

DEXTER R-XI
SCHOOL DISTRICT

Discipline Policies
2015 – 2016

Discipline Policies 2015 - 2016

Dexter R-XI Public School's policy JG and Missouri Revised Statue Section *160.261* require the district to provide every student with a copy of the comprehensive discipline policy at the beginning of each school year. Additionally, students new to the district will receive the comprehensive discipline policy upon enrollment. This policy is also available in the superintendent's office during normal business hours, along with all Dexter R- XI Public Schools policies on the website at dexter.k12.mo.us.

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PROHIBITION AGAINST ILLEGAL DISCRIMINATION AND HARASSMENT

The Dexter R-XI School District Board of Education is committed to maintaining a workplace and educational environment that is free from illegal discrimination or harassment in admission or access to, or treatment or employment in, its programs, activities and facilities. Discrimination or harassment against employees, students or others on the basis of race, color, religion, sex, national origin, ancestry, disability, age or any other characteristic protected by law is strictly prohibited in accordance with law. The Dexter R-XI School District is an equal opportunity employer. Students, employees and others will not be disciplined for speech in circumstances where it is protected by law. The Board also prohibits:

1. Retaliatory actions based on making complaints of prohibited discrimination or harassment or based on participation in an investigation, formal proceeding or informal resolution concerning prohibited discrimination or harassment.
2. Aiding, abetting, inciting, compelling or coercing discrimination or harassment.
3. Discrimination or harassment against any person because of such person's association with a person protected from discrimination or harassment due to one (1) or more of the above-stated characteristics.

All employees, students and visitors must immediately report to the district for investigation any incident or behavior that could constitute illegal discrimination or harassment.

Additional Prohibited Behavior

Behavior that is not unlawful or does not rise to the level of illegal discrimination or harassment might still be unacceptable for the workplace or the educational environment. Demeaning or otherwise harmful actions are prohibited, particularly if directed at personal characteristics including, but not limited to, socioeconomic level, sexual orientation or perceived sexual orientation.

Consequences

Employees who violate this policy will be disciplined, up to and including employment termination. Students who violate this policy will be disciplined, which may include suspension or expulsion. Patrons, contractors, visitors or others who violate this policy may be prohibited from school grounds or otherwise restricted while on school grounds. The superintendent or designee will contact law enforcement or seek a court order to enforce this policy when necessary or when actions may constitute criminal behavior.

In accordance with law and district policy, any person suspected of abusing or neglecting a child will be reported to the Children's Division (CD) of the Department of Social Services.

Definitions

Discrimination – Conferring, refusing or denying benefits or providing differential treatment to a person or class of persons in violation of law based on race, color, religion, sex, national origin, ancestry, disability, age or any other characteristic protected by law, or based on a belief that such a characteristic exists.

Harassment – A form of discrimination, as defined above, that occurs when the school or work environment becomes permeated with intimidation, ridicule or insult that is sufficiently severe or pervasive enough that it unreasonably alters the employment or educational environment.

Behaviors that could constitute illegal harassment include, but are not limited to, the following acts if based on race, color, religion, sex, national origin, ancestry, disability, age or any other characteristic protected by law or a belief that such a characteristic exists: graffiti; display of written material or pictures; name calling; slurs; jokes; gestures; threatening, intimidating or hostile acts; theft; or damage to property.

Sexual Harassment – A form of discrimination, as defined above, on the basis of sex. Sexual harassment is unwelcome conduct that occurs when a) benefits or decisions are implicitly or explicitly conditioned upon submission to, or punishment is applied for refusing to comply with, unwelcome sexual advances, requests for sexual favors or conduct of a sexual nature; or b) the school or work environment becomes permeated with intimidation, ridicule or insult that is based on sex or is sexual in nature and that is sufficiently severe or pervasive enough to alter the conditions of participation in the district's programs and activities or the conditions of employment. Sexual harassment may occur between members of the same or opposite sex. The district presumes a student cannot consent to behavior of a sexual nature with an adult regardless of the circumstance.

Behaviors that could constitute sexual harassment include, but are not limited to:

1. Sexual advances and requests or pressure of any kind for sexual favors, activities or contact.
2. Conditioning grades, promotions, rewards or privileges on submission to sexual favors, activities or contact.
3. Punishing or reprimanding persons who refuse to comply with sexual requests, activities or contact.
4. Graffiti, name calling, slurs, jokes, gestures or communications of a sexual nature or based on sex.
5. Physical contact or touching of a sexual nature, including touching of intimate parts and sexually motivated or inappropriate patting, pinching or rubbing.

Grievance – A verbal or written report (also known as a complaint) of discrimination or harassment made to the compliance officer.

Compliance Officer

The Board designates the following individual to act as the district's compliance officer:

Assistant Superintendent
1031 Brown Pilot Lane, Dexter, MO 63841
Ph: (573) 614-1000; Fax: (573) 614-1002

The compliance officer will:

1. Coordinate district compliance with this policy and the law.
2. Receive all grievances regarding discrimination and harassment in the Dexter R-XI School District.
3. Serve as the district's designated Title IX, Section 504 and Americans with Disabilities Act (ADA) coordinator, as well as the contact person for compliance with other discrimination laws.
4. Investigate or assign persons to investigate grievances; monitor the status of grievances; and recommend consequences.
5. Seek legal advice when necessary to enforce this policy.
6. Report to the superintendent and the Board aggregate information regarding the number and frequency of grievances and compliance with this policy.
7. Make recommendations regarding the implementation of this policy.
8. Coordinate and institute training programs for district staff and supervisors as necessary to meet the goals of this policy, including instruction in recognizing behavior that constitutes discrimination and harassment.
9. Perform other duties as assigned by the superintendent.

In the event the compliance officer is unavailable or is the subject of a report that would otherwise be made to the compliance officer, reports should instead be directed to the acting compliance officer:

Superintendent
1031 Brown Pilot Lane, Dexter, MO 63841
Ph: (573) 614-1000; Fax: (573) 614-1002

Public Notice

The superintendent or designee will continuously publicize the district's policy prohibiting illegal discrimination and harassment and disseminate information on how to report discrimination and harassment. Notification of the district's policy will be posted in a public area of each building used for instruction or employment or open to the public. Information will also be distributed annually to employees, parents/guardians and students as well as to newly enrolled students and newly hired employees. District bulletins, catalogs, application forms, recruitment material and the district's website will include a statement that the Dexter R-XI School District does not discriminate in its programs, activities, facilities or with regard to employment. The district will provide information in alternative formats when necessary to accommodate persons with disabilities.

Reporting

All persons must report incidents that might constitute illegal discrimination or harassment directly to the compliance officer or acting compliance officer. All district employees will direct all persons seeking to make a grievance directly to the compliance officer. Even if the potential victim of discrimination or harassment does not file a grievance, district employees are required to report to the compliance officer any observations, rumors or other information regarding discrimination or harassment prohibited by this policy. If a verbal grievance is made, the person will be asked to submit a written complaint to the compliance officer or acting compliance officer. If a person refuses or is unable to submit a written complaint, the compliance officer will summarize the verbal complaint in writing. A grievance is not needed for the district to take action upon finding a violation of law, district policy or district expectations.

Students, employees and others may address concerns directly with the person alleged to have caused harassment or discrimination in an attempt to resolve the issue, but are not expected or required to do so.

Student-on-Student Harassment

Building-level administrators are in a unique position to identify and address discrimination and harassment between students, particularly when behaviors are reported through the normal disciplinary process and not through a grievance. The administrator has the ability to immediately discipline a student for any behavior that otherwise would lead to disciplinary action in accordance with the district's discipline policy. The administrator will report all incidents of harassment and discrimination to the compliance officer and will direct the parent/guardian and student to the compliance officer for further assistance. The compliance officer may determine that the incident has been appropriately addressed or recommend additional action. When a grievance is filed, the investigation and complaint process detailed below will be used.

Investigation

The district will immediately investigate all grievances. All persons are required to cooperate fully in the investigation. The district compliance officer or other designated investigator may utilize an attorney or other professionals to conduct the investigation.

In determining whether alleged conduct constitutes discrimination or harassment, the district will consider the surrounding circumstances, the nature of the behavior, the relationships between the parties involved, past incidents, the context in which the alleged incidents occurred and all other relevant information. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all of the facts and surrounding circumstances. If, after investigation, school officials determine that it is more likely than not that discrimination, harassment or other prohibited behavior has occurred, the district will take immediate corrective action.

