

KANAWHA COUNTY BOARD OF EDUCATION POLICY

Student Behavior

Series: J25

Reference: W.Va. Code §18A-5-1 et seq.; 126 CSR 96; Title IX of the Educational Amendments of 1972; West Virginia Board of Education Policy 4373

Issued: 04.20.1989

Revised: 06.17.2004; 04.21.2005; 06.16.2011; 05.17.2012;
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25.01. **Scope.** -- This rule sets the requirements for the conduct of students in Kanawha County Schools in order to assure a nurturing, orderly, safe, drug-free, violence- and harassment-free learning environment that supports student academic achievement and personal-social development. This Policy replaces the Student Behavior Policy adopted on June 16, 2011.

25.02. **Authority.** -- W.Va. Constitution, Article XII, §2, and W.Va. Code §§16-9A-4, 16-9A-9, 17A-1-1, 18-2-5, 18-2-5a, 18-2-7b, 18-2-9, 18-2C-1 et seq., 18-2-33, 18-5-1, 18-5-13, 18-16-1, 18A-1-1, 18A-5-1, 18A-5-1a, 60A-1-101, 61-2-15, 61-7-2, 61-7-11a, 60A-7-11a; and West Virginia Board of Education Policy 4373.

25.03. **Purpose.** The Kanawha County Board of Education recognizes the need for students, teachers, administrators, and other school personnel to have a nurturing, orderly, safe, and stimulating educational environment. The purpose of these regulations is to provide Kanawha County Schools with a policy of student conduct that will ensure an orderly and safe environment that is conducive to learning. These regulations also require that Kanawha County Schools respond promptly and consistently to incidents of harassment, intimidation, bullying, substance abuse and/or violence or other Student Code of Conduct violations in a manner that effectively deters future incidents and affirms respect for individuals. Any form of harassment, intimidation, bullying, substance abuse, violence, or other policy violation is unacceptable in Kanawha County Schools.

25.04. **Student Code of Conduct.**

25.04.1. All students enrolled in Kanawha County Schools shall behave in a manner that promotes a school environment that is nurturing, orderly, safe and conducive to learning and personal-social development.

25.04.2. Students will help create an atmosphere free from bullying, intimidation and harassment.

25.04.3. Students will demonstrate honesty and trustworthiness.

25.04.4. Students will treat others with respect, deal peacefully with anger, use good manners and be considerate of the feelings of others.

25.04.5. Students will demonstrate responsibility, use self-control and be self-

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disciplined.

25.04.6. Students will demonstrate fairness, abide by the rules, and will not take advantage of others.

25.04.7. Students will demonstrate compassion and caring.

25.04.8. Students will demonstrate good citizenship by obeying laws and rules, respecting authority, and by cooperating with others.

25.04.9. The Right to a Thorough and Efficient Education. All students, regardless of race, religion, national origin, language, gender, disability, marital status, parenthood, or pregnancy have the right to an equal education opportunity. Students are required by law to attend school regularly until their seventeenth birthday; as long as they continue to be enrolled as a student after their seventeenth birthday; or until their graduation. A student who has not graduated may attend school until they are twenty-one.

Public schooling is tuition-free for all students. School systems, however, may charge tuition for summer school and before/after-school programs, if offered, provided that any student whose parents, in the judgment of the board, are unable to pay such tuition, may attend at a reduced charge or without charge except for post secondary, community education, or adult preparatory programs.

Whatever school supplies are deemed necessary to accomplish the goals of a school system and are an integral and fundamental part of elementary and secondary education must be provided free of charge to all students, such as textbooks, paper, writing implements and computers if their use is part of the curriculum. Students may be required to purchase their own equipment, such as instruments and costumes, for performance-based classes, such as band, orchestra, choir, dance and theatre. However, students shall not be denied participation in a class because their parents/guardians cannot afford to do so. Schools have contingency plans to accommodate students and families who do not have the financial means to make these purchases.

25.04.10. Student Inquiry and Expression. Schools may not conduct, sponsor or

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endorse religious activities during school time. Individual students have the right to practice their own religion in a manner that does not interfere with the orderly conduct of classes and may form student groups with a religious focus that meet after school. Students have the right to be absent from school, on a reasonable basis, for religious instruction and/or for participation in religious activities. An opportunity must be provided for students to make up any work missed; however, it is the student's responsibility to make up such work pursuant to the rules established by the school or county.

