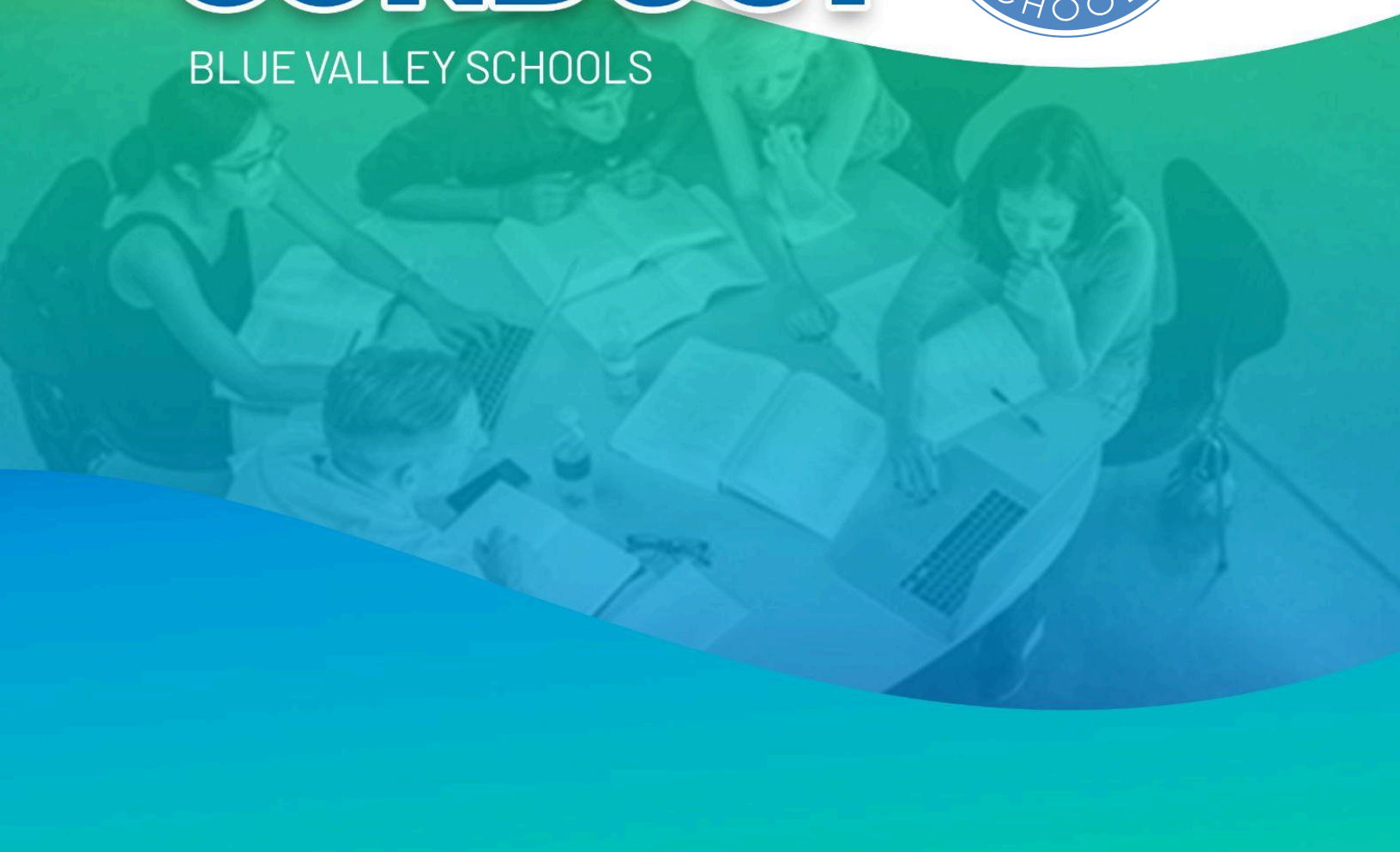


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CODE OF CONDUCT; INTRODUCTION

This guideline document supports the enforcement of Board of Education Policy 3500 *Behavior and Discipline*. The application of the policy and guidelines is intended to maintain a safe and healthy school climate and to support the academic and social-emotional growth of students.

