

INDEPENDENT SCHOOL DISTRICT 831
FOREST LAKE AREA SCHOOLS

*Elementary School
Student Code of Conduct*

I. STATEMENT OF PHILOSOPHY

The School Board firmly believes that learning can best take place in an orderly environment and that students can best learn individual and collective responsibility and gain maturity if they are provided opportunities in which to exercise responsibility within the school setting. This School Discipline Policy is intended to communicate expectations regarding acceptable conduct in school in order to provide a positive learning environment for all students.

It is a responsibility of the School Board, administrators and teachers to safeguard the health and safety of each student. The School Board and district administrators will support district personnel who, in dealing with students on disciplinary matters, act in accordance with State Law, Department of Education Regulations and School District policies.

The School Board recognizes its responsibility to meet the educational needs of students who do not respond well to normal school programs. Such efforts may include utilizing special services personnel and outside referral agencies and/or adjusting normal school procedures. If a student does not respond to these efforts and consistently exerts a disruptive influence on the educational environment of a school, the needs of the other students and staff must become a major factor in planning alternatives.

With due consideration to these obligations, it is the responsibility of the School Board and administrators to make reasonable rules and regulations for the governing of student behavior and conduct. Building principals and appropriate staff will annually review this policy to assess its effectiveness. All rules and regulations regarding student behavior will be approved annually by the School Board.

II. ELEMENTARY SCHOOL CODE OF CONDUCT

A. Elementary Student Code of Conduct

The Elementary School Student Code of Conduct is in effect from the time a student arrives at the bus stop and boards the bus at the beginning of the day until the student gets off the bus and leaves the bus stop at the end of the day and at all times when students are participating in school-sponsored activities.

1. Parental/guardian involvement and cooperation is vital in the discipline process.
2. The elementary discipline procedures will apply and be consistently enforced at all elementary schools. At the same time, the School Board realizes the uniqueness of each building and recognizes that there may be individual building and classroom procedures to implement and supplement these District procedures.
3. All elementary staff and parents/guardians will work together to correct the misbehavior of the student and to maintain a written record of incidents of serious misbehavior.
4. Measures to correct misbehavior will depend upon the nature of the behavior, the frequency, and the willingness of the student to correct the undesirable behavior. The use of these measures is intended to encourage acceptable behavior. Corrective action will normally begin at a minimal level and proceed to more serious action.

B. Behavior Expectations

1. The following rules will apply at all elementary schools:
 - a. Students will show respect and courtesy to other people at all times.
 - b. Students will show respect for property inside and outside the buildings.
 - c. Students will behave in a manner that does not endanger themselves or others.

2. When unacceptable behavior cannot be readily corrected by the classroom teacher, the child's parents/guardians will be informed of the problem by the teacher or the principal and requested to participate in solving the problem.
3. If the situation is such that special services personnel are needed, the teacher shall refer the student to the appropriate special service.
4. If the problem is not resolved at the building level, the Principal may refer the student to the Superintendent or designee for further action.

C. Unacceptable Behavior

Disciplinary action may be taken as a result of any behavior which is disruptive or which violates the rights of others. The following acts are examples of unacceptable behavior and subject to disciplinary action in District #831 elementary schools, at school bus stops, on the school buses and at school sponsored activities. School sponsored activities include, but are not limited to, co-curricular events, field trips, and club activities.

The listing of minimum actions does not imply or require that a "step-by-step" progression of increasing severity be employed by an administrator in dealing with a violation. However, there shall be a relationship between the severity of the offense and the administrative action.

1. Violation Against Persons

- a. Fighting
Mutual combat in which all parties have contributed to the situation by verbal and/or physical action.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- b. Harassment
Participating in, or conspiring for others to engage in acts that injure, degrade, or disgrace other individuals.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- c. Sexual, Racial and Religious Harassment and Violence
Sexual, racial and religious harassment and violence as defined in School Board Policy 425 (available on the district's website: www.forestlake.k12.mn.us).
Minimum Action: Student conference, parent/guardian contact, and referral to the School District's Human Rights Officers.
Maximum Action: Expulsion or exclusion.
- d. Bullying
"Bullying" means repeated behavior by an individual student, an individual student within a group of students, or group of students that is intended to cause the victim(s) to feel frightened, threatened, intimidated, humiliated, shamed, disgraced, ostracized, or physically abused. Bullying implies an imbalance in power or strength in which the student being bullied has difficulty defending him or herself. Bullying can take many forms, including physical, verbal, social/relational and/or cyberbullying. (Further clarification can be found in School Board Policy 541 which is available on the district's website: www.forestlake.k12.mn.us.)
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- e. Abusive/Inappropriate Language
(1) Disrespectful language to others.
(2) Threatening language to others.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- f. Interference/Obstruction
Any intentional action taken to attempt to prevent a staff member from exercising his/her lawfully assigned duties.

Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.

- g. Possession of a Firearm (See also School Board Policy #532)
Minimum Action: Immediate suspension, notification of law enforcement agency.
Maximum Action: Expulsion or exclusion.
- h. Possession of a Weapon Other than a Firearm Which Could Cause Harm (See also School Board Policy #532)
Minimum Action: Student conference, parent/guardian contact and possible notification of police.
Maximum Action: Expulsion or exclusion.
- i. Possession of a Weapon Facsimile (See also School Board Policy #532)
Minimum Action: Student conference, parent/guardian contact and possible notification of police.
Maximum Action: Expulsion or exclusion.
- j. Assault
“Assault” is doing an act with intent to cause fear in another of immediate bodily harm or death or intentionally inflicting or attempting to inflict bodily harm upon another.
Minimum Action: Student conference, parent/guardian contact, and possible notification of police.
Maximum Action: Expulsion or exclusion.
- k. Aggravated Assault
“Aggravated Assault” is committing an assault upon the person of another with a dangerous weapon or an assault which inflicts great bodily harm upon the person of another.
Minimum Action: Student conference, suspension, parent/guardian contact and notification of police.
Maximum Action: Expulsion or exclusion.
- l. Hazing
“Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm or embarrassment to a person, in order for the student to be initiated or affiliated with a student organization, or for any other purpose. (Further clarification can be found in School Board Policy 431 which is available on the district’s website: www.forestlake.k12.mn.us.)
Minimum Action: Student Conference and Parent/Guardian Contact.
Maximum Action: Expulsion or exclusion.

2. Violation Against Property

- a. Unauthorized Use of School Property
The unauthorized/illegal use of school property.
Minimum Action: Student conference, parent/guardian contact and notification of police or juvenile authorities.
Maximum Action: Expulsion or exclusion.
- b. Willful Damage of School Property
Minimum Action: Student conference, parent/guardian contact and recommended restitution.
Maximum Action: Expulsion or exclusion.
- c. Willful Damage to Property of Staff Members and Others
Minimum Action: Student conference, parent/guardian contact and recommended restitution.
Maximum Action: Expulsion or exclusion.
- d. Theft
The unauthorized taking or possession of the property of another.
Minimum Action: Student conference, parent/guardian contact, and possible notification

of police or juvenile authorities.
Maximum Action: Expulsion or exclusion.

- e. Robbery/Extortion
The obtaining of property from another where his/her consent was induced by a use of force or a threat of force.
Minimum Action: Student conference, suspension, parent/guardian contact and immediate notification of police.
Maximum Action: Expulsion or exclusion.
- f. Tampering with Food or Beverages
Adding or attempting to add foreign substances to food or beverages, including spitting into food or beverages or spitting on food trays.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.

3. Violation Against School Administrative Procedures

- a. Insubordination
Refusal to follow school rules and regulations as directed by staff.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- b. Disruptive Behavior
Actions which interfere with effective operations of the school.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- c. Record and Identification Falsification/Forgery
 - (1) Falsifying signatures or data on official record.
 - (2) Refusal to give correct identification or giving false identification when requested to do so by a staff member.Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- d. Unauthorized Distribution
Unauthorized distribution of literature on or near school property of inflammatory, libelous or slanderous material.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- e. Leaving School Building or Grounds
Leaving school buildings or grounds during school hours without proper clearance.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
- f. Chronic and Unexcused Absenteeism
Minimum Action: Student conference.
Maximum Action: Expulsion.
- g. Truancy
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion.
- h. Chronic and Unexcused Tardiness
Minimum Action: Student conference.
Maximum Action: Expulsion or exclusion.
- i. Student Attire
Manner of dress or personal grooming which presents a clear danger to the student's health and safety, causes an interference with work, or creates classroom or school disorder. The wearing of headwear and coats and the wearing or display of confederate flag, swastika and KKK signs or symbols is not permitted on school property or at school sponsored events. The wearing of any clothing that displays tobacco, alcohol, drug, or drug paraphernalia and offensive words, pictures or

symbols is not permitted on school property or at school sponsored events. Clothing must cover back, shoulders, midriff and cover chest, buttocks and underclothing. School property is defined as school buildings and grounds, including the parking lot and school buses.

