

STUDENT BEHAVIOR

The goals and objectives of this policy are to provide effective discipline practices that: (1) ensure the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and drug-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

When and Where Conduct Rules Apply

A student is subject to disciplinary action for engaging in prohibited student conduct, below, whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any time;
- Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
- Traveling to or from school or a school activity, function, or event; or
- Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including, but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Discipline of Special Education Students

The District shall comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

STUDENT BEHAVIOR INCIDENT DEFINITIONS

The Board of Education identifies the following offenses as unacceptable student behavior and requiring corrective action for each. However, disciplinary offenses are not limited to those listed below when, in the judgment of the administration or the dean, such offenses disrupt the school climate, or constitute gross disobedience or misconduct as determined by the Board of Education or the administration. School rules apply to and from school.

<u>Arson</u>
Arson or attempted arson.
<u>Assault</u>
Oral or written harassment, intimidation, bullying, cyberbullying or abuse or the use of obscenities or profanities toward other individuals at school or school-sponsored activities. Generally, assault occurs when one person swears at another person or when one person makes a disrespectful comment to another person or situation that puts a person in reasonable fear that a battery may occur.

Attire

See Attire in Handbook page [2540](#).

- Clothing and make-up may not impact on the district's ability to clearly identify the student and properly engage in the educational process.
- Clothing that advertises alcohol, drugs, tobacco, gambling, promoting violence, or obscene or vulgar language is not permitted.
- Students must wear clothing including both shirt and pants or skirt, or the equivalent (dresses, leggings, yoga, pants, shorts, sweatpants) that completely covers private parts in opaque material (not able to be seen through). breasts, genitals and buttocks from being seen.
- Clothing must cover undergarments.
- Students may not wear any head covering inside the premises, except for approved religious or medically prescribed head coverings.
- Headwear is allowed, but the face must be visible to school staff. Headwear must be removed in the classroom if there is a concern about maintaining the integrity of the assignment or assessment.
- Students will wear footwear that is safe and appropriate and will comply with the requirements for specific courses (i.e. PE, vocational education, etc.) for course assignments, athletic and other conditions.
- Visible piercings are allowed but must be removable. Jewelry is prohibited during any class or activity when a staff member believes it poses a health or safety risk based on the activity. This includes but is not limited to rings, watches, earrings, bracelets, necklaces, eyebrow, nose, lip piercings etc. Students enrolled in JROTC must follow uniform guidelines. (School Board Policy 7:160)

Battery with Physical Injury

Physical attack by one person on another person at school or at a school sponsored activity on school property or school buses, or on the way to or from school that results in a physical injury requiring medical attention (i.e. stab or bullet wounds, concussion, fractured or broken bone, or a cut requiring stitches.).

Battery without Physical Injury

Physical attack by one person on another person at school or at a school sponsored activity on school property or school buses, or on the way to or from school that does not result in a physical injury requiring professional medical attention.

Cafeteria Conduct

All students utilizing the cafeteria will be held responsible for cleaning their tables, the area under and around their tables, and the area from the serving line to their tables. No food or drink may be taken from the cafeteria without the written permission of a staff member. Additionally, yelling, horseplay, pushing, running, spitting, public display of affection, or any disruptive behavior, is not allowed in the cafeteria.

Classroom Conduct

Yelling, horseplay, pushing, running, spitting, public display of affection, or any disruptive behavior, is not allowed in the classroom.

Derogatory Language

Derogatory language includes verbal or non-verbal communication, verbal or non-verbal, which is offensive, abusive, or disrespectful. Types of language may relate to the following: race, ethnicity, gender, sexual orientation, and any other language which is profane, obscene, or indecent.

Distribution of Prohibited Substances Sale, purchasing, pretending to sell, distribution, or transfer of any controlled substance or non-controlled substance represented to be a drug, or any drug paraphernalia.