Grievance Process Overview

1. If a person designated to hear a grievance or appeal is the subject of the grievance, the next highest step in the grievance process will be used.
2. Investigation and reporting deadlines are not mandatory upon the district when more time might be necessary to adequately conduct an investigation and to render a decision. When extended, the person filing the complaint will be notified. If more than twice the allotted time has expired without a response, the appeal may be taken to the next level.
3. Failure of the person filing the grievance to appeal within the timelines given will be considered acceptance of the findings and remedial action taken.
4. The district will investigate all grievances, even if an outside enforcing agency such as the Office for Civil Rights, law enforcement or the CD is also investigating a complaint arising from the same circumstances.
5. The district will only share information regarding an individually identifiable student or employee with the person filing the grievance or other persons if allowed by law and in accordance with Board policy.
6. Upon receiving a grievance, district administrators or supervisors, after consultation with the compliance officer, will take immediate action if necessary to prevent further potential discrimination or harassment during the pending investigation.

Grievance Process

1. Level I – A grievance is filed with the district's compliance officer. The compliance officer may, at his or her discretion, assign a school principal or other appropriate supervisor to conduct the investigation when appropriate.
2. Regardless of who investigates the grievance, an investigation will commence immediately, but no later than ten (10) working days after the compliance officer receives the grievance. The compliance officer will complete a written report within 30 working days of receiving the grievance that 1) summarizes the facts; 2) makes conclusions on whether the facts constitute a violation of this policy; and 3) if a violation of this policy is found, recommends corrective action to the superintendent. If someone other than the compliance officer conducts the investigation, the compliance officer or acting compliance officer will review and sign the report. The person who filed the grievance will be notified in writing, in accordance with law and district policy, regarding whether the policy has been violated.
3. Level II – Within five (5) working days after receiving the Level I decision, the person filing the grievance may appeal the compliance officer's decision to the superintendent by notifying the superintendent in writing. The superintendent may, at his or her discretion, designate another person (other than the compliance officer) to review the matter when appropriate.
4. Within ten (10) working days, the superintendent will complete a written decision on the appeal, stating whether a violation of this policy is found and, if so, stating what corrective actions will be implemented. If someone other than the superintendent conducts the appeal, the superintendent will review and sign the report before it is given to the person appealing. A copy of the appeal and decision will be given to the compliance officer or acting compliance officer. The person who filed the grievance will be notified in writing, in accordance with law and district policy, regarding whether the policy has been violated.
5. Level III – Within five (5) working days after receiving the Level II decision, the person filing the grievance may appeal the superintendent's decision to the Board by notifying the Board secretary in writing. The person filing the grievance will be allowed to address the Board, and the Board may call for the presence of such other persons deemed necessary. The Board will issue a decision within 30 working days for implementation by the administration. The Board's decision and any actions taken are final. The Board secretary will give the compliance officer or acting compliance officer a copy of the appeal and decision. The person who filed the grievance will be notified in writing, in accordance with law and district policy, regarding whether the policy has been violated.

Confidentiality and Records

To the extent permitted by law and in accordance with Board policy, the district will keep confidential the identity of the person filing a grievance and any grievance or other document that is generated or received pertaining to grievances. Information may be disclosed if necessary to further the investigation, appeal or resolution of a grievance, or if necessary to carry out disciplinary measures. The district will disclose information to the district's attorney, law enforcement, the CD and others when necessary to enforce this policy or when required by law. In implementing this policy, the district will comply with state and federal laws regarding the confidentiality of student and employee records. Information regarding any resulting employee or student disciplinary action will be maintained and released in the same manner as any other disciplinary record.

JEC

SCHOOL ADMISSIONS

Student Admission

The Board of Education shall provide free public education to all students who are residents of the school district and who are between the ages of five (5) and 21 years and who otherwise qualify for admission under Missouri law unless otherwise required by federal law. Federal law also requires the district to provide services to resident students qualifying for special education services between the ages of three (3) and 21. Any senior qualifying for graduation at the end of the school semester and attaining age 21 during the course of the semester may complete that particular semester tuition free.

Persons seeking admission to the district and its instructional programs must satisfactorily meet all residency, academic, age, immunization, discipline and other eligibility prerequisites as established by Board policy and law. Students enrolling in kindergarten or first grade must provide proof of a comprehensive vision examination by January 1 of the first year in the district, in accordance with law. Students who are homeless will be admitted in accordance with Board policy and law.

Students who transfer to the district from another district will be placed in accordance with Board policy.

Entrance Age

In accordance with law, a student is eligible for admission to attend the Dexter R-XI School District, and is eligible for admission to summer school the summer prior to entering kindergarten, if the student:

1. Reaches the age of five (5) before August 1 of the school year in which he or she plans to enroll.
2. Has attended school, or the summer school prior to a kindergarten school term, in the St. Louis School District or the Kansas City School District, regardless of the age of the student.
3. Is a child in the household of an active duty member of the military, including some veterans who are deceased or injured as defined by law, who has successfully completed an accredited pre-kindergarten program or has attended an accredited kindergarten in another state, regardless of the age of the student.

A student eligible to attend who has previously attended a kindergarten program or otherwise demonstrates to the satisfaction of the district that he or she is socially and academically ready to progress may be placed in a class, grade or program that would best meet the student's educational needs, after consultation with the student's parent/guardian. Likewise, a student who demonstrates that he or she is not socially or academically ready to enter kindergarten or the grade in which he or she would otherwise be placed may be placed in a preschool or other appropriate class or program offered by the district, after consultation with the student's parent/guardian.

Students who are entering kindergarten or first grade are encouraged to preregister in the spring prior to the fall semester in which they are to begin attendance. Students entering the schools in the district will be required to present a birth certificate or other acceptable proof of age if necessary to determine whether the student is eligible to attend school.

Requests for Student Records

Within two (2) business days of enrolling a student, the school official enrolling the student shall request those records required by district policy for student transfer, including discipline records, from all schools previously attended by the student within the last 12 months.

Within 48 hours of enrolling a nonresident student placed in the district pursuant to §§ 210.481 - .536, RSMo., via foster homes, residential care facilities or child-placing agencies, the school official enrolling the student shall request those records required by district policy for student transfer, including discipline records, from all schools and facilities previously attended by the student; the Department of Social Services; the Department of Mental Health; the Department of Elementary and Secondary Education; and any entity involved with the placement of the student within the last 24 months.

The district will accept hand-carried or unofficial records for the purpose of enrolling a student transferring from another state who is in the household of an active duty member of the military, including some veterans who are deceased or injured as defined by law, but will request official records in accordance with this policy.

Foster Children

The district designates the Director of Federal Programs as the liaison for foster care children. The liaison will provide advisory assistance regarding all aspects of the enrollment, placement, transfer and withdrawal of children in foster care.

Statement of Prior Suspension, Expulsion or Criminal Offense

The Board of Education requires the parent, guardian or other person having control or charge of a child of school age to provide upon enrollment a signed statement indicating whether the student has been suspended or expelled from a public or private school in this state or any other state for an offense in violation of Board policies. In addition, the person enrolling the student must affirm that the student has not been convicted of or charged with an act listed in the "Admission Restriction" section of this policy. This registration document shall be maintained as a part of the student's scholastic record.

Students Suspended or Expelled from Another District

Without the superintendent's or designee's permission, no student may enroll in a school in the district during a suspension or expulsion from another in-state or out-of-state school district, including a private, charter or parochial school or school district, if it is determined upon attempt to enroll that the student's conduct would have resulted in a suspension or expulsion in this district. The parent/guardian or student may request a conference with the superintendent or designee to consider whether the conduct of the student would have resulted in a suspension or expulsion in this district. The superintendent or designee may make such suspension or expulsion from another district effective if it is determined that such conduct would have resulted in a suspension or expulsion in this district. If it is determined that such conduct would not have resulted in a suspension or expulsion in this district, the superintendent or designee shall not make such suspension or expulsion from another school or district effective. The superintendent or designee will consider whether the student has received the due process required by law before making any decision.

A remedial conference will be held in accordance with Board policy prior to enrollment of any student following a suspension or expulsion from another school for an act of school violence as defined in § 160.261.2, RSMo. The remedial conference will be held regardless of whether such act was committed at a public or private school in this state, provided that such act shall have resulted in the suspension or expulsion of such student in the case of a private school.