Minimum Action: Student conference and parent/guardian contact.

Maximum Action: Expulsion or exclusion.

j. Trespassing

Physically present on a school campus or at a school activity after being requested to leave by school principal or other person lawfully responsible for the control of said premises.

Minimum Action: Student conference and possible referral to police or juvenile authorities.

Maximum Action: Expulsion or exclusion.

k. Student Cell Phone Use in School

The following rules are intended to outline minimal expectations regarding cell phone use in school. Principals can enforce rules that are more strict.

- (1) Cell phones must be turned off in classrooms and stored in a purse, briefcase, backpack, pocket, etc.
- (2) Cell phones must be turned off in locker rooms and bathrooms and stored in a purse, briefcase, backpack, pocket, etc.
- (3) Cell phones that are stored in lockers must be turned off.
- (4) Failure to follow these directives may result in the loss of all cell phone privileges at school and may result in other disciplinary actions including suspension and/or expulsion.
Minimum Action: Student conference.
Maximum Action: Expulsion or exclusion.

l. Student Camera Use in School

The use of cameras in school by students is generally prohibited because of the disruption that can occur. However, in some very restricted instances, camera use by students is permitted.

- (1) Cameras cannot be used in locker rooms or bathrooms.
- (2) Failure to follow this directive may result in the loss of all camera privileges at school and may result in other disciplinary actions including suspension and/or expulsion.
- (3) These rules are intended to outline minimal expectations regarding camera use in school. Principals can enforce rules that are more strict.
Minimum Action: Student conference.
Maximum Action: Expulsion or exclusion.

D. Conduct on School Buses and Consequences for Misbehavior (See also School Board Policy #531)

1. Riding the school bus is a privilege, not a right. Students are expected to follow the same behavioral standards while riding school buses as are expected on school property or at school activities, functions or events. All school rules are in effect while a student is riding the bus or at the bus stop.
2. Consequences for school bus/bus stop misconduct will be imposed by the Building Principal or the Principal's designee. In addition, all school bus/bus stop misconduct will be reported to the District's Transportation Safety Director. Serious misconduct may be reported to local law enforcement.

a. School Bus and Bus Stop Rules.

The School District school bus safety rules are to be posted on every bus. If these rules are broken, the School District's discipline procedures are to be followed. Consequences

are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the School District's Transportation Office/School Office.

b. Rules at the Bus Stop.

- (1) Get to your bus stop 5 minutes before your scheduled pick up time. The school bus driver will stop, but not wait for late students.
- (2) Respect the property of others while waiting at your bus stop.
- (3) Keep your arms, legs and belongings to yourself.
- (4) Use appropriate language.
- (5) Stay away from the street, road or highway when waiting for the bus. Wait until the bus stops before approaching the bus.
- (6) After getting off the bus, move away from the bus.
- (7) If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- (8) No fighting, harassment, intimidation or horseplay.
- (9) No use of alcohol, tobacco or drugs.

c. Rules on the Bus.

- (1) Immediately follow the directions of the driver.
- (2) Sit in your seat facing forward.
- (3) Talk quietly and use appropriate language.
- (4) Keep all parts of your body inside the bus.
- (5) Keep your arms, legs and belongings to yourself.
- (6) No fighting, harassment, intimidation or horseplay.
- (7) Do not throw any object.
- (8) Do not eat or drink on the school bus on regular school bus routes to and from school. Exceptions will be made for medical reasons.
- (9) No use of alcohol, tobacco or drugs.
- (10) Do not bring any weapon or dangerous objects on the school bus.
- (11) Do not damage the school bus.

d. Consequences.