Electronic Equipment

Use, possession, and/or wearing of Smart or AI Glasses (i.e. Meta Glasses) is strictly prohibited at all JTHS 204 facilities and events. In academic areas, cell phones should be in their assigned space from bell to bell. The use of cell phones is not allowed in offices (such as dean or health), bathrooms, or locker rooms. Non-JTHS electronic devices (i.e. headphones/earbuds, iPods, iPads & non-JTHS laptops, etc.) must be off and stored in a backpack or belongings during class time. Electronic devices may be reviewed for content. Joliet Township District 204 is not responsible for damaged, lost, or stolen items. All confiscated items not picked up by June 30th of the school year will be donated/destroyed. Unmanned Aircraft Systems (UAS) or drones for any purpose on school grounds or at any school event without permission is also prohibited. Using an electronic device, including but not limited to, a cellular telephone, smart watch, electronic games, or other electronic device, in any manner that disrupts the educational environment, including using the device to cheat, signal others, send text messages, take photographs, or otherwise violate student conduct rules is prohibited. Electronic devices and headphones can be used with permission from a teacher or staff member. Electronic devices may be reviewed for content. Joliet Township District 204 is not responsible for damaged, lost, or stolen items. All confiscated items not picked up by June 30th of the school year will be donated/destroyed. Unmanned Aircraft Systems (UAS) or drones for any purpose on school grounds or at any school event without permission is also prohibited.

Extortion

Attempting to take or to borrow money or anything of value through intimidation or threat.

False Alarms/Emergency Calls

False fire alarm, bomb threat, false security threat, or emergency call.

Fighting with Physical Injury

Fighting on or near school property, at school-sponsored activities, or on the way to or from school. Fighting occurs when two or more individuals physically attack each other and results requiring medical attention (i.e. stab or bullet wounds, concussion, fractured or broken bone, or a cut requiring stitches).

Fighting without Physical Injury

Fighting on or near school property, at school-sponsored activities, or on the way to or from school. Fighting occurs when two or more individuals physically attack each other and does not result in injury requiring professional medical attention.

Fireworks

Use or possession of firecrackers, smoke bombs and similar devices or misuse of fire extinguishers on school property.

Forgery

Forging any item, whether physical or digital including but not limited to the following: passes or notes, field trip forms, parking permits, identification badges, or other school-related documents; altering passes; or writing notes or making telephone calls pretending to be a parent/guardian.

Gambling

Gambling on school premises or at school events.

Gangs

Participation in any activity which serves to do the following:

- Solicit others for membership in any gang; (A “gang” is defined for this policy as any group of two or more persons whose purpose includes engaging in illegal or antisocial activities.)
- Request the payment of dues, insurance, or other forms of protection from any individual;
- Intimidate or threaten any individual;
- Incite others to participate in any form of violence or illegal activity involving persons or property;
- Advertise or promote gangs through social media, the wearing of earrings, jewelry, clothing, hats, colors, hair style/cut or tattoos, gang signs, pictures, the writing of graffiti, or the possession of anything else associated with gangs;
- Possess graffiti paraphernalia;

Disrupts or potentially disrupts the delivery of educational services to District students or otherwise deprives or may serve to deprive a student or students of the opportunity to fully participate in the District’s educational program, regardless of whether the activity takes place on District property, at a District-sponsored event, or off District property or away from District-sponsored events.

Hallway Conduct

Yelling, horseplay, pushing, running, spitting, public or any disruptive behavior, is not allowed in the hallway.

Harassment, Intimidation or Bullying

Harassment, intimidation, or bullying means any intentional statement, written message, video, or image—including those that are electronically transmitted through text message, social media, or other forms of electronic communication—verbal, or physical act, including but not limited to one shown to be motivated by race, color, religion, ancestry, national origin, gender, sexual orientation(including gender expression or identity), physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, disability or other distinguishing characteristics, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristics when an act:

- Physically harms a student or damages the student’s property or
- Has the effect of substantially interfering with a student’s education or
- Is so severe, persistent or pervasive that it creates an intimidating or threatening educational environment or
- Has the effect of substantially disrupting the orderly operation of the school.

Bullying – Repeated, persistent and aggressive behavior intended to cause fear, distress, or harm to another person’s body, emotions, self-esteem or reputation, and a power imbalance.

Hazing/Initiation

Administering physical punishment to an individual, directing verbal abuse at an individual, or requiring an individual to perform an immoral act as requirement to gain membership into any club or organization.

