



**POLICY 217 -- STUDENT DISCIPLINE**

**1. Purpose**

It is the responsibility of the total school community to create and maintain an atmosphere that is conducive to learning, living, and teaching. Everyone in the educational process has the right to expect that the environment will be safe, pleasant, and well-organized. The climate should produce security and consistency through the establishment of reasonable rules and guidelines that require an interaction based upon mutual respect and cooperation. The emphases should be on courtesy, consideration, and the fulfillment of all necessary obligations at all times.

**2. Authority**

The Board will require each student of this district to adhere to the rules and regulations promulgated by the administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. The rules govern student conduct in school and during the time spent in travel to and from school. Such rules will require that students:

- conform to reasonable standards of socially acceptable behavior;
- respect the rights, person, and property of others;
- preserve the degree of order necessary to the educational program in which they are engaged; and
- obey constituted authority and respond to those who hold that authority.

Data regarding disciplinary action(s) may be entered on a student's record when such notation can be used to assist counselors. All such information will be removed from the student's permanent record when s/he leaves this school district.

Corporal Punishment – Corporal punishment as it relates to reasonable force may still be used by teachers and school authorities under any of the following circumstances:

1. to quell a disturbance,
2. to obtain possession of weapons or other dangerous objects,
3. for the purpose of self-defense, and
4. for the protection of persons or property.

West Jefferson Hills School District recognizes the language in Title 22. The district will not use corporal punishment to discipline children.

**3. Delegation of Responsibility**

The Superintendent will have published and provide through the principals to all students and their parents the rules of this district regarding the Code of Student Conduct and the sanctions which may be imposed for breach of those rules. The Code of Conduct will be adopted by the Board. A copy of such will be made available to each school library.

## **POLICY 217 – STUDENT DISCIPLINE (continued)**

The building principal will have the authority to assign discipline to students, subject to the rules and regulations of the Superintendent and to the student's due process right to notice, hearing, and appeal.

Teaching staff members and other employees of this Board having authority over students will have the authority to take such reasonable actions as may be necessary to control the disorderly conduct of students in all situations and in all places where such students are within the jurisdiction of this Board and when such conduct interferes with the educational program of the schools or threatens the health and safety of others.

### **4. Guidelines**

The provisions of the student code of conduct apply to students any time they are under the proper supervision of school authorities, e.g. extra-curricular activities, field trips, etc.

The provisions of the Student Code of Conduct apply to students who are under the supervision of school authorities while scheduled for part of their educational program at a facility other than the home school, e.g. Steel Center Vocational-Technical School, Mon Valley School, and co-op education programs.

Date adopted: 08/21/84

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Date revised: 05/23/06 effective 07/01/06

**POLICY 217 – STUDENT DISCIPLINE**  
**ELEMENTARY -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL I**

Minor misbehavior on the part of the student which impedes orderly classroom procedures or interferes with the orderly operation of the school

These misbehaviors can usually be handled by an individual staff member but sometimes require the intervention of other school support personnel.

**EXAMPLES**

**May include the following, but are not limited solely to the behaviors listed below:**

- >Abusive language, including profanity and obscene gestures
- >Breaking of school and classroom rules
- >Classroom tardiness
- >Constant classroom disruption
- >Damaging school property
- > Disrespect to teachers, lunchtime helpers, and other school personnel – **verbal and nonverbal**
- >Failure to remain seated as directed
- >Gum chewing
- >Improper lavatory behavior
- >Jumping on other children
- >Littering
- >**Misbehavior for substitute teacher**
- >Other behaviors relating to well-being and respect for others
- >Physical abuse to others, including fighting, tripping, kicking, punching, etc.
- >Popping bags, cups, etc.
- >**Possession/use of non-instructional items (audio devices, playing cards, pagers, beepers, cellular phones, laser pointers, etc.) during restricted times of the school day**
- >Possession of obscene materials
- >Pushing, shoving, fighting
- >Refusing to obey lunchtime helpers
- >Rude, discourteous, and annoying conduct
- >Running in halls
- >Shouting/unnecessary noises
- >Spitting
- >Stealing, lying
- >Unwillingness to complete assignment
- >Using playground equipment improperly
- >Verbal outburst in class

**PROCEDURES \***

>There is immediate intervention by the staff member who supervises the student or who observes the behavior.