- (1) Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with co-curricular and extra-curricular events (for example, field trips or competitions) will be in the sole discretion of the School District. Parents/guardians will be notified of any offenses and/or suspension of bus privileges.

(a) Elementary (K-6) per school year.

1st offense – warning

2nd offense – warning or 1-3 school day suspension from riding the bus

3rd offense – 5 school day suspension from riding the bus

4th offense – 10 school day suspension from riding the bus and meeting with parent or guardian

Further offenses – individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

(b) Other Discipline.

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school may also result from school bus/bus stop misconduct.

On a take home route, a school bus driver shall have the authority to remove a student from the bus for one day for misbehavior considered to be causing an immediate and substantial danger to self or surrounding persons or property, provided the driver follows the administrative

regulations addressing these suspensions, as outlined in the Driver's Handbook.

- (c) Records.
Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Records may also be maintained in the transportation office.
- (d) Vandalism/Bus Damage.
Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid.
- (e) Notice.
Students will be given a copy of school bus and bus stop rules during school bus safety training. Rules are to be posted on each bus and both rules and consequences will be periodically reviewed with students by the driver.
- (f) Criminal Conduct.
In cases involving criminal conduct the Superintendent, local law enforcement officials and the Department of Public Safety will be informed.

(2) Parent/Guardian Involvement

- (a) Parent/Guardian Responsibilities For Transportation Safety.
 - (i) Become familiar with District rules and policies, regulations and principles of school bus safety.
 - (ii) Assist students in understanding safety rules and encourage them to abide by them.
 - (iii) Recognize their responsibilities for the actions of their children.
 - (iv) Support safe riding practices and reasonable discipline efforts.
 - (v) When appropriate, assist students in safely crossing local streets before boarding and after leaving the bus.
 - (vi) Support procedures for emergency evacuation, and procedures in emergencies as set up by the School District.
 - (vii) Respect the rights and privileges of others.
 - (viii) Communicate safety concerns to school administrators.
 - (ix) Monitor bus stops, if possible.
 - (x) Support all efforts to improve school bus safety.
- (b) Parent/Guardian Notification.

A copy of the School District school bus and bus stop rules will be provided to each family at the beginning of the school year or when a child enrolls, if this occurs during the school year. Parents/guardians are urged to review the rules with their children.

E. Removal of Student From Class

1. Rules Governing Student Conduct:

The rules governing student conduct are included in this Elementary School Code of Conduct. Students will be informed of these rules by their classroom teacher during the first week of each school year. Students enrolling after the school year starts will be informed of these rules by a designated staff member.

2. Grounds for Removal From Class:

The grounds for removal are as follows:

- a. Willful conduct which materially and substantially disrupts the rights of others to an education;
- b. Willful conduct which endangers School District employees, the student or other students, or the property of the school;
- c. Willful violation of any rule of conduct established in the discipline policy.

3. Authority to Remove Students:

The teacher or supervisor in immediate charge of the class from which the student is being removed; or the building Principal or lead teacher; may remove a student from that specific class as specified under M.S. 121A.61. A student may be removed from class when in the judgment of the teacher, supervisor or administrator authorized to remove said student, the student has violated one or more of the grounds listed for removal from class.

4. The Procedure for Removal

- a. The student will be informed of the reason for removal.
- b. The student will be given an opportunity to respond.
- c. The principal/designee will be informed of the removal.
- d. The classroom teacher will be informed.
- e. The student will report to the area designated by the teacher or supervisor. If, in the judgment of the teacher or supervisor, allowing the student to move unescorted may endanger the student, other individuals, or School District property, the teacher or supervisor should escort the student or request assistance from the office in escorting the student.
- f. The student will be provided and expected to complete the assignments missed due to being removed from the class.

5. Length of Time of Removal:

Any removal which is longer than the activity being participated in or 45 minutes will come under the jurisdiction of this policy. The removal shall not exceed one hour per day for three consecutive days or three consecutive hours in a day unless by administrative action.

6. Responsibility For and Custody of a Student Removed From Class:

The Principal or designee will make the necessary arrangements.

7. Procedures for Returning the Student to Class:

The Principal or designee will return the student to the classroom.

8. Notifying Parents/Guardians:

The school employee removing the student will communicate with the parent/guardian.