Identification

Student identification cards must be visible on a lanyard around the student’s neck at all times. Identification cards must be presented to any staff member upon request. Misuse of an identification card on District property, in the cafeteria, media center, bus, or textbook center is prohibited. Replacement ID Cards will result in a charge to the student fee account.

Inappropriate Display of Affection

Voluntary and uncoerced sexual activities that occur on school property, on the way to or from school, or during any school sponsored activities.

Instigation

Behavior which is disruptive to the educational process and safety of others. This includes, but is not limited to, obstruction of staff from dispersing groups, instigation of fights/verbal confrontations, attending and/or recording of fights and verbal confrontations, or utilizing social media and other forms of electronic communication to encourage or perpetuate any conflict.

Involuntary Sex Acts or Sexual Violence

Sex acts and attempted sex acts that occur without the voluntary participation of one or more parties, that may involve the use of implicit or implied force. This is unwelcome touching of the private body parts of another person (buttocks, groin, breasts) for the purpose of sexual gratification, forcibly and/or against the person's will. This also includes unwelcome oral, anal, or vaginal penetration. Sexual violence occurs when a reasonable person knew or should have known that the victim did not or could not engage in the sex act voluntarily.

Negligent Driving

Any person who drives any vehicle with disregard for the safety of a person on school property or in transit to any school activity or school related event.

Noncompliance

Noncompliance includes refusal to obey a reasonable request, disregarding reasonable directions from teachers or other staff members, obstructing staff from dispersing groups or behavior disruptive to the educational process.

Pass Misuse

Use of pass for an unattended purpose or alteration of a pass.

Sexual Harassment

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See policies 2:265, Title IX Sexual Harassment Grievance Procedure, and 2:260, Uniform Grievance Procedure.

Threat of Violence

Threats of student violence on District 204 campuses or at any District 204 sponsored activities will not be tolerated. Students are strictly prohibited from engaging in conduct which creates circumstances which may cause disruption at school, or at school sponsored activities. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school is considered a Threat of Violence.

Substance Abuse

Use of, possession of, or being under the influence of alcohol at school or school-sponsored event, influence of alcohol or any controlled substance represented to be a drug, or any substance which, if inhaled, ingested, or otherwise introduced into the body, is capable of causing intoxication, hallucination, or excitement or dulling of brain or central nervous system functions and the student's behavior would lead a reasonable person to conclude that the student intended for the substance to be used by the student or others to cause intoxication, hallucination, or excitement or dulling of brain or central nervous system functions, or possession of drug paraphernalia at school or at school-sponsored activities. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*.

<u>Tardy (Unexcused)</u>
A student is considered tardy unexcused when they arrive at class after the bell rings without an excused pass.
<u>Theft</u>
Theft or possession of stolen property.
<u>Tobacco/Smoking/Vaping Devices</u>
Sale, use, possession, distribution, transfer of any smoking device, tobacco products or paraphernalia, vaping devise, or nicotine products, which may include, but is not limited to, matches and lighters at school or at school-sponsored activities.
<u>Unauthorized Parking</u>
Unauthorized parking occurs when a student parks in a spot in a school parking lot for which they have not obtained an appropriate parking permit from the school.
<u>Unauthorized Presence Inside or Outside of Building</u>
Unauthorized presence is defined as finding any student in a campus location without authorization, any student who arrives to class excessively late, engaging in behavior that compromises the safety of others, allowing others to enter without authorization, on District property, or attending any District activity while on behavior warning.
<u>Unexcused Absence or Truancy (Partial)</u>
<ul style="list-style-type: none"> ▪ Unexcused Absence or Truancy (An unexcused absence or truancy is defined as being absent without valid cause from a class or study hall or leaving school without following proper checkout procedures.)
<u>Chronic Unexcused Absence or Truancy</u>
A student who is absent from school 10% or more of their most recent 180 days enrolled is considered chronically absent.
<u>Unexcused Absence or Truancy (Full Day)</u>
<ul style="list-style-type: none"> ▪ Unexcused Absence or Truancy for a full day is defined as a student who misses four or more classes without an excuse in one day.
<u>Vandalism</u>
Vandalism or destruction of property belonging to staff, students, or the school district.
<u>Verbal Confrontation</u>
An argument between students in which there is no threat of a physical fight or battery.