Building administrators have the authority to use discretion and common sense in enforcing the Blue Valley Code of Student Conduct. In addition to referencing the guidelines, administrators should consult with other building and/or district office administrators as they determine appropriate consequences in order to promote respect for others, student responsibility, and assist in providing for the safe and orderly operation of district schools. No Code of Conduct can list each and every offense which may result in review and potential disciplinary action; however, it is the purpose of this policy to list certain offenses, if committed by a student, will result in disciplinary action. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building along with consideration of the context and details associated with the specific student discipline incident. While discipline is typically progressive in nature, administrators are able to use significantly higher levels of consequence for serious violations.

NON-DISCRIMINATION POLICY

Board Policy 3625; Prohibition Against Discrimination, Harassment and Retaliation: Students states, “The Blue Valley School District is strongly committed to fostering an educational environment and workplace that is free from discrimination, harassment, and retaliation in admission or access to, or treatment or employment in, its programs, services, activities, and facilities. The District will provide equal opportunity in all areas of education, recruiting, hiring, retention, promotion, and contracted service. The District strictly prohibits discrimination and harassment against students, employees, or others on the basis of race, creed, religion, color, national origin, ancestry, age, sex, sexual orientation, gender identity, disability, genetic information, or any statutorily prohibited basis. The District also strictly prohibits retaliatory actions against those who engage in protected activities.”

The District’s complete non-discrimination policy (3625: Students) can be found at bluevalleyk12.org under Board of Education policies.

NOTIFICATION

The Student Code of Conduct may be revised annually and shall be applicable through the current regular and summer school term(s). The notification will be available on the district website under Board of Education policies the Student Code of Conduct. A print copy may be made available to families via request of the district’s main office.

The Blue Valley School District seeks to foster a strong home-school partnership as this is a critical variable to a quality educational experience. Students benefit when families and teachers are engaged in communication and shared expectations for academic success, student behavior, and emotional wellness. Individual students and the school ecosystem benefit from adherence to the Blue Valley Student Code of Conduct. Administrative actions taken as a result of a violation of the code of conduct are determined following proper investigation, review, and/or consideration of the age/grade of the student, context, and situation in which the behavior in question occurred.

The scope of authority of the Blue Valley Student Code of Conduct applies at all times when students are on school buses or other vehicles used by the district to transport students, school district property, or engaged in official school activities. Additionally, this code of conduct applies to any student whose conduct at any time or place has a direct and immediate effect causing substantial disruption impacting the order of school operations and/or the sense of student and staff safety that exists in the school or school-related environment.

CONTENTS

Behaviors and disciplinary actions addressed in this document include:

- Academic Integrity
- Alcohol and Cereal Malt Beverages
- Arson
- Attendance
- Bullying and Cyberbullying
- Cheating
- Controlled Substances (Drugs)
- Disruptive Conduct or Speech
- Electronic Communications / Cell Phones
- Excused and Unexcused Absences
- False Alarm
- Fighting and Intentional Injury
- Inhalants, Non-Prescription Medication and Drug Paraphernalia
- Insubordination
- Physical Altercation
- Plagiarism
- Property Destruction
- Sexual Harassment
- Student Behavior
- Substance Abuse
- Tardy
- Theft
- Threat
- Tobacco and Tobacco Products
- Truancy
- Vandalism
- Weapons
- Weapon-like Device

ATTENDANCE

Regular attendance is required of all pupils enrolled in elementary and secondary schools under Kansas compulsory attendance statute (KSA-72-1113). It is a parent's responsibility to require the regular school attendance of "any child who has reached the age of seven (7) years and is under the age of eighteen (18) years," unless the child is exempted by statute.