>Repeated misbehavior may require a parent/guardian and teacher conference.

>A proper and accurate record of the offenses and disciplinary action is maintained by the staff member.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES \***

- >Verbal reprimand
- >Isolation or change seat
- >Withhold recess, lunch playtime, special assembly programs, and/or other privileges
- >Apologize
- >Check appropriate item on report card
- >Make restitution, if applicable
- >Parent/Guardian and teacher conference
- >Send child to principal's office
- >Behavioral contract
- >Clean-up detail
- >After-School Detention

**POLICY 217 – STUDENT DISCIPLINE**  
**ELEMENTARY -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL II**

Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school.

These infractions, which usually result from the continuation of Level I misbehaviors, require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Also included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action on the part of administrative personnel.

EXAMPLES

May include the following, but are not limited solely to the behaviors listed.

>Continuation of Level I misbehaviors

>Bullying

>Improper dress

>Infraction of school bus rules, including:

1. Improper boarding/departing procedures
2. Failure to remain seated
3. Refusing to obey driver
4. Hanging out of windows
5. Fighting/pushing/tripping
6. Throwing objects in or out of bus
7. Lighting matches/smoking on bus
8. Spitting/littering
9. Unnecessary noise
10. Tampering with bus equipment
11. Rude, discourteous, and annoying behavior
12. Bringing articles of injurious or objectionable nature aboard bus
13. Other behavior relating to safety, well-being, and respect for others

>Leaving school grounds without permission

>Physical abuse to other children on the way to and from school

>Repeated tardiness to school

>Smoking

>Truancy

PROCEDURES\*

The student is referred to the administrator or head teacher for appropriate disciplinary action.

Parent/Guardian is informed by telephone or in writing by the classroom teacher, head teacher, or principal.

A proper and accurate record of the offenses and disciplinary action is maintained by the teacher, head teacher, or principal.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

SUGGESTED DISCIPLINARY  
OPTIONS/RESPONSES\*

>Verbal reprimand by the head teacher or principal.

>Withhold privileges from recess, lunch playtime, special assembly programs, and/or other privileges

>Student calls his/her parent/guardian to explain the reason for being in the office.

>Call parent/guardian and discuss problem, requesting parental support with adequate discipline

>Conferencing with principal

>Parent/Guardian, teacher, and principal conference

>Suspension (ISS/OSS)

>Suspension of bus riding privileges may occur when School Bus Incident Report is submitted by driver.

>After school detention/Saturday detention

>Referral to student support team

**POLICY 217 – STUDENT DISCIPLINE**  
**ELEMENTARY -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL III**

Acts directed against persons or property but whose consequences may not seriously endanger the health or safety of others in school.

These acts might be considered criminal but most frequently can be handled by the disciplinary mechanism in the school. Corrective measures which the school should undertake, however, depend on the extent of the school's resources for remediating the situation in the best interests of all students.

**EXAMPLES**

May include the following, but are not limited solely to the behaviors listed below.

- >Continuation of Level 1 or Level II
- >Disorderly conduct
- >Fighting (simple)
- >Hazing
- >Indecent exposure
- >Major insubordination
- >Minor form of extortion
- >Stealing
- >Threats to others
- >Vandalism (minor)

**PROCEDURES\***

The principal initiates action by investigating the infraction and conferring with staff on the extent of the consequences.

The principal meets with the student and confers with the parent/guardian about the student's misconduct and the resulting action.

A proper and accurate record of offenses and disciplinary actions is maintained by the principal.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

- >Temporary removal from class or other assigned areas.
- >Suspension (ISS/OSS)
- >If applicable, restitution of property and damages
- >Saturday detention
- >After school detention
- >Referral to student support team

**POLICY 217 – STUDENT DISCIPLINE**  
**ELEMENTARY -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL IV**

Acts which result in violence to another's person or property or which pose a direct threat to the safety of others in the school.

