

SECTION 4000 STUDENTS

DISCIPLINE 4200

Conduct of Students 4205

Conduct of students while in attendance at school and school sponsored activities or on school grounds requires respect for property, respect for authority and self-controlled conduct so as not to interfere with the rights and opportunities, nor injure or damage the persons or property of others. Conduct found detrimental to the students, teachers or other personnel and school property will not be permitted and may be the basis for suspensions or expulsions.

Due Process 4210

Procedural due process is afforded students to guarantee those facing disciplinary action have an opportunity to present a defense and to explain the circumstances of the alleged improper action. In case of acts resulting in suspension or expulsion, a student has the right to a review of the case before a hearing officer if the student and parents feel it is warranted. In the event of a hearing, the student has the right to be represented by legal counsel.

Suspensions 4215

If an offense dictates that for the safety, health or welfare of the students and school personnel a student may be suspended, the following procedures will be followed:

1. When a student is suspended from school the parents are to be informed of the suspension as quickly as possible by phone and by letter posted immediately. The notification should include advice as to the basis for the suspension, the length of the suspension and other terms and conditions of the suspension. The student and his/her parents have a right, upon request, to a hearing officer for a formal review of the case. They also have the option of having their attorney present at such hearing.
2. A conference with the parents is required on all suspensions. If the suspension exceeds three days, the student will not be readmitted prior to this conference.
3. During the period that the student is suspended from school he/she is excluded from participation in, or attendance at, all school curricular and extra-curricular activities.
4. Suspended students will have make-up privileges.
5. If a student reaches a fourth suspension he/she may be recommended by the school administration for expulsion.
6. Suspensions not to exceed 10 school days may be assigned by the building Principal or Dean of Students.

Expulsions

4220

Expulsion is determined by the Board of Education. Any student violating rules, regulations or policies of the school or Community High School District 155 may be recommended to the Board of Education for expulsion. Expulsions remove students from school for the entire school year or such period as designated by the Board of Education.

Disciplinary Action and Grade Reduction

4225

Grades will not be lowered because of disciplinary actions.

Misuse of Drugs - Including Alcohol

4240

Any student who, while in attendance at school or at any school-sponsored activity or on school property, has in their possession or control, or shows evidence of being under the influence, or is involved in the control, sale or distribution of any illicit drug, or alcohol, will be suspended and may be expelled from school.

Smoking

4245

The use, possession, or holding of tobacco or any tobacco based product in any form or any device which can be used for smoking a tobacco based product is prohibited while:

- On District property including in vehicles on District property.
- On School buses or any form of transportation provided by the school both on and off District property
- Attending or participating in any event or activity sponsored, conducted, approved or authorized by this District or any personnel of the Districts' schools whether on or off District property. This includes, but is not limited to all curricular, co-curricular, and extra-curricular events and activities such as field trips, athletic events, music/drama/choral trips, dances, etc.

This policy is in effect before, after, and during school, including evenings, weekends, holidays, and vacations.

Penalty for violation of this policy is as follows:

- First violation 3-day suspension
- Second violation 3-day suspension
- Third violation 5-day suspension
- Fourth violation may result in recommendation for expulsion

Students Excused During Lunch Periods

4250

All students, other than those in the cooperative education program, are expected to remain at school from the beginning of the school day until the end of the school day. With the prior written request of parents, guardian or custodian, and administration's approval, students may be excused during their designated lunch period for the school year. This privilege may be revoked because of repeated tardies to class or study hall or absences following the students' lunch period or for other behaviors deemed inappropriate.

Students who leave school during the lunch periods without prior approval of the home and school will be subject to the following penalties:

The first violation shall result in a two (2) day suspension.

The second violation shall result in a three (3) day suspension.

The third violation shall result in a five (5) day suspension.

The fourth violation may result in a recommendation for expulsion.

Care of School Property

4255

Students are expected to cooperate in keeping school buildings and facilities clean and orderly. Malicious damage may result in suspension or expulsion and will require restitution.

Student Drivers

4260

All students driving cars to school are required to register their vehicle with the school office using forms provided by the school. Specific motor vehicle regulations are spelled out in the student handbook.