Admission Restriction

In accordance with § 167.171, RSMo., no student may be readmitted or enrolled to a regular program of instruction in the school district who has been convicted of or charged with an act that if committed by an adult would be one (1) of the following:

1. First degree murder under § 565.020, RSMo.
2. Second degree murder under § 565.021, RSMo.
3. First degree assault under § 565.050, RSMo.
4. Forcible rape under § 566.030, RSMo.
5. Forcible sodomy under § 566.060, RSMo.
6. Statutory rape under § 566.032, RSMo.
7. Statutory sodomy under § 566.062, RSMo.
8. Robbery in the first degree under § 569.020, RSMo.
9. Distribution of drugs to a minor under § 195.212, RSMo.
10. Arson in the first degree under § 569.040, RSMo.
11. Kidnapping, when classified as a class A felony under § 565.110, RSMo.

Nothing in this section shall prohibit the readmittance or enrollment of any student if a charge has been dismissed or when a student has been acquitted of any of the above acts. This section does not apply to a student with a disability, as identified under state eligibility criteria, who is convicted as a result of an action related to the student's disability. If the district maintains an alternative education program, and the district determines that the placement is appropriate, a student subject to these admissions restrictions may be admitted to such an alternative education program.

ADMISSION OF RESIDENT STUDENTS

JECA

In order to register a student, the parent, legal guardian, military guardian, person acting as a parent or the student shall provide proof of residency or request a waiver of proof of residency as outlined below and shall complete all admission requirements as determined by Board policies, regulations and procedures. Students who do not meet the residency requirements and are not eligible for a waiver of proof of residency may only apply for admission in accordance with Board policy JECB.

A student is a "resident" student if he or she meets at least one (1) of the following criteria:

1. The student physically resides and is domiciled in the district. The domicile of a minor child shall be the domicile of a parent, military guardian pursuant to a military-issued guardianship or court-appointed legal guardian. A "power of attorney" document alone, except a special power of attorney document relevant to the guardianship of a child in the household of an active duty member of the military, is insufficient to satisfy the "court-appointed legal guardian" requirement.
2. The student physically resides in the district for reasons other than obtaining access to the district's schools, regardless of with whom the student is living, and has a waiver of proof of residency on file.
3. The student is otherwise legally entitled to attend school in the district including, but not limited to: a student who is a homeless child; a student attending a school not in the student's district of residence as a participant in an inter-district transfer program established under a court-ordered desegregation program; a student who is a ward of the state and has been placed in a residential care facility by state officials; a student who has been placed in a residential care facility due to a mental illness or developmental disability; a student attending a school pursuant to §§ 167.121 and 167.151, RSMo.; a student placed in a residential facility by a juvenile court; a student with a disability identified under state eligibility criteria if the student is in the district for reasons other than accessing the district's educational program; a student attending a regional or cooperative alternative education program; or a student attending an alternative education program on a contractual basis.
4. The student is a transitioning military student who was enrolled in the Dexter R-XI School District, but is placed in the care of someone other than the student's parent or military or legal guardian who resides in another school district. Such student will be allowed to continue to attend school in the Dexter R-XI School District without payment of tuition. A transitioning military student is a student who is in the process of transferring from one (1) state or school district to another state or school district and was or is currently in the household of an active duty member of the military, including some veterans who are deceased or injured as defined by law.

Waiver of Proof of Residency

In cases where a student living in the district wishes to register but the student does not live with a parent, military guardian or court-appointed guardian in the district, the student, parent, military guardian, legal guardian or person acting as a parent must request a waiver of proof of residency. Waiver of proof of residency may only be granted on the basis of hardship or good cause. Good cause shall include situations where the student is living in the district for reasons other than attending school in the district. Under no circumstances shall athletic ability be a valid basis of hardship or good cause for the issuance of a waiver.

The Board delegates to the superintendent or designee the responsibility of bringing to the Board's attention any application for a waiver in which the student is not clearly entitled to attend school in the district. All other applications will be accepted and granted on behalf of the Board. Once an application for a waiver has been identified for Board review, the Board shall convene a hearing to consider the request as soon as possible, but no later than 45 days after the receipt of the waiver request, or else the waiver shall be granted. The Board president may appoint a committee of the Board to act in lieu of the Board to consider waiver requests.

Once a waiver of proof of residency has been requested, the student may be permitted to register and attend school until such time as the Board decides to grant or deny the waiver request. If the Board grants the waiver request, the student will be allowed to continue attending school in the district. If the Board denies the waiver request, the student shall not be allowed to continue attending school in the district.

In instances where there is reason to suspect that admission of the student will create an immediate danger to the safety of other students and employees of the district, the superintendent or designee may convene a hearing within five (5) working days of the registration request to determine whether the student may register.

A transitioning military student who is placed in the care of someone other than the student's parent or military or legal guardian who resides within the district will be granted a waiver without a hearing and allowed to attend school in the district without the payment of tuition.

STUDENT DISCIPLINE

JG

It is essential that the district maintain a classroom environment that allows teachers to communicate effectively with all students in the class and allows all students in the class to learn. To assist district staff in maintaining the necessary classroom environment, the Board of Education has created a discipline code that addresses the consequences, including suspension or expulsion, for students whose conduct is prejudicial to good order and discipline in the schools or impairs the morale or good conduct of other students. The comprehensive written code of conduct of the district is composed of this policy and includes, but is not limited to, the following policies, procedures and regulations: JG-R, JGA, JGB, JGD, JGE and JGF. A copy of the district's comprehensive written code of conduct will be distributed to every student and the parents/guardians of every student at the beginning of each school year and will be available in the superintendent's office during normal business hours.

Application

These policies, regulations and procedures will apply to all students in attendance in district instructional and support programs as well as at school-sponsored activities. Off-campus misconduct that adversely affects the educational climate will also be subject to these policies, regulations and procedures. Students who have been charged, convicted or pled guilty in a court of general jurisdiction for commission of a felony may be suspended in accordance with law.

The Board authorizes the immediate removal of a student upon a finding by a principal or superintendent that the student poses a threat of harm to self or others, as evidenced by the prior conduct of such student. Any such removal will be subject to the appropriate due process procedures and in accordance with law.

No student may be confined in an unattended locked space except in an emergency situation while awaiting the arrival of law enforcement personnel. For the purpose of this policy, a student is unattended if no person has visual contact with the student, and a locked space is a space that the student cannot reasonably exit without assistance.

Enforcement

Building principals are responsible for the development of additional regulations and procedures regarding student conduct needed to maintain proper behavior in schools under their supervision. All such regulations and procedures shall be consistent with Board-adopted discipline policies.

Teachers have the authority and responsibility to make and enforce necessary rules for internal governance in the classroom, subject to review by the building principal. The Board expects each teacher to maintain a satisfactory standard of conduct in the classroom. All district staff are required to enforce district policies, regulations and procedures in a manner that is fair and developmentally appropriate and that considers the student and the individual circumstances involved.

All employees of the district shall annually receive instruction related to the specific contents of the district's discipline policy and any interpretations necessary to implement the provisions of the policy in the course of their duties including, but not limited to, approved methods of dealing with acts of school violence, disciplining students with disabilities and instruction in the necessity and requirements for confidentiality.

JG-R

STUDENT DISCIPLINE
(The Student Code of Conduct)

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law. Short term and long term suspensions as described in this policy may be assigned in an alternative educational setting where appropriate. This code includes, but is not necessarily limited to, acts of students on school property, including playgrounds, parking lots and school transportation, or at a school activity, whether on or off school property.

Reporting to Law Enforcement

It is the policy of the Dexter R-XI School District to report all crimes occurring on school grounds to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student who the district is aware is under the jurisdiction of the court.

Documentation in Student's Discipline Record

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.

Participation in Activities

Students who are suspended or expelled for any reason are prohibited from attending or taking part in any district-sponsored activity, regardless of location, or any activity that occurs on district property. Students who violate this provision will be required to leave the activity and may face further discipline, including an additional period of suspension or expulsion.

Prohibition against Being on or near School Property during Suspension

All students who are suspended or expelled are prohibited from being on school property for any reason unless permission is granted by the superintendent or designee.

Any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any public school in the district unless one (1) of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian or custodian.
2. The student is under the direct supervision of another adult designated by the student's parent, legal guardian or custodian. The designation must be made in advance and in writing to the principal of the school that suspended the student.
3. The student is in an alternative school that is located within 1,000 feet of a public school in the district.
4. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates this prohibition he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension," listed below.

Impact on Grades

As with any absence, absences due to an out-of-school suspension may result in the student earning a lower grade in accordance with the district's policy on absences.