Violation of Electronic Networks – Authorization for Access

All use of the Network shall be consistent with the District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. The Network consists of any electronic device, application or service provided by the District including but not limited to the internet, e-mail, phones, voice mail, electronic information, and software applications. This Authorization does not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. The failure of any user to follow the terms of the Authorization for Electronic Network Access will result in the loss of privileges, disciplinary action, and/or appropriate legal action. 36 The district provides notification to students, parents/guardians that it may not request or require a student to provide a password or other related account information in order to gain access to the students' account or profile on a social networking website if the district has reasonable cause to believe that the student's account on a social networking website contains evidence that the student has violated a disciplinary rule or policy. (School Board Policy 7:140, 7:190)

The handbook signature/s are legally binding and indicate the parties who signed have read the terms and conditions carefully and understand their significance.

Weapon

A student who is determined to have brought one of the following objects to school, any school sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but not more than 2 calendar years:

1. A firearm, meaning any gun rifle, shotgun, or weapon as defined by section 921 of Title 18 of the United States Code (18U.S.C.Ι), firearm as defined in section 1.1 of the Firearm Owners Identification Card Act (430 ILCS65/), or firearm as defined is Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including look a likes of any firearm as defined above.

RESPONSIVE ACTIONS TO STUDENT BEHAVIOR INCIDENTS

The school administration and deans have the responsibility for implementing appropriate school discipline. **Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm.** The District will not use corporal punishment as a mode of discipline in the school. Unacceptable student conduct may result in one or more of the actions described below:

Alternate Education – Students who are repeat offenders of school truancy or disciplinary rules may be referred to alternate education programs.

Behavior Contract – A behavior contract may be established to support a student in addressing chronic behaviors such as peer conflicts, chronic absence, chronic truancy, or other behaviors as determined by the Dean or school administration.

Behavior Warning –

- All behavior warnings shall be in effect for one calendar year from the date of the issuance. (On a case-by-case basis, behavior warnings may be shortened by completion of a District approved program).
- All behavior warnings shall generally be caused to restrict or prohibit a student:
 - From attending school programs, events, activities or athletic contests;

- A behavior warning shall prohibit a student for that calendar year from nomination, election or consideration for any school awards, positions or honors not directly related to or the result of academic achievement.
- All students with a behavior warning may apply for a waiver of restriction or prohibition from attendance only at school programs, events, or activities on an event-to-event basis. Said application or request for a waiver would be made through the student's dean and would have to be approved by that dean and the building principal. The waiver would merely allow attendance at an event or activity.
- Each waiver will be issued with a contract of behavior signed by the student and their parent/guardian with an attached copy of expectations. The contract shall expressly describe that any action or behavior that is determined to be a violation of the contract and/or expectations or any other school rules shall serve as the basis for an exclusion from all the events, programs and activities for the duration of that school year, and that they surrender any and all rights to appeal these prohibitions.
- The criteria for granting a waiver shall include, but not be limited to:
 - A written statement of explanation or apology;
 - A conversation in which the staff is reasonably assured of the student's sincerity;
 - A willingness on the part of both the student and parent/guardian to agree to and abide by the conditions set forth in the contract and expectations;
 - The student's disciplinary history;
- A behavior warning shall ordinarily not exclude a senior student from participating in graduation ceremonies except when it has been determined by the administration that the student's presence and participation could be disruptive.
- It shall be the responsibility of the administration at each campus to notify senior students with behavior warnings sufficiently in advance as to whether or not they will be participating in their graduation ceremonies.
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Behavioral Health Team (BHT) Referral BHT Referral – Students who have been provided with interventions and resources and continue to need additional supports may be referred to the Behavioral Health Team for screening and consideration for individual or group supports offered by community partners.