EXCUSED ABSENCES

The State of Kansas delegates, to the Board of Education, the responsibility of determining excusable reasons for absence. The following are excusable reasons for absences but **school officials alone will determine what an excusable absence is:**

- Student illness (a physician's note could be required for chronic absenteeism/development of absence patterns)
- Illness or death in the family
- Medical or dental appointments which can be verified
- Emergencies that can be verified
- Obligatory religious observance
- Family vacation or family business arranged in advance with the administration
- School approved student activities
- College/University visits with prior notification

DISCIPLINARY ACTION

No disciplinary action required.

UNEXCUSED ABSENCES

A student who is absent from class or school without an excusable reason can be considered unexcused. A student with an unexcused absence for one or more classes will receive disciplinary consequences and credit may not be given. Some examples of unexcused reasons may include:

- Oversleeping
- Missing ride to school/car not starting
- Shopping/errands
- Paying fines
- Studying
- Skip Days

DISCIPLINARY ACTION

- Parent notification and student conference
- Progressive detention
- In school suspension (ISS)

More than **3** unexcused absences [in a single day] are to be referred to administration. In cases of excessive absenteeism, administration, parents, and student may agree upon an individualized attendance contract.

TRUANCY

Students are truant if they are absent without excuse for a “significant portion” of the school day, (one to three hours or more for three (3) consecutive days), five (5) days in a semester, or seven (7) days in a school year.

Parents/guardians are notified via letter, and any subsequent unexcused absences will result in referral to the Johnson County District Attorney’s office.

DISCIPLINARY ACTION

- Parent notification and student conference
- Progressive detention
- In school suspension (ISS)

More than **3** unexcused absences in a single day are to be referred to administration.

TARDIES

Students are to be in the appropriate learning areas at assigned times. When this does not occur a student is considered tardy.

DISCIPLINARY ACTION

Sample Discipline Sequence

- 1st offense - warning and discussion with student
 - 2nd and 3rd offense - parent contact and school tracking system warning
 - 4th offense - detention
- Excessive tardiness may be treated in the same manner as unexcused absences.

ACADEMIC INTEGRITY

Academic Integrity violations include obtaining, attempting to obtain, or aiding another to obtain, credit for work, or any improvement of evaluation of performance by any dishonest or deceptive means including cheating or plagiarism. Violations of academic integrity policies are included in this code of conduct.

Note: Academic Probation is the time in which students may be restricted from membership in honor societies and must not commit any further infractions of the honor code. After a one-year probation, a Faculty Honor Committee may consider the student for reinstatement or admittance into honor societies.

CHEATING

Cheating includes, but is not limited to:

- Lying
- Copying another's work
- Allowing another person to copy work
- Using unauthorized technological devices
- Using unauthorized notes, aids, or written material
- Giving or receiving unauthorized information by signs or gestures

- Having anyone, including parents or tutors, complete work and submitting it as one's own work

DISCIPLINARY ACTION

Consequences may include but are not limited to:

- Reduced or lost credit
- Student conference
- Parent contact
- Restorative actions
- Referral to administrator
- Referral to Faculty Honor Committee
- Detention
- In-School Suspension
- Academic Probation*

PLAGIARISM

Plagiarism includes, but is not limited to

- Presenting someone else's work as your own, in whole or in part, whether intentional or not
- Using another's ideas and/or written work without proper citations
- Using another's graphics, charts, diagrams, illustrations, etc. without proper citations
- Resubmitting substantially the same work that was produced for another assignment or course without authorization

DISCIPLINARY ACTION

Consequences may include but are not limited to:

- Reduced or lost credit
- Student Conference
- Parent contact
- Restorative Actions
- Referral to administrator
- Referral to Faculty Honor Committee
- Detention
- In-school suspension (ISS)
- Academic Probation*

BEHAVIOR

The standard and expectation of student behavior expectation for all school levels translates to those age appropriate actions or choices which maintain a safe and healthy school climate. Such choices or actions ensure the best possible academic success and social-emotional growth for the individual child and others around them.