Prohibited Conduct

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

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

First Offense:	Saturday School Detention, 1-180 days out-of-school suspension, or expulsion. Restitution if appropriate.
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Subsequent Offense:	1-180 days out-of-school suspension or expulsion. Restitution if appropriate.
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Assault

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

First Offense:	Principal/Student conference, academic reassignment, Saturday School, detention, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

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

First Offense:	Expulsion.
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Automobile/Vehicle Misuse – Un-courteous or unsafe driving on or around school property, unregistered parking, failure to move vehicle at the request of school officials, failure to follow directions given by school officials or failure to follow established rules for parking or driving on school property.

First Offense:	Suspension or revocation of parking privileges, detention, academic reassignment, or 1-10 days out-of-school suspension.
Subsequent Offense:	Revocation of parking privileges, detention, academic reassignment, or 1-180 days out-of-school suspension.

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

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

Bus or Transportation Misconduct (see Board policy JFCC) – Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.

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

First Offense:	Nullification of forged document. Principal/Student conference, detention, academic reassignment.
Subsequent Offense:	Nullification of forged document. Detention, Saturday School, academic reassignment, or 1-180 days out-of-school suspension.

Disrespectful or Disruptive Conduct or Speech (see Board policy AC if illegal harassment or discrimination is involved) – Verbal, written, pictorial or symbolic language or gesture that is directed at any person that is in violation of district policy or is otherwise rude, vulgar, defiant, or considered inappropriate in educational settings or that materially and substantially disrupts classroom work, school activities or school functions. Students will not be disciplined for speech in situations where it is protected by law.

First Offense:	Principal/Student conference, detention, academic reassignment, Saturday School or 1-10 days out-of-school suspension.
Subsequent Offense:	Detention, academic reassignment, Saturday School, 1-180 days out-of-school suspension, or expulsion.

Drugs (see Board policies JFCH and JHCD) – Dexter Public Schools will not tolerate the use, possession, purchase, sale or resultant behaviors of drugs, inhalants or other mind-altering substances on school property or at school-sponsored functions. The following disciplinary procedures will be followed in compliance with the student's due process rights. Illicit use or unlawful possession of drugs is wrong and harmful.

If at any time a student is found to be in possession of or under the influence of drugs, inhalants or other mind-altering substances, on school property or at a school-sponsored event, without a prescription, the following steps will be followed:

Consequence:	Notification of law enforcement officials, parents and school officials. All drugs and paraphernalia will be given to law enforcement officials. The principal will suspend the student for a period of ten (10) school days and will recommend to the superintendent that the student be suspended from school for a period of up to 90 school days and from extracurricular activities for up to one (1) year. If suspended for more than ten (10) days, the student must seek approval of the Dexter R-XI Board of Education for re-admittance to school.
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Alcohol (see Board policies JFCH and JHCD) – Dexter Public Schools will not tolerate the use, possession, purchase, sale, or resultant behaviors of alcohol on school property or at school sponsored functions. The following disciplinary procedures will be followed in compliance with the student's due process rights. Illicit use or unlawful possession of alcohol is wrong and harmful.

If at any time a student is found to be in possession, use, or under the influence of alcohol on school property or at a school sponsored event, the following steps will be followed:

First Offense:	Notification to parent/guardian, appropriate school officials and law enforcement officials. The student will be required to attend 18 hours of Saturday School. Failure to attend Saturday School will result in report to the juvenile authorities, police or sheriff. The student will be suspended from all extracurricular*** activities for a period of up to nine (9) weeks.
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Second Offense:	Notification to parent/guardian, appropriate school officials and law enforcement officials. The student will receive a 10-day suspension from school. The student will be suspended from all extracurricular*** activities for a period of up to 18 weeks.
Third Offense:	Notification to parent/guardian, appropriate school officials and law enforcement officials. The principal will suspend the student for 10 days and will recommend to the superintendent that the student be suspended for a period of up to 18 weeks. If suspended for more than ten (10) days, the student will seek approval of the Dexter R-XI Board of Education for re-admittance. The student will be suspended from all extracurricular*** activities for a period of up to one (1) year.

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

First Offense:	Principal/Student conference, detention, academic reassignment, Saturday School, or 1-10 days out-of-school suspension.
Subsequent Offense:	Academic reassignment, Saturday School, 1-180 days out-of-school suspension, or expulsion.

Failure to Care for or Return District Property – Loss of, failure to return, or damage to district property including, but not limited to books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense:	Restitution. Principal/Student conference, detention, or academic reassignment
Subsequent Offense:	Restitution. Detention or academic reassignment.

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

In determining whether to suspend or expel a student, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence within 1,000 feet of the school is disruptive to the educational process or undermines the effectiveness of the school's discipline policy.

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

False Alarms (see also "Threats or Verbal Assault") – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of school property.

First Offense:	Restitution. Principal/Student conference, detention, academic reassignment, corporal punishment, Saturday School Detention, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	Restitution. In-school suspension, Saturday School Detention, 1-180 days out-of-school suspension, or expulsion.

Fighting (see also, "Assault") – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense:	Principal/Student conference, detention, academic reassignment, corporal punishment, Saturday School Detention, or 1-180 days out-of-school suspension.
Subsequent Offense:	Academic reassignment, Saturday School, 1-180 days out-of-school suspension, or expulsion.

Harassment, including Sexual Harassment (see Board policy AC)

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability, or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; request for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense:	Principal/Student conference, detention, academic reassignment, Saturday School, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	Academic reassignment, Saturday School, 1-180 days out-of-school suspension, or expulsion.

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability, or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

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

Hazing (see Board policy JFCF) – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or school-sponsored activity. Hazing may occur even when all students involved are willing participants.

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

Incendiary Devices or Fireworks – Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff.

First Offense:	Confiscation. Warning, principal/student conference, detention, Saturday School or academic reassignment
Subsequent Offense:	Confiscation. Detention, Saturday School, academic reassignment, or 1-10 days out-of-school suspension.

Nuisance Items – Possession or use of items such as unauthorized, personal toys, games, portable media players and other electronic devices.

First Offense:	Confiscation. Warning, principal/student conference, detention, Saturday School or academic reassignment
Subsequent Offense:	Confiscation. Detention, Saturday School, academic reassignment, or 1-10 days out-of-school suspension.

Public Display of Affection – Physical contact that is inappropriate for the school setting including, but not limited to, kissing and groping.

First Offense:	Principal/Student conference, detention, academic reassignment, Saturday School, or 1-180 days out-of-school suspension.
Subsequent Offense:	Academic reassignment, after-school detention, Saturday School, 1-180 days out-of-school suspension, or expulsion.

Sexting and/or Possession of Sexually Explicit, Vulgar, or Violent Material – Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

First Offense:	Confiscation. Principal/Student conference, detention, Saturday School, academic reassignment, or 1-10 days out-of-school suspension.
Subsequent Offense:	Confiscation. Detention, Saturday School, academic reassignment, 1-180 days out-of-school suspension, or expulsion.

Technology Misconduct – Student Violation of Expressed and Implied Rules (see Board policies EHB and KKB and procedure EHB-AP)

1. Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

First Offense:	Restitution. Documentation of offense in appropriate building office, warning of unacceptable behavior, and any discipline procedure supported by in-class rules for first offenses.
Second Offense:	Restitution. Principal/student conference, documentation of offense in appropriate building office, any discipline procedure supported by in-class rules for second offenses, and/or loss of computer privileges for up to two weeks.
Third Offense:	Restitution. Principal/student conference, documentation of offense in appropriate building office, and/or loss/restriction of computer privileges for the remainder of the school year that may include loss of access to computer-based library materials, and/or dismissal from classes requiring computer use.

2. Violations of the AUP that involve employees, false identity, hacking, cracking, tampering with data or grades, or actions capable of disrupting computing services will be handled on a case by case basis by the building principal, technology coordinator, and superintendent. Offenses of this nature need not follow the escalating procedure listed above due to the overriding need to protect computer equipment, resources, data, and services. Violations may result in, but are not limited to the following consequences based on the severity and nature of the infraction.

All Offenses:	Restitution. Any traditional discipline procedure supported by current school district policy, loss of Computer Facility privileges, dismissal from any or ALL computer-related classes, and/or legal action.
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Theft – Theft, attempted theft or knowing possession of stolen property.

First Offense:	Return of or restitution for property. Principal/Student conference, detention, academic reassignment, Saturday School, or 1-180 days out-of-school suspension.
Subsequent Offense:	Return of or restitution for property. 1-180 days out-of-school suspension or expulsion.