These acts are clearly criminal and are so serious that they always require administrative actions which result in the immediate removal of the student from the school, the intervention of law enforcement authorities, and action by the Board of School Directors.

**EXAMPLES**

May include the following, but not limited solely to the behaviors listed below.

- >Continuation of Level I, II, and III misbehaviors
- >Arson or attempted arson
- >Assault/battery
- >Bomb threat
- >Extortion
- >False fire alarms
- >Furnishing/selling/possession of unauthorized substances ( Violation of Policy 227 -- Drug and Alcohol)
- >Possession/use/transfer of dangerous weapons
- >Theft/possession/sale of stolen property
- >Vandalism (major)
- >Violation of security protocol of the West Jefferson Hills School District computer network and its components

**PROCEDURES\***

- >Principal verifies the offense, confers with the staff involved, and meets with student.
- >Student is immediately removed from classroom environment and parents/guardians are notified.
- >A complete and accurate report is submitted to the Superintendent for Board action.
- >The student is given full due process hearing before the Board.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

- >Contact law enforcement agency
- >Referral for School Board Hearing which could result in appropriate disciplinary action including possible expulsion.
- >Alternative school
- >Suspension (ISS/OSS)
- >Referral to student support team

**POLICY 217 – STUDENT DISCIPLINE**  
**PLEASANT HILLS MIDDLE SCHOOL -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL I**

Minor misbehavior on the part of the student which impedes orderly classroom procedures or interferes with the orderly operation of the school.

These misbehaviors should be handled by an individual staff member. However, such misbehaviors may be indicative of a problem that should be referred to appropriate support staff.

**EXAMPLES**

May include the following, but not limited solely to the behaviors listed below.

- >Abusive language; agitating others
- >Bus disturbance
- >Classroom and school tardiness
- >Classroom, hall, study hall, cafeteria, auditorium, locker room disturbance
- >Disrespect to teachers and staff – verbal and nonverbal
- >Non-defiant failure to complete assignments or carry out directions
- >Possession/use of non-instructional items (audio devices, playing cards, pagers, beepers, cellular phones, laser pointers, etc.) during restricted times of the school day

**PROCEDURES\***

- >There is immediate intervention by the staff member who is supervising the student or who observes the misbehavior.
- >A proper and accurate record of the offenses and disciplinary action is maintained by the staff member.
- >The staff member will discuss the behavior with the parents, the administrators, and/or appropriate support personnel. A letter will be sent home to the parents/guardians concerning the disciplinary problem.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

- >Verbal reprimand
- >Special duties/activities
- >Classroom contract
- >Withdrawal of privileges
- >Parent conference
- >Required to clean, replace, or repair damage
- >Suspension of bus riding privileges
- >After school detention
- >Saturday detention
- >Suspension of extra-curricular activities
- >Referral to student support team

**POLICY 217 – STUDENT DISCIPLINE**  
**PLEASANT HILLS MIDDLE SCHOOL -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL II**

Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school.

These infractions, which usually result from the continuation of Level I misbehaviors, require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Also included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action on the part of administrative personnel.

**EXAMPLES**

May include the following, but not limited solely to the behaviors listed below.

- >Continuation of -Level I misbehavior
- >Cheating and/or lying
- >Cutting class
- >Disrespect to school staff
- >Dressing in such a manner as to cause disruption in the educational process
- >Gambling
- >Misconduct on field trips, athletic trips, or other trips involving students
- >Possession of obscene material
- >Repeated tardiness to school
- >Truancy or excessive absence
- >Using forged notes or excuses

**PROCEDURES\***

- >Student is referred to the administration for appropriate disciplinary action.
- >Administrator meets with the student and/or teacher and effects most appropriate response.
- >Teacher is informed of administrator's action.
- >Parents/Guardians are notified of student's misconduct.
- >A proper and accurate record of the offense and disciplinary action is maintained by the administrator.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

- >Principal verbal reprimand
- >Schedule change
- >Modified day or classroom
- >Withdrawal from extra-curricular activities
- >Parental conference
- > Suspension (ISS/OSS)
- >After school detention
- >Saturday detention
- >Referral to student support team



**POLICY 217 – STUDENT DISCIPLINE**  
**PLEASANT HILLS MIDDLE SCHOOL -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL III**

Acts directed against persons or property but whose consequences may not seriously endanger the health or safety of others in the school.