These behavioral expectations foster positive school citizenship. Students will interact with other students and adults in a civil, fair, and respectful manner. Students will have the opportunity to attend school and receive an education without fear of harm or injury to a person or property. No person will be allowed to endanger the safety of students or district staff, damage property, interfere with the educational process, or attempt to close the schools.

BULLYING and CYBERBULLYING

Bullying is any intentional gesture or any intentional written, verbal, electronic or physical act or threat that is sufficiently severe, persistent or pervasive to create an intimidating, threatening or abusive educational environment for a student or staff member.

Examples of bullying and cyberbullying include but are not limited to:

- harming a student or staff member, whether physically or mentally
- damaging a student's or staff member's property
- placing a student or staff member in reasonable fear of harm
- placing a student or staff member in reasonable fear of damage to the student's or staff member's property
- any other form of intimidation or harassment prohibited by the Board of Education of the school district
- cyberbullying through the use of any electronic communication device or means including, but not limited to, email, instant messaging, text messages, blogs, mobile phones, pagers, online games, websites, or any other electronic means or avenue

DISCIPLINARY ACTION

Discipline according to the seriousness of the act

- Student Conference
- Parent contact
- Restorative Actions
- Detention
- In-school suspension (ISS)
- Out-of-school suspension (OSS)

- Report to School Resource Officer (SRO)
- Referral to the school district's Long-term Suspension and Expulsion Committee

DISRUPTIVE CONDUCT OR SPEECH

Disruptive conduct or speech occurs when someone directs verbal, written, pictorial or symbolic language or gesture(s) at a person(s) that is otherwise rude, vulgar, defiant, considered inappropriate in the educational setting or that substantially disrupts learning, school operations or activities. Disruptive conduct or speech can occur when someone intentionally offends, attacks, violates, or assaults someone regarding their race, religion, ethnic group, disability, gender, or sexual orientation.

Students will not be disciplined where it is protected by law.

DISCIPLINARY ACTION

Discipline will be according to the seriousness of the act

- Student Conference
- Loss of privilege
- Parent contact
- Restorative Actions
- Detention
- In-school suspension (ISS)
- Out-of- school suspension (OSS)
- Referral to School Resource Officer (SRO) or Law Enforcement

Personal Electronic Devices / Cell Phones

Elementary

- Student personal electronic devices (PEDs) are to be silenced and stowed away at all times.
- If a student needs to contact their family during the school day, they can use either the main office or classroom phone, with permission.
- If family members need to reach their child, they should call the main office phone.

Middle School

- Student personal electronic devices (PEDs) are to be silenced and stowed away from 7:51 a.m.–3 p.m.
- If family members have a critical or urgent message for their student, please call the school office and staff will deliver the message.
- Any text messages received by a student during the school day can be read around 3 p.m. in the event that it requires a dismissal plan adjustment.

High School

Start and End of Class:

- When the bell rings to start class, personal electronic devices (PEDs) must be silenced and stowed away. We have found this prepares students for learning.
- When the bell rings to end class, PEDs can be used until the next class and during lunch.

During Class/Advisory Time:

- Unless otherwise instructed by a teacher for instructional purposes, students should keep PEDs silenced and stowed away.

Restroom:

- Students are required to leave PEDs in the classroom when using the restroom as we have found this reduces their time out of class.

The teacher will...explain the purpose for a personal electronic devices policy

- Improving student & class engagement
- Focusing everyone on learning
- Using class time efficiently
- Helping students with self-regulation

The teacher will...enforce board policy for students consistently in class

-1st reminder → Verbal reminder given for individual student to place phone in preferred location

-2nd reminder → Student will place phone in designated area away from them (i.e. teacher desk/table) if preferred location is nearby

-3rd reminder → The teacher will contact the parent/guardian to explain the situation with the student's use of their phone during class.