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

First Offense:	Principal/Student conference, detention, academic reassignment, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	Academic reassignment, 1-180 days out-of-school suspension, or expulsion.

Tobacco – Dexter Public Schools will not tolerate the personal possession or use of tobacco products by students at school or at school-sponsored functions. The following disciplinary procedures will be followed in compliance with the student's due process rights.

First Offense:	Notification of parent/guardian and appropriate school officials. The student will serve six (6) hours of Saturday School. Students under the age of 18 failing to attend assigned Saturday School will be reported to the police for violation of municipal tobacco ordinances. Students over the age of 18 not attending assigned Saturday School will be suspended for one (1) day in accordance with the Board attendance policy. The student will be suspended from all extracurricular*** events for a period of up to 45 school days.
Second Offense:	Notification of parent/guardian and appropriate school officials. The student will serve 18 hours of Saturday School. Students under the age of 18 failing to attend Saturday School will be reported to police for violation of municipal tobacco ordinances. Students over the age of 18 not attending assigned Saturday School will be suspended for three (3) days in accordance with the Board attendance policy. The student will be suspended from extracurricular*** activities for a period of up to 90 school days.
Third Offense:	Notification of parent/guardian and appropriate school officials. Students under the age of 18 will be reported to police for violation of municipal tobacco ordinances. The principal will suspend the student for a period of five (5) days in accordance with the Board attendance policy. The student will be suspended from all extracurricular*** activities for a period of up to one (1) school year.

Note: According to Dexter Police and City Attorney, City Ordinance 3813 makes it illegal for any minor (defined as anyone under the age of 18 years) to possess or to purchase tobacco products in the City of Dexter. This is the basis for referring anyone under the age of 18 to the police for use or possession of tobacco products.

Truancy (see Board policy JED and procedures JED-AP1 and JED-AP2) – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians.

First Offense:	Principal/Student conference, parent notification, after-school detention, or Saturday School.
Subsequent Offense:	After-school detention, Saturday School, 1-10 days academic reassignment, or 1-10 days out-of-school suspension.

Unauthorized Entry – Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

First Offense:	Principal/Student conference, detention, academic reassignment, or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

Vandalism (see Board policy ECA) – Willful damage or the attempt to cause damage to real or personal property belonging to the school, staff or students.

First Offense:	Restitution. Principal/Student conference, detention, academic reassignment, Saturday School, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	Restitution. Academic reassignment, 1-180 days out-of-school suspension, or expulsion.

Weapons (see Board policy JFCJ)

1. Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo.

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

2. Possession or use of a firearm as defined in 18 U.S.C. § 921 or any instrument or device defined in § 571.010, RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense:	One (1) calendar year suspension or expulsion, unless modified by the superintendent.
Subsequent Offense:	Expulsion.

3. Possession of a knife that is not considered a weapon, as defined in 18 U.S.C. 921 or 571.010 RSMo, so long as the knife was not used in a threatening manner.

First Offense:	Seizure of knife.** Principal/student conference.
Subsequent Offense:	Seizure of knife.** Principal/parent conference, detention, academic reassignment, corporal punishment, Saturday School, or 1-180 days out-of-school suspension.

** A parent/guardian will be required to retrieve the knife from the building administrator.

*** Any school-sponsored activity outside the regular school curriculum

WEAPONS IN SCHOOL

The Board recognizes the importance of preserving a safe educational environment for students, employees and patrons of the district. In order to maintain the safety of the educational community, the district will strictly enforce the necessary disciplinary consequences resulting from the use or possession of weapons on school property. No student may possess a weapon on school property at any time, except as specifically authorized during a school-sponsored or school-sanctioned activity permitting weapons. The school district will provide secured storage of student firearms if necessary.

School property is defined as: Property utilized, supervised, rented, leased, or controlled by the school district including but not limited to school playgrounds, parking lots and school buses, and any property on which any school activity takes place.

A weapon is defined to mean one or more of the following:

1. A firearm as defined in 18 U.S.C. § 921.
2. A blackjack, concealable firearm, firearm, firearm silencer, explosive weapon, gas gun, knife, knuckles, machine gun, projectile weapon, rifle, shotgun, spring gun, switchblade knife, as these terms are defined in § 571.010, RSMo.
3. A dangerous weapon as defined in 18 U.S.C. § 930(g)(2).
4. All knives and any other instrument or device used or designed to be used to threaten or assault, whether for attack or defense.
5. Any object designed to look like or imitate a device as described in 1-4.

Pursuant to the Missouri Safe Schools Act and the federal Gun-Free Schools Act of 1994, any student who brings or possesses a weapon as defined in #1 or #2 above on school property will be suspended from school for at least one (1) calendar year or expelled and will be referred to the appropriate legal authorities. The suspension or expulsion may be modified on a case-by-case basis upon recommendation by the superintendent to the Board of Education. Students who bring or possess weapons as defined in #3, #4 and #5 and not otherwise included in #1 and #2, will also be subject to suspension and/or expulsion from school and may be referred to the appropriate legal authorities.

Students with disabilities who violate this policy will be disciplined in accordance with policy JGE.

This policy will be submitted annually to the state Department of Elementary and Secondary Education along with a report indicating any suspensions or expulsions resulting from the possession or use of a firearm as defined in 18 U.S.C. § 921. The report will include the name of the school in which the incidents occurred, the number of students suspended or expelled and the types of weapons involved.

CORPORAL PUNISHMENT

JGA

Corporal punishment, as a measure of correction or of maintaining discipline and order in schools, is permitted. However, it shall be used only when all other alternative means of discipline have failed, and then only in reasonable form and upon the recommendation of the principal. If found necessary, it should be administered preferably by the principal in the presence of the teacher. It should never be inflicted in the presence of other pupils, or without a witness.

Corporal punishment shall be administered only by swatting the buttocks with a paddle and such administration shall not exceed three (3) swats. When it becomes necessary to use corporal punishment, it shall be administered so that there can be no chance of bodily injury or harm. Striking a student on the head or face is not permitted.

The principal shall submit a report to the superintendent, explaining the reason for the use of corporal punishment as well as the details of the administration of the same. Teachers will provide the same information to their principal for inclusion in this report.

The principal or assistant principal shall maintain a record of all cases of corporal punishment administered in their building. This record shall be kept separate from the student's permanent record and shall not become a part of such permanent record. A separate record shall be kept for each school year, shall be reviewed periodically and each student's record shall be destroyed upon graduation from high school or when the student ceases to be enrolled in the school system.

If parents or guardians request it, a written summary shall be given to them concerning the circumstances for which the discipline was administered, the manner in which the discipline was administered, the name of the person administering the discipline and the name of the witness.

A staff member may, however, use reasonable physical force against a student without advance notice to the principal, if it is essential for self-defense, the preservation of order, or for the protection of other persons or the property of the school district.

DETENTION AND/OR IN-SCHOOL SUSPENSION OF STUDENTS

JGB

The provisions of detention or an in-school suspension program for student violations of policies, rules and procedures shall provide principals with an additional alternative for dealing with disciplinary problems that occur in the schools. When this alternative is appropriate, students will be assigned to serve a specified time period in the in-school suspension program. These assignments, and the determination of the time period for them, shall be determined by the principal, or his or her designee.

JGD

STUDENT SUSPENSION AND EXPULSION

The following procedures apply to all students. However, additional procedures for discipline for students with disabilities are sometimes required, as discussed in policy JGE, Discipline of Students with Disabilities.

The Board of Education believes that the right of a child to attend free public schools carries with it the responsibility of the child to attend school regularly and to comply with the lawful policies, rules and procedures of the school district. This observance of school policies, rules and procedures is essential for permitting others to learn at school.

Therefore, the administration may exclude a student from school because of violation of school rules and procedures, conduct which materially or substantially disrupts the rights of others to an education, or conduct which endangers the student, other students or the property of the school. Furthermore, if a student poses a threat to self or others, as evidenced by the prior conduct of such student, the administration may immediately remove the student from school. Such actions will be taken in accordance with due process and with due regard for the welfare of both the student and the school.

The terms "suspension" and "removal" refer to an exclusion from school that will not exceed a specific period of time and shall be subject to the due process procedures set forth for "suspensions" in this policy. The term "expulsion" refers to exclusion for an indefinite period.