Catalyst – Students who commit serious or chronic infractions of the student behavior policy may be referred to the Catalyst Program. Catalyst is a three-day alternative to suspension program. The student and Parent/Guardian must agree to active participation in all aspects of the Catalyst program for the three days and the eight follow-up sessions. Students will engage in activities designed to reflect on the incident, identify triggers and coping strategies, develop social-emotional skills, establish long-term goals, and create a re-entry plan to maximize success at school in a highly structured environment.

Detention – Before school, after school, and lunch/advisory detentions may be used for disciplinary consequences in addition to or in lieu of the disciplinary actions set forth below.

Expulsion – Serious or chronic misconduct may lead to expulsion from school for up to two years. One serious offense could result in an immediate expulsion. Expulsion recommendations are made to the Board of Education.

Intensive Student Support Room (ISS) – During the time a student serves an ISS, they may not attend or participate in any school-sponsored activity. Parent/Guardian will be notified each time a student serves an ISS. It will be the student’s responsibility to complete the assigned ISS work prior to dismissal from the ISS program. Upon return to class, it is the student’s responsibility to obtain and complete any missing assignments.

Intervention Cards – Students may be assigned an intervention card to monitor and collect data relating to chronic behaviors such as tardy to class, period absences, unauthorized presence, or any other behavior determined by the Dean or school administration.

Mediation – Students who are engaged in a conflict or disagreement with any other individual in the school may be invited to participate in mediation facilitated by school staff.

Out-of-School Suspension – Students whose inappropriate behavior is of a more serious and/or frequent nature are suspended from all school activities up to a maximum of ten (10) school days. School work missed during suspension may be made up. Students on external suspension may not be on any District 204 campus or participate in any district/school activity for the duration of the suspension. Suspended students on District 204 property may be referred for an unauthorized presence or criminal trespass. In addition, students receiving an out-of-school suspension for internet misuse will lose internet access privileges. Parents will be notified each time that a student is suspended. A phone call or conference may be required prior to the student’s re-admission.

Police Referral – Students who are involved in drug or alcohol abuse or possession, in possession of a weapon as defined by School Board Policy 7:190, threat of school violence, vandalism, theft, extortion, fighting, assault and/or battery or any other serious offense on school property may be referred to the police in addition to school disciplinary actions. Parents shall be notified when a student is referred to the police by school staff and how they can access information relating to the police referral and/or report.

Problem-Solving Circles – Students placed on Behavior Warning, or exhibiting chronic attendance challenges, will be referred to the district problem-solving circles program. Problem-Solving Circles are a district program which occurs outside of the school day and includes the participation of school staff, the student, a family member or trusted adult of the student, and community volunteers to discuss root causes of behavior and create a plan to move forward with more success in school. If the student is referred to Problem-Solving Circles by the Dean and does not complete the program, they will not be allowed to attend school functions and events.

Re-entry Meeting – A student who is excluded from school will participate in a re-entry meeting with school staff and their parent/guardian upon return to school.

Restorative Conversation – A restorative conversation will be conducted to provide the student with an opportunity to explain their perspective in the incident that occurred and/or the behavior they displayed. This also serves as an opportunity to build rapport with the student and allow the student to explain what happened from their perspective as well as reflect on their actions. The ultimate goal of the conversation is to understand the root cause of the behavior, including trauma or unmet social, emotional, or behavioral health needs in order to determine the best set of supports and/or consequences.

Healthy Futures Re-Think Modules – Students who are found in possession of, or under the influence of, an illegal substance for the first time at school may be referred to participate in the Re-Think substance use modules during a day of assignment to ISS or Catalyst.

Safety Plan – A student who is found in possession of a weapon or illegal substances at school, or makes a threat of violence towards themselves or others, may be recommended for a safety plan by the School Threat Assessment Team or school administration.

Social Probation – A social probation is one in which a student is not allowed to attend school functions outside of the regular school day and may be used for disciplinary consequences in addition to or in lieu of other disciplinary actions set forth below.

Substance Abuse Screening – Students who are found in possession of, or under the influence of, an illegal substance while at school may be referred to the district Substance Abuse Clinician for screening and the development of a treatment or support plan.

Suspended Parking Privileges – Students who abuse parking regulations may have parking privileges temporarily or permanently revoked.