These acts might be considered criminal but most frequently can be handled by the disciplinary mechanism in the school. Corrective measures which the school should undertake are dependent upon the extent of the school's resources for remediating the situation in the best interests of all the students.

**EXAMPLES**

May include the following, but are not limited solely to the behaviors listed below.

- >Continuation of Level I or Level II behavior
- >Assault and/or battery (example: includes fighting)
- >Disorderly conduct
- >Fighting
- >Hazing
- >Major insubordination
- >Petty theft (stealing)
- >Possession/Use of smoke bombs or simple explosive devices
- >Threats to others
- >Throwing of objects
- >Use/Possession of tobacco products
- >Vandalism (minor)
- >Possession/Use of drugs and/or alcohol

**PROCEDURES\***

>Disciplinary action is initiated by investigating the fraction and conferring with the staff on extent of consequences.

>Administrator meets with student and notifies the parent/guardian of the student's misconduct and resulting disciplinary action.

>A proper and accurate record of offenses and disciplinary action is maintained by the administrator.

>There is restitution of property and damages.

>BOCA Code procedure

>Penal laws

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

>Temporary removal from class or assigned area

>Parental conference

>Withdrawal from extra-curricular activities

>Suspension (ISS/OSS)

>Referral for Superintendent's hearing

>Criminal prosecution before a magistrate

>Referral to student support team

**POLICY 217 – STUDENT DISCIPLINE**  
**PLEASANT HILLS MIDDLE SCHOOL -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL IV**

Acts which result in violence to another person or property or pose a direct threat to the safety of others in the school.

These acts are clearly criminal in nature and are so serious that they always require administrative action resulting in the immediate removal of the student from the school.

The intervention of law enforcement authorities and/or action by the Board of School Directors may also be required.

**EXAMPLES**

May include the following, but are not limited solely to the behaviors listed below.

>Continuation of Levels I, II, and/or III misbehavior

>Arson or attempted arson

>Assault and/or battery on student or staff personnel

>Bomb threat

>Engaging in any conduct contrary to the criminal code or ordinances of the Commonwealth/Community on school grounds or at school sponsored activities

>Engaging in conduct so disruptive as to interfere with the orderly operation of the school or which creates a clear and present danger to the health and welfare of the school community

>Extortion

>Furnishing/selling/possession of unauthorized substances (Violation of Policy 227 – Drug and Alcohol)

>Harassment of student or staff personnel

>Leading or participating in a major disruption

>Possession/use/transfer of dangerous explosives or weapons (Policies 211 & 212 -- Weapons)

>Unwarranted pulling of a fire alarm

>Vandalism of school property or personal property of school personnel

>Violation of security protocol of the West Jefferson Hills School District computer network and its components. (Policy 249)

**PROCEDURES\***

>Immediate referral to administrator

>The administrator verifies the offense and, if necessary, confers with the teacher/staff person involved before meeting with the student.

>After an informal hearing, the student is suspended from school and parents/guardians are notified. If appropriate, law enforcement agencies will be notified.

>A complete and accurate report is submitted to the Superintendent for a possible hearing before the Board of School Directors.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

>Suspension (ISS/OSS)

>Referral to appropriate law enforcement agencies

>Referral for Superintendent's hearing

>Restitution of damages or property

>Referral for School Board hearing which could result in appropriate disciplinary action including possible expulsion

>Charges under criminal code

>Referral to student support team

**POLICY 217 – STUDENT DISCIPLINE**  
**THOMAS JEFFERSON HIGH SCHOOL -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL I**

Minor misbehavior on the part of the student which impedes orderly classroom procedure or interferes with the orderly operation of the school.