The district may honor suspensions and expulsions from another in-state or out-of-state school district including a private, charter or parochial school or school district pursuant to law and policy JEC, Student Admissions. Before making any decision to honor such suspensions or expulsions, the superintendent or designee will consider whether the student has received the due process required by law.

Suspensions

In Missouri, a principal may suspend a student for up to ten (10) school days. A superintendent may suspend a student for up to 180 school days. Procedures for suspending a student are outlined below.

1. Before suspending a student, a principal or superintendent must (a) tell the student, either orally or in writing, what misconduct he or she is accused of; (b) if the student denies the accusation, explain, either orally or in writing, the facts that form the basis of the proposed suspension; and (c) give the student an opportunity to present his or her version of the incident.
2. If the principal or superintendent concludes that the student has engaged in misconduct punishable by suspension, the procedures described below apply. If the student has a disability as defined in the Individuals with Disabilities Education Act (IDEA) as amended or Section 504 of the Rehabilitation Act, additional procedural safeguards described in the policy dealing with the discipline of students with disabilities apply.
3. The principal or superintendent should determine whether the student should be suspended or whether less drastic alternative measures would be appropriate. In many cases, the principal or superintendent may decide not to suspend a student unless conferences (between the teacher, student and principal and/or between the parent, student and principal) have been held and have failed to change the student's behavior.
4. If suspension is imposed, the student's parents or guardians must be promptly notified of the suspension and the reasons for the action.
5. Any suspension by a principal must be reported, immediately and in writing, to the superintendent, who may revoke the suspension, either part or in full, at any time.
6. If a student is suspended for more than ten (10) school days, the following rules also apply:
 - a. The student, his or her parents, guardians or others having custodial care have a right to appeal the superintendent's decision to the Board or a committee of the Board appointed by the Board president.
 - b. If the student gives notice that he or she wishes to appeal the suspension to the Board, the suspension shall be stayed until the Board renders its decision, unless in the superintendent's judgment, the student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process.
 - c. All notices of appeal shall be transmitted, either by the appealing party or by the superintendent, to the secretary of the Board. Oral notices, if made to the superintendent, shall be reduced to writing and communicated to the secretary of the Board.
 - d. The superintendent, when notified of an appeal, shall promptly transmit to the Board a full written report of the facts relating to the suspension, the action taken by the superintendent, and the reasons for the action.
 - e. Upon receipt of a notice of appeal, the Board will schedule a hearing and within a reasonable time in advance of the scheduled date, will notify, by certified mail, the appealing party of the date, time and place of the hearing and of the right to counsel, to call witnesses, and to present evidence at the hearing.
 - f. Hearings of appealed suspensions will be conducted as described in the section of this policy dealing with student disciplinary hearings.

Suspensions For More Than 180 School Days and Expulsions

Only the Board may expel a student or suspend a student for more than 180 school days. The applicable procedures are outlined below.

1. Before recommending to the Board that a student be expelled or suspended for more than 180 school days, the superintendent must (a) tell the student, either orally or in writing, what misconduct he or she is accused of; (b) if the student denies the accusation, explain, either orally or in writing, the facts that form the basis of the proposed suspension/expulsion; and (c) give the student an opportunity to present his or her version of the incident.
2. If the superintendent concludes that the student has engaged in misconduct and should be expelled or suspended for more than 180 school days, the procedures described below apply unless the student has a disability. (In the case of a student with a disability, the procedures described in the policy dealing with the discipline of students with disabilities shall apply.)
 - a. The superintendent will recommend to the Board that the student be expelled or suspended for more than 180 school days. The superintendent may also immediately suspend the student for up to 180 school days.
 - b. Upon receipt of the superintendent's recommendation, the Board will follow the procedures described in the section of this policy dealing with student disciplinary hearings.
3. If the student is expelled, he or she may later apply to the Board for readmission. Only the Board can readmit an expelled student.

Student Discipline Hearings

The Board of Education may originate student discipline hearings upon recommendation of the superintendent. In such cases, the Board of Education will review the superintendent's report and determine whether to conduct a discipline hearing. In addition, student discipline hearings also will be held upon written request of the student or the student's parents, to consider appeals from student suspensions in excess of ten (10) school days. A discipline hearing will always be held in cases of suspensions in excess of 180 school days or expulsions, unless after meeting with the superintendent or designee, the parent or guardian waives, in writing, the right to an expulsion hearing.

In all hearings, whether initiated by the Board of Education or by appeal, the following procedures will be adhered to:

1. The student and the parents/guardians will be advised of the charges against the student; their right to a Board hearing; the date, time and place of the hearing; their right to counsel; and their procedural rights to call witnesses, enter exhibits and cross-examine adverse witnesses. All such notifications will be made by certified mail, addressed to the student's parents or guardians. The Board shall make a good-faith effort to have the parents or guardians present at the hearing.
2. Prior to the Board hearing, the student and the student's parents/guardians will be advised of the identity of the witnesses to be called by the administration and advised of the nature of their testimony. In addition, the student and the student's parents/guardians will be provided with copies of the documents to be introduced at the hearing by the administration.
3. The hearing will be closed unless the Board decides otherwise. The hearing will only be open with parental consent. At the hearing, the administration or their counsel will present the charges and such testimony and evidence to support such charges. The student, his or her parents/guardians or their counsel shall have the right to present witnesses, introduce exhibits, and to cross-examine witnesses called in support of the charges.
4. At the conclusion of the hearing, the Board of Education shall deliberate in executive session and shall render a decision to dismiss the charges; to suspend the student for a specified period of time; or to expel the student from the schools of the district. The administration or its counsel, by direction of the Board of Education, shall promptly prepare and transmit to the parents/guardians written notice of the decision.

Remedial Conference

Prior to the readmission or enrollment of any student who has been suspended out of school or expelled in accordance with this policy for any "act of school violence" as defined in § 160.261.2, RSMo., and Board policy JGF, a conference must be held to review the student's conduct that resulted in the suspension or expulsion and any remedial actions needed to prevent future occurrences of such conduct or related conduct. The conference shall include the appropriate school officials including any teacher directly involved with the conduct that resulted in the suspension or expulsion, the student, and the parent or guardian of the student or any agency having legal jurisdiction, care, custody or control of the student. The Board of Education shall notify, in writing, the parents or guardians and all other parties of the time, place and agenda of any such conference. Failure of any party to attend this conference shall not preclude holding the conference. This requirement applies to enrolling students transferring from another school as well, regardless of whether the "act of school violence" was committed at a public school or at a private school in Missouri, provided that such act shall have resulted in the suspension or expulsion of such student in the case of a private school.

DISCIPLINE OF STUDENTS WITH DISABILITIES

JGE

It is the goal of the Dexter R-XI School District to provide a safe and productive learning environment for all students. The district does not believe in a double standard for misbehavior and holds the welfare and safety of all persons in the district in highest regard. Students with disabilities will be disciplined in accordance with the district's discipline code applicable to all students, subject to the modifications mandated by law. All students, including those with disabilities, will be referred for law enforcement action when required by law and when their conduct constitutes a crime.

The district will comply with all state and federal laws governing the discipline of students with disabilities, including the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, applicable regulations and state and local plans for compliance with the law. In addition to the process outlined in special education law, students with disabilities will receive the same due process afforded other students.

The Board delegates to the superintendent or designee the authority to seek the removal of a student with a disability as allowed by federal or state law to an alternative educational setting through the state hearing process or to seek a court injunction ordering removal or a different educational placement.

The superintendent or designee will provide all district employees training on violence prevention, the district's discipline code and the legal requirements for disciplining students with disabilities. The Board delegates to the superintendent or designee the authority to contact the district's legal counsel for legal advice or training on the district's responsibilities.

DISCIPLINE REPORTING AND RECORDS

JGF

In compliance with state law, the Board of Education establishes explicit channels of communication between teachers, administrators, law enforcement officials and other schools concerning acts of school violence and other behaviors that endanger the welfare or safety of students, staff or patrons of the district. The purpose of this policy is to designate specific actions committed by students that must be reported to teachers, administrators and/or law enforcement officials as well as those actions that must be documented in a student's discipline record.

Definitions

The following definitions and terms apply to this policy:

Act of School Violence/Violent Behavior – The exertion of physical force by a student with the intent to do serious physical injury to another person while on school property, including while on school transportation in service on behalf of the district or while involved in school activities.

Serious Physical Injury – Physical injury that creates a substantial risk of death or that causes serious disfigurement or protracted loss or impairment of any part of the body.