Discipline will be according to the seriousness of the act. Board Policy Cross- Reference 3518.

DISCIPLINARY ACTION

Discipline will be according to the seriousness of the act. Additionally, the following may apply consistent with disciplinary actions defined within the Student Code of Conduct:

- Student Conference
- Application of building tiered steps for elimination of device disruption
- Loss of privilege
- Parent contact
- Personal Electronic Device sanction
 - Item(s) in designated location
 - Established timeline
- Restorative Actions
- Detention
- In-school suspension (ISS)
- Out-of- school suspension (OSS)
- Referral to School Resource Officer (SRO) or Law Enforcement

FALSE ALARM

Reporting of false fire, bomb threat, or other actions endangering the safety of students, staff, and the public.

DISCIPLINARY ACTION

Discipline according to the seriousness of the act

- Student Conference
- Parent contact
- Restorative Actions
- Detention
- In-school suspension (ISS)
- Out-of-school suspension (OSS)
- Report to School Resource Officer (SRO)
- Referral to the school district's Long-term Suspension and Expulsion Committee

PHYSICAL ALTERCATION(S) / FIGHTING / HITTING

Physical altercation includes hitting, assaulting, striking, or pushing in an attempt to cause physical injury to another person who knowingly will regard as offensive, harmful, or provocative.

DISCIPLINARY ACTION

Discipline will be according to seriousness of the act

- Student Conference
- Loss of privilege
- Parent contact
- Restorative Actions
- Detention
- In-school suspension (ISS)
- Out-of-school suspension (OSS)
- Referral to the school district's Long-term Suspension and Expulsion Committee
- Referral to School Resource Officer (SRO) or Law Enforcement

Property Destruction / Vandalism

Property Destruction and Vandalism includes knowingly damaging, destroying, defacing, impairing, or substantially revising any property in which another has an interest without consent of another person, authority, or organization. Intent may be to injure, defraud, or inflict permanent harm / danger.

DISCIPLINARY ACTION

Discipline will be according to seriousness of the act

- Student Conference
- Loss of privilege
- Replacement / Repair Responsibilities
- Parent contact
- Restorative Actions
- Detention
- In-school suspension (ISS)
- Out-of-school suspension (OSS)
- Referral to the school district's Long-term Suspension and Expulsion Committee
- Referral to School Resource Officer (SRO) or Law Enforcement

SEXUAL HARASSMENT

Sexual harassment is defined as sexual advances, request for sexual favor, or sex-based behavior that is not welcomed and not requested. Examples of sexual harassment include, but are not limited to:

- unwanted attention of a sexual nature
- continued or repeated unwanted remarks about an individual's body
- sexually degrading words used toward an individual or to describe an individual
- the display of sexually suggestive actions, gestures, objects, graffiti or pictures.

DISCIPLINARY ACTION

If a school employee receives a complaint from a student or parent, he/she will notify a building administrator as soon as possible.

Discipline according to the seriousness of the act

- Student Conference
- Parent contact
- Detention
- In-school suspension (ISS)
- Out-of-school suspension (OSS)
- Report to School Resource Officer (SRO)
- Referral to the school district's Long-term Suspension and Expulsion Committee

THREAT(S)

Threat is someone communicating a statement or indication of an intention to inflict pain, injury, or other hostile action. Threats can occur via social media or other written or verbal means.

DISCIPLINARY ACTION

Based on a Threat Assessment discipline will be issued according to the seriousness of the act

- Student Conference
- Loss of privilege
- Parent contact

- Restorative Actions
- Detention
- In-school suspension (ISS)
- Out-of-school suspension (OSS)

Immediate Removal:

Building or district administration may require immediate removal of a student upon a report or a finding that that student poses a threat of harm to self or others. Any such removal and return to the school environment is subject to appropriate due process procedures and will occur in accordance with the law.