9. Procedures Determined Appropriate for Encouraging Early Involvement of Parents/Guardians:

Teachers will attempt to discuss behavior problems with parents/guardians prior to invoking the removal procedures.

10. Students with reoccurring behavior problems will be referred to the school's pre-referral team.

11. Students with current IEPs will be brought to the student study team for further review.

F. Other Violations

1. Gambling
The playing of a game of chance for stakes.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
2. Disorderly Conduct
Engaging in offensive, obscene, or abusive language or in boisterous and noisy conduct.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Expulsion or exclusion.
3. Use or Possession of Tobacco and/or Tobacco Products
Use of and/or possession of any type of tobacco product by any student, regardless of age, will be governed by Minnesota Statute and School District rules.
Minimum Action: Student conference and parent/guardian contact.
Maximum Action: Suspension
4. Use, Possession, Distribution or Sale of Illegal Drugs, Alcohol, Narcotics, Drug Paraphernalia, or Simulated Drugs
Students who violate the rules concerning the use of alcohol and drugs will be subject to one or more of the following procedures:
 - a. Parent/guardian conference.
 - b. Notification of local law enforcement agency or other appropriate agencies.
 - c. Referral to the school's Chemical Dependency Coordinator.
 - d. Referral via petition to Chisago, Washington, or Anoka County Court Services.
 - e. In-school restriction.
 - f. Dismissal from school (Suspension or Expulsion).
5. Fire Alarms/911
The sounding of false fire alarms or false 911 calls.
Minimum Action: Student conference, parent/guardian contact, and notification of appropriate Police and Fire Department officials.
Maximum Action: Expulsion or exclusion.
6. Terroristic Threats (a bomb threat is an example)
The making of bomb threats or other terroristic threats either verbally, by telephone, by letter or through any other means of communication.
Minimum Action: Immediate suspension, notification of law enforcement agency.
Maximum Action: Expulsion or exclusion.
7. Inappropriate Use of Technology (See also School Board Policy 540)
Technology instruction includes computers, televisions, video or audio recorders and players, and other related technological equipment. Students must follow all appropriate use of technology procedures as established by the School District.

Technology misuse includes, but is not limited to:
 - a. Using unauthorized programs, software, videos, CDs or audiotapes.
 - b. Attempting to bypass or alter computer security.
 - c. Unauthorized modification of computer configuration (desktop pattern, sounds, etc.).
 - d. Attempting to access, add, delete or alter information or files of another person or organization without permission.
 - e. Using technology to access, transfer, copy or store inappropriate materials or messages.
 - f. Use technology resources for commercial, personal profit or illegal enterprises.
Minimum Action: Student conference.
Maximum Action: Expulsion or exclusion.
8. Academic Dishonesty
It is expected that students pursue their academic studies in an honest manner and with

integrity. Work that is turned in for credit needs to result from the student's own efforts. Academic dishonesty includes but is not limited to two major areas: cheating and plagiarism. Cheating is a deceptive act in which a student attempts to show knowledge which is not theirs. Plagiarism is presenting information from someone else, as though the ideas, words, or facts are the student's own.

Minimum Action: Student conference, parent/guardian contact.

Maximum Action: Expulsion or exclusion.

G. Corrective Measures

Discipline should not be confused with punishment. The goal of discipline is a self-regulated individual with mature attitudes and socially-acceptable standards of conduct.

Corrective measures used will depend upon the nature of the behavior, the frequency, and the degree to which the student is willing to try to correct undesirable behavior.

With the exception of serious violations of the Student Conduct Code, corrective measures will normally begin at a minimal level and then proceed to more serious levels. These procedures may include but are not limited to: conferences with teacher, counselor, or principal; detention; loss of school privileges; parent/guardian conference with school staff; modified school program; school transfer; dismissal for one day; suspension; referral to District Administration; expulsion; police referral; court referral and home instruction.

1. Student Conference

Conferences will be conducted with students regarding disciplinary matters to insure due process. (Conferences by school administrators are not required for discipline action under Article III G. Removal of Student From Class by the Teacher.) Each student facing the imposition of disciplinary action under this code of conduct must be informed, orally or in writing, of the facts and the nature of the conduct which has been challenged and be given an opportunity to explain his or her version of the facts or conduct which has been challenged prior to the imposition of discipline.