Serious Violation of District's Discipline Policy – One (1) or more of the following acts if committed by a student enrolled in the district:

1. Any act of school violence/violent behavior.
2. Any offense that occurs on school property, on school transportation or at any school activity and that is required by law to be reported to law enforcement officials.
3. Any offense that results in an out-of-school suspension for more than ten (10) school days.

Need to Know – Relates to school personnel who are directly responsible for the student's education or who otherwise interact with the student on a professional basis while acting within the scope of their assigned duties.

School Property – Property utilized, supervised, owned, rented, leased or controlled by the school district including, but not limited to, school playgrounds, parking lots, designated bus stops, school transportation and any property on which any school activity takes place.

Reporting to School Staff

School administrators shall report acts of school violence to teachers and other school district employees with a need to know the information to adequately supervise the students and to protect themselves or others. In addition, any portion of a student's Individualized Education Program (IEP) that is related to demonstrated or potentially violent behavior shall be provided to any teachers and other district employees with a need to know the information.

The superintendent or designee will inform district employees with a need to know of any act committed or allegedly committed by a student in the district that is reported to the district by a juvenile officer or an employee of the Children's Division (CD) of the Department of Social Services, sheriff, chief of police or other appropriate law enforcement authority in accordance with state law. Such reports shall not be used as the sole basis for denying educational services to a student.

Reporting to Law Enforcement Officials

Any crime listed in this section, or any act that if committed by an adult would be a crime listed in this section, that is committed on school property, on any school transportation or at any school activity must be reported by the appropriate school administrator to the appropriate law enforcement agency as soon as reasonably practical. The following acts are subject to this reporting requirement:

1. First or second degree murder under §§ 565.020, .021, RSMo.
2. Voluntary or involuntary manslaughter under § 565.023, .024, RSMo.
3. Kidnapping under § 565.110, RSMo.
4. First, second or third degree assault under §§ 565.050, .060, .070, RSMo.
5. Sexual assault or deviate sexual assault under §§ 566.040, .070, RSMo.
6. Forcible rape or sodomy under §§ 566.030, .060, RSMo.
7. Burglary in the first or second degree under §§ 569.160, .170, RSMo.
8. Robbery in the first degree under § 569.020, RSMo.
9. Possession of a weapon under chapter 571, RSMo.
10. Distribution of drugs under §§ 195.211, .212, RSMo.
11. Arson in the first degree under § 569.040, RSMo.
12. Felonious restraint under § 565.120, RSMo.
13. Property damage in the first degree under § 569.100, RSMo.
14. Child molestation in the first degree pursuant to § 566.067, RSMo.
15. Sexual misconduct involving a child pursuant to § 566.083, RSMo.
16. Sexual abuse pursuant to § 566.100, RSMo.
17. Harassment under § 565.090, RSMo.
18. Stalking under § 565.225, RSMo.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student who the school district is aware is under the jurisdiction of the court.

All employees shall immediately report to the principal any incident that constitutes a crime, including any incident in which a person is believed to have committed an act that if committed by an adult would be first, second or third degree assault, sexual assault or deviate sexual assault against a student or school employee, while on school property, school transportation or at school activities. The employee shall also inform the principal if a student is discovered to possess a controlled substance or weapon in violation of the district's policy. The principal shall immediately report these offenses to the appropriate law enforcement agency and the superintendent.

The superintendent and the appropriate local law enforcement agency may develop a written agreement outlining the procedure for reporting any incident in which a student is believed to have committed an act that if committed by an adult would be third degree assault. If such an agreement exists in the district, the principal shall report third degree assaults to the appropriate local law enforcement agency in accordance with the agreement.

School districts may report or disclose education records to law enforcement and juvenile justice authorities if the disclosure concerns law enforcement's or juvenile justice authorities' ability to effectively serve, prior to adjudication, the student whose records are released. The officials and authorities to whom such information is disclosed must comply with applicable restrictions set forth in state and federal law.

Student Discipline Records

The Board of Education directs the superintendent or designee to compile and maintain records of any serious violation of the district's discipline policy for each student enrolled in the district. Such records shall be made available to all district employees with a need to know and shall be provided to any school district in which the student subsequently attempts to enroll within five (5) business days of receiving the request, in accordance with state law. If a student is placed in another school by the CD, the records will be transferred to the new school within two (2) business days after notification by the CD. Personally identifiable student records will only be released or destroyed in accordance with state and federal law.

Pursuant to Department of Secondary and Elementary Education (DESE) data reporting requirements, the district shall report rates and durations of, and reasons for, student suspensions of ten (10) days or longer and expulsions.

Confidentiality

Any information received by a school district employee relating to the conduct of a student shall be received in confidence and used for the limited purpose of assuring that good order and discipline are maintained in the schools.

Liability

Teachers and authorized district personnel, including volunteers selected with reasonable care by the district, shall not be civilly liable when acting in accordance with the Board's discipline policies or when reporting to the appropriate supervisor or other person acts of school violence or threatened acts of school violence, pursuant to law and district policy.

JFCK

CELL PHONES

The Dexter R-XI School District recognizes the need for parents to be able to communicate with their children in a timely manner, and developments in cell phone technology in recent years have resulted in enhanced communication opportunities. However, the use of cell phones, pagers, digital cameras, MP3s, iPods and similar devices in schools poses increasing risks of school disruptions, bullying, criminal activity and academic dishonesty. As a result, use of cell phones, pagers, digital cameras, MP3s, iPods and similar devices will be restricted during the instructional day for all students in grades K-12, and the student use of devices with photographic capability will be banned at all times in all restrooms, dressing rooms and locker rooms during extracurricular activities at home and away.

Board Policy JFG, Interrogations, Interviews and Searches, states that student property (i.e., cell phones, pagers, digital cameras, MP3s, iPods and similar devices) may be searched based on reasonable suspicion of a violation of district rules, policy or law.

Security of Electronic Devices

Security of cell phones, pagers, digital cameras, MP3s, iPods or similar devices is the sole responsibility of the student. Due to the school's recommendation that these items not be brought to school or extra-curricular activities, administrative or instructional staff time will not be used to retrieve, repair, or replace a lost, damaged, or stolen item.

Elementary School (K-5)

For the purposes of this policy, the instructional day for students in grades K-5 begins at 8:00 a.m. and ends with the end-of-day dismissal bell. While not recommended by the school, students in grades K-5 may have these electronic devices in their possession (i.e., pocket, purse, coat, locker, back-pack, etc.). Students are not allowed to display these devices on their belt, hanging on their pocket, or visible on any part of the student's body. During the instructional day, these items must be turned off and may not be activated or used unless permission by school administration or instructional staff members is granted and the call/activity is made and completed in the presence of a school administrator or instructional staff member.

Middle School (6-8)

For the purposes of this policy, the instructional day for students in grades 6-8 begins at 7:55 a.m. bell and ends with the end-of-day dismissal bell. While not recommended by the school, students in grades 6-8 may have these electronic devices in their possession (i.e., pocket, purse, coat, locker, back-pack, etc.). Students are not allowed to display these devices on their belt, hanging on their pocket, or visible on any part of the student's body. During the instructional day, these items must be turned off and may not be activated or used unless permission by school administration or instructional staff members is granted and the call/activity is made and completed in the presence of a school administrator or instructional staff member.

The middle school student may use a cell phone, pager, digital camera, MP3, iPod or similar device while waiting in the gymnasium or playground areas before the 7:55 a.m. bell and after the end-of-day dismissal bell.

High School (9-12)

For the purposes of this policy, the instructional day for students in grades 9-12 begins at 8:15 a.m. bell and ends with the end-of-day dismissal bell. While not recommended by the school, students in grades 9-12 may have these electronic devices in their possession (i.e., pocket, purse, coat, locker, back-pack, car, etc.) during the instructional day, but they must be turned off. Students are not allowed to display these devices on their belt, hanging on their pocket, or visible on any part of the student's body.

Students in grades 9-12 may use cell phones, pagers, digital cameras, MP3s, iPods and similar devices during their lunch period in the cafeteria, lobby areas, or on the sidewalk area located in front of the high school entrances.

Use of Electronic Devices on Extracurricular Trips

Students in grades K-12 on extracurricular trips during the instructional day, outside the instructional day, or overnight trips may have cell phones, pagers, digital cameras, MP3s, iPods or similar devices in their possession. It is recommended that these items be turned off unless used in an emergency situation or for parent notification of pick-up time.