Threat Assessment – A student who is found in possession of a weapon at school or makes a threat of violence towards themselves or others, will participate in a Threat Assessment interview and be referred to the school Threat Assessment Team.

Triangle Team Referral – Students with chronic behavior referrals, or when a staff member has concerns about the academic or social-emotional well-being of a student, may be referred to the Triangle Team for screening and consideration for individual or group supports offered by school staff to address academics, attendance, behavior, or social-emotional skills.

BEHAVIOR RESPONSE MATRIX

Behavior Infractions and the responses to behavioral infractions have been assigned to levels in the matrix below to assist in the response to behavioral concerns at school.

The listed disciplinary measures for each level are a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion. In other cases where a suspension or expulsion may otherwise be the typical consequence, mitigating circumstances may warrant non-exclusionary interventions.

Behavior that interrupts the learning environment but does not stop the learning process or compromise the safety of the school, may be addressed by staff in the classroom or the hallway without Dean intervention. Teachers and staff will set and maintain classroom expectations to address classroom disruptions. Severe misbehaviors include, but are not limited to: acts of violence, weapons, overt defiance, substance abuse, vandalism and other behavior that prevents the safe functioning of the school. Students will be referred immediately to the dean for severe behavior.

Levels of Support:

- **Level 1:** A Level 1 behavior is one which requires low level interventions that can be provided by the classroom teacher or support staff member. Behaviors are typically addressed at the time they occur. Formal documentation and parent/guardian communication should be utilized by the staff member addressing the incident to ensure students receive the support to understand and correct behavior.
- **Level 2:** A Level 2 behavior is disruptive in nature. Chronic and Severe behaviors disrupt the school environment, are frequent or too serious to be handled by school staff while they are teaching or supervising other students. Formal documentation should be utilized through Infinite Campus and parent/guardian communication is required to ensure students receive the support to understand and correct behavior.
- **Level 3:** A Level 3 behavior is a severe offense. These behaviors present a substantial and/or serious disruption or danger to the school environment. These behaviors may be illegal and/or significantly disrupt the educational process or impact the health, safety, and wellness of the school community, including but not limited to students, staff, and administrators. Written formal documentation describing interventions initiated, conducted or attempted, and parent/guardian communication is required.
- **Level 4:** A Level 4 behavior is a severe offense which presents a significant and immediate risk to the safety of the school environment. These behaviors are illegal and negatively impact the health, safety and wellness of the school community, including but not limited to students, staff, and administrators. Written formal documentation describing interventions initiated, conducted or attempted, and parent/guardian communication is required. When an incident is so severe that an immediate recommendation for expulsion is warranted, previous interventions may not have been initiated, conducted or attempted.

Level 1: A Level 1 behavior is one which requires low level interventions that can be provided by the classroom teacher or support staff member. Behaviors are typically addressed at the time they occur. Formal documentation and parent/guardian communication should be utilized by the staff member addressing the incident to ensure students receive the support to understand and correct behavior.

Student Behavior Incident	Responsive Actions
<ul style="list-style-type: none"> ● Attire ● Cafeteria ● Derogatory language ● Electronic equipment ● Classroom conduct ● Hallway conduct ● Inappropriate display of affection ● Tardy ● Unexcused absence ● Verbal Disagreement 	<ul style="list-style-type: none"> ● Classroom Redirection ● Parent Contact ● Seat Change ● Use of affective statements by the teacher/peers ● Triangle Team (RFS - Request for Support) ● Mediation ● Restorative Conversation

Level 2: A Level 2 behavior is disruptive in nature. ***Chronic and Severe behaviors disrupt the school environment, are frequent or too serious to be handled by school staff while they are teaching or supervising other students.*** Formal documentation should be utilized through Infinite Campus and parent/guardian communication is required to ensure students receive the support to understand and correct behavior.