- Referral to School Resource Officer (SRO) or Law Enforcement

Possible referral to the district’s Long-term Suspension and Expulsion Committee

WEAPONS

The term weapon is defined by Blue Valley Board of Education Policy 3516. The possession of a weapon, items resembling a firearm, or explosive devices on school premises or at a school-sponsored activity is prohibited. Intentional lighting of fire or the use of explosives is also prohibited.

DISCIPLINARY ACTION

- Out-of-school suspension (OSS) for no more than ten (10) school days by the school administrator
AND
- Referral to the district safety and security officer AND
- Report made to the School Resource Officer (SRO)
AND
- Referral to the school district’s Long-term Suspension and Expulsion Committee

Any student found to be in possession of a weapon on district property or at a district-supervised activity shall be expelled from school for one calendar year and may be subject to other appropriate disciplinary action.

OTHER ACTS

- Discipline according to the seriousness of the act

- Student Conference
- Parent contact
- Restorative Actions

SUBSTANCE ABUSE

These behavioral expectations promote the health, safety, and welfare of students, and assist in the protection of students from dangers which may result from the use and abuse of alcoholic and cereal malt beverages, tobacco products, controlled substances (drugs), and the improper use of legal substances, including prescription and non-prescription medications and other products.

The possession and distribution and/or sales or intent to distribute or sell drugs and alcohol endangers the safety and health of all students. Infractions of this policy are a very serious matter.

ALCOHOL AND CEREAL MALT BEVERAGES

The use, possession, or transfer of any alcoholic or cereal malt beverage, including being under the influence of such a beverage, on school property or at school-sponsored activities, either within or outside the school district, is expressly prohibited.

CONTROLLED SUBSTANCES

The use (including being under the influence of a controlled substance, as defined by Kansas law), possession, or transfer of a controlled substance on school property or at school-sponsored events, either within or outside the school district, is expressly prohibited. The transfer of a prescription medication to any person other than the person for whom the prescription is written is expressly prohibited.

TOBACCO AND TOBACCO PRODUCTS

The use, possession, or transfer of any tobacco or tobacco product on school property or at school-sponsored activities, either within or outside the school district, is expressly prohibited. This includes lighters, e-cigarettes, vapes, vape juice, and other paraphernalia.

DISCIPLINARY ACTIONS

Consequences for possession and use of the substances included in this policy may include, but are not limited to:

- Parent contact
- Restorative Actions
- Referral to School Resource Officer (SRO)
- In-school suspension (ISS)
- Out-of-school suspension (OSS)

Transfers or intent to transfer controlled substances shall result in a suspension of no more than ten (10) school days by the school principal and in addition may result in referral to the school district's Long-term Suspension and Expulsion Committee.

During out-of-school suspensions, the student is prohibited from participating in school activities and may not be allowed credit during the period of suspension.

The length of suspension may be reduced if the student seeks professional substance assessment and provides evidence of having done so.

Additional consequences apply for students who are participants in high school activities and athletic programs.

INHALANTS, NON-PRESCRIPTION MEDICATION AND DRUG PARAPHERNALIA

The inhaling of products such as solvents, aerosols, nitrates, or anesthetics, which are not manufactured for the purpose of inhalation, are expressly prohibited. The use of non-prescription (over-the-counter) medication in a manner or for a purpose other than described on the product label is expressly prohibited. The use, possession, or transfer of drug paraphernalia on school property or at school-sponsored events, either within or outside the school district, is expressly prohibited.

DISCIPLINARY ACTIONS

Consequences for possession and use of the substances included in this policy may include, but are not limited to:

- Parent contact
- Restorative Actions

- Referral to School Resource Officer (SRO)
- In-school suspension (ISS)
- Out-of-school suspension (OSS)

Transfers or intent to transfer controlled substances shall result in a suspension of no more than ten (10) school days by the school principal and in addition, may result in referral to the school district's Long-term Suspension and Expulsion Committee.

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