2. Parent/Guardian Contact

Depending on the violation and the seriousness of the action, a student's parent/guardian may be contacted by telephone or mail in addition to a student conference. The intent of the contact is to inform the parent/guardian of the violation and the student's attitude during the conference and to elicit parent/guardian support for correcting the unacceptable behavior.

3. Parent/Guardian Conference

The principal, assistant principal, counselor, or teacher may request a parent/guardian conference, with or without the student present, to insure parent/guardian understanding of the student's academic and/or behavior problem and to mobilize a cooperative effort to correct the difficulty.

4. Referral to Community Services Agencies

Referral to Community Services agencies is to be by school authorities. The parents/guardians will be consulted when appropriate if any community service is to be used for a student or if a student will be referred to a community resource.

5. Suspension (M.S. 121A.41 Subd. 10)

"Suspension" means an action taken by the school administration prohibiting a student from attending school for a period of not more than ten consecutive school days. The suspension period may be extended an additional five days when it is determined that the student will create an immediate and substantial danger to persons or property around him/her. The purpose of suspension is to remove the student from the school environment and to provide time for the professional staff, parent/guardian and student to discuss the matter and bring about an agreement on future conduct.

6. Alternative Program

“Alternative Program” means educational opportunities made available within the School District, but which may be at a site different from a student’s originally assigned school or schedule. After a student returns from an alternative program, in-school monitoring may be used to assist the student in his/her adjustment to the school rules and environment.

7. Expulsion or Exclusion

“Expulsion” means an action taken by the School Board to prohibit an enrolled student from further attendance for a period that shall not extend beyond an amount of time equal to one school year from the date a student is expelled. (M.S. 121A.41, Subd. 5). “Exclusion” means an action taken by the School Board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year (M.S. 121A.41, Subd. 4).

8. Referral to Police or Juvenile Authorities

When a student’s misbehavior is so extreme that it may involve the violation of a law, police or juvenile authorities will be contacted by the Principal or a designated representative. Every reasonable attempt shall be made to notify parents/guardians at the same time juvenile authorities are called. If the officer indicates that he/she is arresting the student, with or without a warrant, that officer shall have complete jurisdiction and responsibility in the matter and the Principal shall not interfere with the student’s removal from the building. It is expected that the contact with the student shall be arranged in a manner to make it as unobtrusive as possible.

9. In-School Suspension

In-School Suspension (ISS) may be required of a student for one or more breaches of the Code of Conduct. Students placed in ISS are required to remain in one room for a designated period of time. Students in ISS are under the supervision of school staff and are given ISS and/or homework assignments which must be completed.

10. Students with Disabilities

Students with disabilities who violate the Student Code of Conduct will receive corrective measures in accordance with applicable state and federal law.

H. Procedures for Notification of Students and Parents or Guardians of Violation of the Rules of Conduct and of Resulting Disciplinary Actions:

1. Violations of Elementary Student Code of Conduct: Students and parents or guardians will be notified of violations and disciplinary actions taken as listed in the Elementary Code of Conduct.
2. Annual Report: The building Principal or his/her designee shall prepare a yearly report consistent with State statute or Minnesota Department of Education rules.

I. Student Searches

1. Locker Searches

School lockers are the property of the School District. At no time does the School District relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of the law or school rules. As soon as practicable after the search of a student’s locker, school authorities must provide notice of the search to students and the student’s parents whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

2. Personal Possession Searches

The personal possessions of students whether on their person, in desks, lockers or backpacks, may be subject to a reasonable search when the School District has a reasonable,

individualized suspicion that evidence will be produced showing that the student violated the law or school rules. As soon as practicable after the search of a student's personal possessions, school authorities must provide notice of the search to students and the student's parents whose personal possessions were searched unless disclosure would impede an ongoing investigation by police or school officials.

It is the policy of the School Board of School District #831 to comply with Federal and State Law (and all requirements imposed by or pursuant to regulations issued in support of such laws) prohibiting discrimination against any person on the grounds of race, color, national origin, creed, religion, sex, marital status, sexual orientation, status with regard to public assistance, age or disability.

Adopted by the School Board of Independent School District #831 on May 24, 2007 as School Board Policy. Printed: July 2007.