These misbehaviors should be handled by an individual staff member. However, such misbehaviors may be indicative of a problem that should be referred to appropriate support staff.

**EXAMPLES**

May include the following, but not limited solely to the behaviors listed below.

- >Cheating or lying
- >Disrespect to teachers and staff – verbal and nonverbal
- >Disturbance of a minor nature in classroom, hall, study hall, cafeteria, auditorium, lavatory, or locker room
- >Eating in unauthorized areas
- >Horseplay or scuffling
- >Inappropriate wearing apparel which is not considered in the best interest of health, safety, or protection of school property
- >Loud or boisterous noise
- >Minor defacing of school property (writing on desks, walls, books, etc.)
- >Possession/use of non-instructional items (audio devices, playing cards, pagers, beepers, cellular phones, laser pointers, etc.) during restricted times of the school day
- >Public displays of affection
- >Running in the school building or on school grounds
- >Tardiness to school, class, study hall, or lunch
- >Throwing objects (pencils, erasers, snowballs, etc.)
- >Violation of classroom procedures established by teacher

**PROCEDURES\***

>There is immediate intervention by the staff member who is supervising the student or who observes the misbehavior.

>A proper and accurate record of the offense and disciplinary action is maintained by the staff member.

>The staff member may wish to discuss the behavior with the parents/guardians, the administrators, and/or appropriate support personnel.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

- >Verbal reprimand
- >Teacher-student conference
- >Isolation within assigned area
- >Withdrawal of privileges
- >After-school detention
- >Special assignment or activity
- >Teacher/Administrator communication with parent/guardian
- >Parental/Guardian conference
- >Referral to counselor
- >Misconduct notice
- >Restitution, if applicable
- >Saturday detention

**POLICY 217 – STUDENT DISCIPLINE**  
**THOMAS JEFFERSON HIGH SCHOOL -- DISCIPLINARY RESPONSE STRUCTURE -- LEVEL II**

Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school.

These infractions, which usually result from the continuation of Level I misbehaviors, require the intervention of personnel on the administrative level because the execution of Level I disciplinary options has failed to correct the situation. Also included in this level are misbehaviors which do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require corrective action on the part of administrative personnel.

**EXAMPLES**

May include the following, but not limited solely to the behaviors listed below.

- >Continuation of Level I misbehaviors
- >Accumulation of four (4) misconduct notices
- >Acting in an insubordinate manner (defiance)
- >Cutting assigned class, study hall, or lunch period
- >Dressing in such a manner as to cause disruption in the educational process
- >Failure to complete assigned disciplinary options
- >Failure to properly identify oneself to teachers and staff
- >Falsification of records, excuses, passes, schedules, etc.
- > Leaving school grounds without appropriate authorization
- >Loitering in unauthorized areas of the school building/grounds
- >Misbehavior at a school sponsored activity
- >Possession of obscene materials
- >Truancy
- >Use of obscene language or gestures
- >Use or possession of tobacco products (Policy 225)
- >Verbal or non-verbal flagrant disrespect to teachers and staff
- >Violation of transportation regulations (school bus or private automobile)

**PROCEDURES\***

- >Student is referred to the administration for appropriate disciplinary action.
- > Administrator meets with the student and/or teacher and effects most appropriate response.
- >Teacher is informed of administrator's action.
- >Parents/Guardians are notified of student's misconduct.
- >A proper and accurate record of the offense and disciplinary action is maintained by the administrator.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

- >Warning
- >Office detention
- >Withdrawal of privileges
- >Suspension (ISS/OSS)
- >Parental conference
- >Transportation policy
- >Referral to counselor
- >Temporary removal from assigned class or assigned area.
- >Withdrawal of participation in school sponsored activities
- >Referral to student support team

**POLICY 217 – STUDENT DISCIPLINE**  
**THOMAS JEFFERSON HIGH SCHOOL -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL III**

Acts directed against persons or property but whose consequences may not seriously endanger the health or safety of others in the school.