Student Behavior Incident	Responsive Actions
<ul style="list-style-type: none"> ● Cafeteria (<i>Chronic/Severe</i>) ● Classroom Conduct (<i>Chronic/Severe</i>) ● Derogatory Language (<i>Chronic/Severe</i>) ● Electronic Equipment (<i>Chronic/Severe</i>) ● Hallway Conduct (<i>Chronic/Severe</i>) ● Noncompliance ● Fireworks ● Forgery ● Gambling ● Identification ● Instigation ● Negligent Driving ● Pass Misuse ● Tardy (<i>Chronic/Severe</i>) ● Tobacco/Smoking/Vaping Device ● Unauthorized Parking ● Unauthorized Presence ● Unexcused Absence/Truancy (<i>Chronic/Severe</i>) ● Verbal Confrontation ● Violation of Electronic Networks 	<ul style="list-style-type: none"> ● 1-3 Day Out of School Suspension ● Behavior Warning / Problem Solving Circles ● Catalyst ● Suspend parking privileges ● Detention ● Social probation ● Intensive Student Supports Room ● Alternate Education ● Behavioral Health Team Referral ● Mediation ● Intervention Cards ● Reentry Meeting ● Restorative Conversation ● Behavioral Contract

Level 3: A Level 3 behavior is a severe offense. These behaviors present a substantial and/or serious disruption or danger to the school environment. These behaviors may be illegal and/or significantly disrupt the educational process or impact the health, safety, and wellness of the school community, including but not limited to students, staff, and administrators. Written formal documentation describing interventions initiated, conducted or attempted, and parent/guardian communication is required.

Student Behavior Incident	Responsive Actions
<ul style="list-style-type: none"> ● Assault ● Battery without Physical Injury ● False Alarms/Emergency Calls ● Fighting without Physical Injury ● Gangs ● Harassment, Intimidation, or Bullying ● Hazing/Initiation ● Sexual Harassment ● Substance Abuse ● Theft ● Threat of Violence ● Vandalism <p>**Physical injury is defined by the Illinois State Board of Education (ISBE) as a physical injury requiring medical attention (i.e. stab or bullet wounds, concussion, fractured or broken bone, or a cut requiring stitches.).</p>	<ul style="list-style-type: none"> ● Expulsion Recommendation ● 1-10 Day Out of School Suspension ● Behavior Warning / Problem Solving Circles ● Catalyst ● Intensive Student Supports Room ● Police Referral ● Alternate Education ● Substance Abuse Screening ● Rethink Modules ● Behavioral Health Team Referral ● Mediation ● Intervention Cards ● Reentry Meeting ● Threat Assessment ● Safety Plan ● Restorative Conversation ● Behavioral Contract

Level 4: A Level 4 behavior is a severe offense which presents a significant and immediate risk to the safety of the school environment. These behaviors are illegal and negatively impact the health, safety and wellness of the school community, including but not limited to students, staff, and administrators. Written formal documentation describing interventions initiated, conducted or attempted, and parent/guardian communication is required. When an incident is so severe that an immediate recommendation for expulsion is warranted, previous interventions may not have been initiated, conducted or attempted.

Student Behavior Incident	Responsive Actions
<ul style="list-style-type: none"> ● Arson ● Battery with Physical Injury ● Distribution of Prohibited Substances ● Extortion ● Fighting with Physical Injury ● Involuntary Sex Acts or Sexual Violence ● Weapon <p>**Physical injury is defined by the Illinois State Board of Education (ISBE) as a physical injury requiring medical attention (i.e. stab or bullet wounds, concussion, fractured or broken bone, or a cut requiring stitches.).</p>	<ul style="list-style-type: none"> ● Expulsion Recommendation ● 1-10 Day Out of School Suspension ● Police Referral ● Catalyst ● Alternate Education ● Substance Abuse Screening ● Behavioral Health Team Referral ● Reentry Meeting ● Threat Assessment ● Safety Plan ● Restorative Conversation

Suspension Procedures

In-School Suspension

The Superintendent or designee is authorized to maintain an in-school suspension program. The program shall include, at a minimum, each of the following:

1. Before assigning a student to in-school suspension, the charges will be explained and the student will be given an opportunity to respond to the charges.
2. Students are supervised by licensed school personnel.
3. Students are given the opportunity to complete classroom work during the in-school suspension for equivalent academic credit.