Discipline for Unauthorized Use

First Offense:	Principal/Student conference and return of the item to the student at the end of the school day. One (1) day of after-school detention.
Second Offense:	Principal/Parent/Student conference and return of the item to the parent at the conference. Three (3) days of after-school detention <u>or</u> one (1) day of Saturday school.
Third Offense:	One (1) day out-of-school suspension. Parent must pick-up the item.
Subsequent	1-10 days out-of-school suspension, 1-180 days placement at Stoddard County Alternative School, notification of

Offense:	juvenile officers or law enforcement officials, or expulsion. Parent must pick-up the item.
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In order to assure that inappropriate pictures are not taken by students, the use of a device with photographic capability is banned at all times from all restrooms, dressing rooms and locker rooms. Violation of this policy may result in the following:

1. Immediate confiscation of the cell phone, digital camera or other photographic device.
2. 1-10 days out-of-school suspension or Alternative School placement.
3. Possible notification of juvenile officers or other law enforcement officials.

STUDENT ABSENCES AND EXCUSES

JED

Regular and punctual patterns of attendance will be expected of each student enrolled in the school district. Students should strive to maintain a good attendance record, because there is a direct relationship between school attendance and grades, citizenship and success in school.

It is recognized that absence from school may be necessary under certain conditions. However, every effort should be made by students, parents/guardians, teachers and administrators to keep absences and tardiness to a minimum.

Frequent absences of students from regular classroom learning experiences disrupt the continuity of the instructional process. The benefit of regular classroom instruction is lost, and cannot be entirely regained. The school cannot teach students who are not present. The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences and study in order to reach the goal of maximum educational benefits for each individual student. The regular contact of the students with one another in the classroom and their participation in well-planned instructional activities under the supervision of a competent teacher are vital to this purpose.

The superintendent, with the assistance of the administrative and professional staff, shall establish rules and procedures for student attendance within the district. Such rules and procedures shall be published in the various student and parent/guardian handbooks, and shall be subject to review by the Board of Education. Irregular student attendance shall be checked by the building principal or his or her designee to determine the cause of absence. Causes for absences may be obtained by telephone calls, verified notes from parents or guardians, contacts with other members of the student's family, or home visits.

A comprehensive system of attendance records will be maintained for each student. Each teacher is responsible for the accurate reporting of daily attendance in the classroom. The building principal is responsible for supplying information to parents/guardians in regard to student absences, and for submitting attendance information to the superintendent's office.

STUDENT ABSENCES AND EXCUSES

JED-R1

T.S. Hill Middle School – Attendance Guidelines

A student shall not miss more than six (6) days per semester even if the absence is excused pursuant to district policy. Of the six (6) semester absences allowed, a student cannot miss more than two (2) days cumulative per semester for unexcused absences. It is the responsibility of the student to see that the requirements of the attendance policy are met, and that all work missed is completed to the satisfaction of the teacher.

If a student making passing grades misses more than six (6) excused days per semester and/or misses more than two (2) days for unexcused reasons, grades will(may) not be awarded for the class. Before a final decision is made on denying credit to a student with excessive absences, the student will be afforded an appropriate due process hearing that is in accordance with Board policy and state law.

When absences are excused, make-up work will be allowed. As a minimum, a student will be allowed an equal number of days to complete the make-up work as the number of days that were missed. (Ex: A student who is absent three (3) days should have all work turned in by the third day that the student has returned to school.) More time for make-up work may be granted in special circumstances by making arrangements with the teacher involved. For unexcused absences, make-up work is not allowed and a failing grade may result due to this missed work.

Excused Absences – Absences for reasons other than those listed below will be considered unexcused:

- Disability, illness, or hospitalization of the student.
- Death in the student's immediate family.
- Religious observance based on a fundamental tenet of the student's expressed faith.
- Medical/Dental appointments for the student that could not be scheduled at another time.
- Court-ordered appearance of the student.
- Driver's test of the student - one (1) time only.
- School-related activities of the student approved by the administration.

For the above absences to be excused, parent/guardian notification confirming the reason for the absence must be presented prior to the absence or upon the student's return. For purposes of school notification, T.S. Hill Middle School will accept a parent/guardian phone call, fax, e-mail, or letter/note. A student who does not comply with this procedure will receive an unexcused absence.

Absences for Other Reasons -- Planned absences for reasons not identified as excused:

- The six (6) day of absence per semester may be excused for any reason with prior notification from a parent/guardian.

For these absences to be excused, parent/guardian notification confirming the reason for the absence must be presented prior to the absence. In an emergency situation, if prior written notification cannot be provided, parent/guardian contact should be made with the school as soon as possible and a note provided upon the student's return. Students who do not comply with this procedure will receive an unexcused absence.

Appeals/Hearing Process

If a student has violated the district's attendance policy, he or she may receive failing grades. The student will have an opportunity to appeal a decision to deny grades. A student and/or parent/guardian may appear before a five-member appeals committee to explain the circumstances of the absences by presenting documentation that might have bearing on the decision.

The Middle School Appeals Committee is comprised of the building principal and four (4) faculty representatives. The committee will review the facts and evidence presented by the student and/or parent/guardian as related to the absence and will render a decision. The decision of this committee will be considered final unless appealed in writing to the superintendent. The decision of the superintendent will be considered final unless appealed in writing to the Board of Education. A written appeal to the Board of Education must

be submitted at least one (1) week prior to the next Board meeting. The appeal will be presented to the Board along with the findings of the initial review committee and the superintendent. A letter will be sent informing the appellant of the Board's decision.

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JED-R2

STUDENT ABSENCES AND EXCUSES
Dexter Senior High School - Attendance Guidelines

A student shall not miss more than six (6) days per semester even if the absence is excused pursuant to district policy. Of the six (6) semester absences allowed, a student cannot miss more than two (2) days cumulative per semester for unexcused absences. It is the responsibility of the student to see that the requirements of the attendance policy are met, and that all work missed is completed to the satisfaction of the teacher.

If a student making passing grades misses more than six (6) excused days per semester and/or misses more than two (2) days for unexcused reasons, credit will(may) not be awarded for the class. Before a final decision is made on denying credit to a student with excessive absences, the student will be afforded an appropriate due process hearing that is in accordance with Board policy and state law.

When absences are excused, make-up work will be allowed. As a minimum, a student will be allowed an equal number of days to complete the make-up work as the number of days that were missed. (Ex: A student who is absent three (3) days should have all work turned in by the third day that the student has returned to school.) More time for make-up work may be granted in special circumstances by making arrangements with the teacher involved. For unexcused absences, make-up work is not allowed, and a failing grade and subsequent loss of credit may result due to this missed work.

Excused Absences – Absences for reasons other than those listed below will be considered unexcused:

- Disability, illness, or hospitalization of the student.
- Death in the student's immediate family.
- Religious observance based on a fundamental tenet of the student's expressed faith.
- Medical/Dental appointments for the student that could not be scheduled at another time.
- Court-ordered appearance of the student.
- Driver's test of the student - one (1) time only.
- School-related activities of the student approved by the administration.

For the above absences to be excused, parent/guardian notification confirming the reason for the absence must be presented upon the student's return. For purposes of school notification, Dexter Senior High School will accept a parent/guardian fax, e-mail, or letter/note. A student who does not comply with this procedure will receive an unexcused absence.

Absences for Other Reasons -- Planned absences for reasons not identified as excused:

- The six (6) day of absence per semester may be excused for any reason with prior notification from a parent/guardian.

For these absences to be excused, parent/guardian notification confirming the reason for the absence must be presented prior to the absence and upon the student's return to school. In an emergency situation, if prior written notice cannot be provided, parent/guardian contact should be made with the school as soon as possible and a note provided upon the student's return. Students who do not comply with this procedure will receive an unexcused absence.

Appeals/Hearing Process

If a student has violated the district's attendance policy, he or she may receive failing grades and/or lose of credit. The student will have an opportunity to appeal a decision to deny credit/grades. A student may appear before a five-member appeals committee to explain the circumstances of the absences by presenting documentation that might have bearing on the decision.

The High School Appeals Committee is comprised of the building principal, two (2) faculty representatives, the Student Body president and the Senior Class president. The committee will review the facts and evidence presented by the student as related to the absence and will render a decision. The decision of this committee will be considered final unless appealed in writing to the superintendent. The decision of the superintendent will be considered final unless appealed in writing to the Board of Education. A written appeal to the Board of Education must be submitted at least one (1) week prior to the next Board meeting. The appeal will be presented to the Board along with the findings of the initial review committee and the superintendent. A letter will be sent informing the appellant of the Board's decision.