These acts might be considered criminal but most frequently can be handled by the disciplinary mechanism in the school. Corrective measures which the school should undertake are dependent upon the extent of the school's resources for remediating the situation in the best interests of all the students.

**EXAMPLES**

May include the following, but not limited solely to the behaviors listed below.

- >Continuation of Level I and/or Level II misbehaviors
- >Accumulation of 8 or 12 misconduct notices
- >Attempting or actually breaking into another student's locker
- >Dissemination of unauthorized materials
- >Disorderly conduct
- >Disturbance of a serious nature in cafeteria, auditorium, lavatory, or locker room
- >Fighting
- >Hazing
- >Indecent exposure
- >Intimidation and/or threats to student or staff personnel
- >Possession/Use of smoke bombs or simple explosive devices
- >Theft of personal or school property
- >Vandalism of minor nature

**PROCEDURES\***

- >Immediate referral to administration
- >Administrator verifies the offense and, if necessary, confers with the teacher/staff person involved before meeting with the student.
- >Administrator meets with the student to establish the most appropriate response and contacts parents/guardians.
- >A proper and accurate record of the offenses and disciplinary action is maintained by the administrator.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

- >Temporary removal from assigned class
- >Suspension (ISS/OSS)
- >Parental conference
- >Withdrawal of privileges
- >Restitution of damages or property
- >Charges under criminal code
- >Referral to appropriate law enforcement agencies
- >Referral for Superintendent's hearing
- >Referral to student support team

**POLICY 217 – STUDENT DISCIPLINE**  
**THOMAS JEFFERSON HIGH SCHOOL -- DISCIPLINE RESPONSE STRUCTURE -- LEVEL IV**

Acts which result in violence to another person or property or pose a direct threat to the safety of others in the school.

These acts are clearly criminal in nature and are so serious that they always require administrative action resulting in the immediate removal of the student from the school.

The intervention of law enforcement authorities and/or action by the Board of School Directors may also be required.

**EXAMPLES**

May include the following, but are not limited solely to the behaviors listed below.

- >Continuation of Levels I, II, and/or III misbehavior
  
- >Accumulation of sixteen (16) or more misconduct notices
- >Arson or attempted arson
- >Assault and/or battery on student or staff personnel
- >Bomb threat
- >Engaging in any conduct contrary to the criminal code or ordinances of the Commonwealth/Community on school grounds or at school sponsored activities
- >Engaging in conduct so disruptive as to interfere with the orderly operation of the school or which creates a clear and present danger to the health and welfare of the school community
- >Extortion
- >Harassment of student or staff personnel
- >Leading or participating in a major disruption
- >Possession/use/furnishing/selling of controlled substances (Violation of Policy 227--Drug and Alcohol )
- >Possession/use/transfer of dangerous explosives or weapons
- >Refusal to cooperate with a search based on reasonable suspicion
- >Unwarranted pulling of a fire alarm
- >Vandalism of school property or personal property of school personnel
- >Violation of security protocol of the West Jefferson Hills School District computer network and its components. (Policy 249)

**PROCEDURES\***

- >Immediate referral to administrator
  
- >The administrator verifies the offense and, if necessary, confers with the teacher/staff person involved before meeting with the student.
  
- >After an informal hearing, the student is suspended from school and parents/guardians are notified. If appropriate, law enforcement agencies will be notified.
  
- >A complete and accurate report is submitted to the Superintendent for a possible hearing before the Board of School Directors.

\*The procedures and options suggested are actions that may be taken. Other disciplinary options or responses may be applied only after appropriate consultation with and approval by the building principal.

**SUGGESTED DISCIPLINARY OPTIONS/RESPONSES\***

- >Suspension (ISS/OSS)
- >Referral to appropriate law enforcement agencies
  
- >Referral for Superintendent's hearing
  
- >Restitution of damages or property
  
- >Referral for School Board hearing which could result in appropriate disciplinary action including possible expulsion
  
- >Charges under criminal code
  
- >Referral to student support team