Out-of-School Suspension

The Superintendent or designee shall implement suspension procedures that provide, at a minimum, for each of the following:

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before he or she may be suspended.
2. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. An attempted phone call to the student's parent(s)/guardian(s).
4. A written notice of the suspension to the parent(s)/guardian(s) and the student, which shall:
 - a. Provide notice to the parent(s)/guardian(s) of their child's right to a review of the suspension;
 - b. Include information about an opportunity to make up work missed during the suspension for equivalent academic credit;
 - c. Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
 - d. Provide rationale or an explanation of how the chosen number of suspension days will address the threat or disruption posed by the student or his or her act of gross disobedience or misconduct; and
 - e. Depending upon the length of the out-of-school suspension, include the following applicable information:
 - i. For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose:
 - a. A threat to school safety, or
 - b. A disruption to other students' learning opportunities.
 - ii. For a suspension of 4 or more school days, an explanation:
 - a. That other appropriate and available behavioral and disciplinary interventions have been exhausted,
 - b. As to whether school officials attempted other interventions or determined that no other interventions were available for the student, and

- c. That the student's continuing presence in school would either:
 - i. Pose a threat to the safety of other students, staff, or members of the school community, or
 - ii. Substantially disrupt, impede, or interfere with the operation of the school.
- iii. For a suspension of 5 or more school days, the information listed in section 4.e.ii., above, along with documentation by the Superintendent or designee determining what, if any, appropriate and available support services will be provided to the student during the length of his or her suspension.
- 5. A summary of the notice, including the reason for the suspension and the suspension length, must be given to the Board by the Superintendent or designee.
- 6. Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. Whenever there is evidence that mental illness may be the cause for the suspension, the Superintendent or designee shall invite a representative from a local mental health agency to consult with the Board. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate. If the suspension is upheld, the Board's written suspension decision shall specifically detail items (a) and (e) in number 4, above.

Expulsion Procedures

The Superintendent or designee shall implement expulsion procedures that provide, at a minimum, for the following:

- 1. Before a student may be expelled, the student and his or her parent(s)/guardian(s) shall be provided a written request to appear at a hearing to determine whether the student should be expelled. The request shall be sent by registered or certified mail, return receipt requested. The request shall:
 - a. Include the time, date, and place for the hearing.
 - b. Briefly describe what will happen during the hearing.
 - c. Detail the specific act of gross disobedience or misconduct resulting in the decision to recommend expulsion.
 - d. List the student's prior suspension(s).
 - e. State that the School Code allows the Board of Education to expel a student for a definite period of time not to exceed 2 calendar years, as determined on a case-by-case basis.
 - f. Ask that the student or parent(s)/guardian(s) or attorney inform the Superintendent or Board Attorney if the student will be represented by an attorney and, if so, the attorney's name and contact information.
- 2. Unless the student and parent(s)/guardian(s) indicate that they do not want a hearing or fail to appear at the designated time and place, the hearing will proceed. It shall be conducted by the Board or a hearing officer appointed by it. If a hearing officer is appointed, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate. Whenever there is evidence that mental illness may be the cause for the recommended expulsion, the Superintendent

or designee shall invite a representative from a local mental health agency to consult with the Board.

3. During the expulsion hearing, the Board or hearing officer shall hear evidence concerning whether the student is guilty of the gross disobedience or misconduct as charged. School officials must provide: (1) testimony of any other interventions attempted and exhausted or of their determination that no other appropriate and available interventions were available for the student, and (2) evidence of the threat or disruption posed by the student. The student and his or her parent(s)/guardian(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified, and otherwise present reasons why the student should not be expelled. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.
4. If the Board acts to expel the student, its written expulsion decision shall:
 - a. Detail the specific reason why removing the student from his or her learning environment is in the best interest of the school.
 - b. Provide a rationale for the specific duration of the recommended expulsion.
 - c. Document how school officials determined that all behavioral and disciplinary interventions have been exhausted by specifying which interventions were attempted or whether school officials determined that no other appropriate and available interventions existed for the student.
 - d. Document how the student's continuing presence in school would (1) pose a threat to the safety of other students, staff, or members of the school community, or (2) substantially disrupt, impede, or interfere with the operation of the school.
5. Upon expulsion, the District may refer the student to appropriate and available support services.