Building Operational Procedures for Computer Vandalism

4265

Damage or changes made without permission to district computer hardware, computer software and/or peripheral devices will not be tolerated. Restitution may include any combination of the following:

- Payment of all expenses occurred in the repair or replacement of the damaged equipment and/or software.
- Denial of use of all district computers for a time to be determined by the computer coordinator and the administration of the building and/or be subject to discipline procedures including detention and/or suspension.
- Withdrawal from the class(es) in which computer damage occurred with the opportunity to repeat the class during a subsequent school year.
- Denial of specific computers or assignment to a specific computer for those remaining courses in which computer usage is an integral part of the required curriculum. A restriction on the type of computer and the times that the student may use the computers within the building may be imposed for those remaining courses the student must have to meet graduation requirements. The student may be denied admittance to those elective courses that require computers and are not required for graduation.

Extracurricular Eligibility and Code of Conduct

4266

All District 155 students who participate in any school sponsored or school conducted extracurricular activity must maintain academic eligibility as prescribed by Board Administrative policy and must comply with the Student Code of Conduct. Participation in extracurricular activities offers students an opportunity to develop healthful habits, self-discipline, leadership skills, citizenship, and respect for property, rules and responsibilities. However, extracurricular participation is not a right to which one is entitled, but a privilege for participants to be earned with an obligation by the participating student to comply with all rules and regulations for student

conduct as established by the Administration. These rules and regulations shall be set forth in a Student Code of Conduct which will be in effect at all times that the students is enrolled in a District 155 school (twenty-four hours a day, seven days a week, twelve months a year) for athletic or academic participation as a school representative and as otherwise set forth in the Code for all other extracurricular activities.

Internet Use

4267

The Internet is an electronic communications network which provides vast, diverse, and unique resources. Our goal in providing its service to teachers, staff, and students is to promote educational excellence in the District #155 High Schools, by facilitating resource sharing, innovation, and communication. The Internet is a tool for lifelong learning and its use is necessary for District #155 to develop students ready to live and work in the 21st century.

In a global network, it is impossible to control access to all materials at all times. Some material accessible via the Internet may be considered controversial to some people. While the District takes reasonable steps to preclude access to such materials and discourages access to any and all such sites, it is impossible for us to absolutely prevent all access. We firmly believe that the valuable information available on this worldwide network far outweighs the possibility that a responsible user may procure material that is inconsistent with our educational goals.

Access to computers, networks, and the Internet is given as a privilege to students who agree to act in a considerate and responsible manner. We require that the student and his/her parent/legal guardian read, accept, and sign the following rules prior to use and to understand what is acceptable online behavior and use.

Students are responsible for good behavior and subject to disciplinary actions when using District #155 computers just as they are in any school activity. All school rules and policies apply.

Network storage areas will be treated like school lockers and may be accessed by school personnel at any time. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly and in compliance with all rules and policies. Users should not expect that files are private.

The following types of activities are not permitted through use of Internet access at District Schools:

- Sending or displaying offensive messages or pictures
- Using obscene language
- Harassing, insulting, or attacking others
- Intentionally wasting limited resources, including time, paper, and the use of “chain letters” and messages broadcast to mailing lists or individuals
- Using another’s password
- Trespassing in another’s folders, work, or files
- Violating copyright laws
- Employing the network for commercial or political purposes
- Damaging software, computers, computer systems, or computer networks
- Revealing personal information about yourself or others
- Changing computer settings, or attempting to install or remove software from a computer
- Accessing records and changing data
- Incurring costs and expenses through the Internet which are not approved by District personnel

Violations of this policy may result in one or more of the following disciplinary and/or legal action:

- Payment of all expenses incurred in the repair or replacement of the damaged equipment and/or software
- Restricted or supervised computer access
- Loss of computer access
- Suspension from the class(es) in which computer damage or improper use occurred
- Denial to those elective courses that require computers and are not required for graduation
- Suspension or expulsion from school

I have read the rules for acceptable online and general computer use and behavior. I understand the rules and agree to comply with all the rules. Should I violate any rule, I understand that I may lose network privileges at my school and be subject to other discipline.

Student Signature _____ Date _____

As the parent/legal guardian of the minor student signing above, I grant permission for the above student to access networked computer services. I understand that some materials on the Internet may be objectionable, but I accept responsibility for providing guidance to the above student on Internet use both inside and outside of school setting and conveying standards for the above student to follow when selecting, sharing, or exploring information and media. I agree to be personally responsible for any damage or expense caused by the above student.

Parent or Guardian Signature _____ Date _____