Students are entitled to exercise appropriate speech while at school. Freedom of speech includes forms of expression other than vocal, provided this activity does not materially and substantially disrupt the work and discipline of the school or impinge upon the rights of other students. Schools may limit vulgar or offensive speech inconsistent with the school's responsibility for teaching students the boundaries of socially appropriate behavior. Students' off campus conduct that might reasonably be expected to cause disruption in the school may be prohibited or disciplined. This includes blogs and social media postings created for the purpose of inviting others to indulge in disruptive and hateful conduct towards a student or staff member.

Students have the right not to be compelled to participate in certain types of speech, such as reciting the Pledge of Allegiance. Students who choose not to participate in these ceremonies have the responsibility to respect the rights of those who do participate and must remain respectfully silent.

School sponsored student publications that are a part of the curriculum are subject to teacher editorial, control and therefore student speech may be regulated in a manner reasonably related to educational purposes.

25.04.11. Non-curriculum Related Student Groups. When high schools allow one or more student groups whose purpose is not directly related to any class taught at the school to meet at the school, this is referred to as a limited open forum. If a school is a limited open forum for any purpose, the school must allow religious, political, and/or philosophical group meetings as long as the meetings are voluntary, monitored by the school, and do not interfere with the conduct of school activities.

25.04.12. Extra-Curricular Activities. Students must meet all state and local

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attendance requirements and maintain a 2.0 grade point average in order to participate in non-academic extra-curricular activities (e.g. interscholastic athletics such as football, basketball, track or wrestling; cheerleading; student government; class officers in grades 6-12). Eligibility is determined for each semester by a student's grade point average for the previous semester. Those students participating in a GED program whose grade point average for the last semester before entering into the program was below 2.0 grade point average may become eligible if they achieve a 2.0 average or better the mid-point of the second semester (the nine week point) in the same manner as students enrolled in the regular curriculum as outlined in WVBE Policy 2436.10.

Fees may be required to help support the cost of extra-curricular activities; however, the fees should be kept to a minimum in order to further equal opportunity for participation regardless of economic status. If fees are to be paid by a student who cannot afford those fees, school officials shall develop options that will allow the student to participate.

25.04.13. Privacy. Students have certain privacy rights regarding school records. To ensure this privacy, WVBE Policy 4350 – Collection, Maintenance and Disclosure of Student Data provides regulations for schools to follow regarding school records. Parent(s)/guardian(s) of students under eighteen years of age are entitled by law to inspect and review their child's school records. This right applies to both custodial and non-custodial parents. Students have these same rights if they are eighteen years of age or older. A guidance counselor or other school official may be needed to assist in interpreting the information in a student's permanent record file, but their assistance is not required.

If a student or parent/guardian believes that information contained in an education record is inaccurate or misleading or violates the student's privacy or other rights, the student or parent/guardian may request that the records be amended. If the school does not amend the records, a hearing may be requested to challenge the content of the records.

Except in certain instances, school officials may not release information from a student's records without the consent of a parent or guardian, or student if the student is eighteen years of age or older. For example, confidential

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medical information cannot be released without the consent of the parents or guardians or eligible students' specific written consent. However, under certain conditions, authorized persons or agencies may receive information without consent. For example, if school officials are served with a valid subpoena for student information, the parents or guardians must be provided notice prior to compliance with the subpoena in order that they may voice any objections in the venue that issued the subpoena.

Directory information may be released without seeking prior consent of the parents or guardians unless they refuse to waive consent at the beginning of each school year after receiving notification by the school of their statutory rights under the law.

25.04.14. Protection from Unreasonable Searches and Seizures and Self-Incrimination. Federal and state constitutions and statutes provide protection for all citizens from unreasonable searches and seizures. Although school personnel have more latitude than police officers in this regard, because they do not need search warrants, search and seizures of lockers or students by school officials must still be reasonable, based upon the information known by them at the time of the search. Personal property may be searched by those authorized where there is "reasonable suspicion" to believe that student property contains stolen articles, illegal items or other contraband as defined by law or by local board or school policy.

Students also have a right under federal and state constitutions not to incriminate themselves about a crime when questioned on school grounds by an individual acting in the capacity of a law enforcement official. They are entitled to be informed of their right against self-incrimination if they are in a custodial setting, in other words, they are not at liberty to terminate the interrogation and leave. If a student is under 18 years of age, prior to permitting a student to be questioned by any law enforcement officer, other than a PRO, school personnel shall contact the student's parent/guardian and receive permission for the student to be questioned. Students do not have a constitutional right against self-incrimination when being questioned by school officials or PRO Officers acting under the supervision of school officials who are investigating school related misconduct.

25.04.15. Child Abuse Prevention. Students have the right to grow up without

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being physically or sexually abused at school, in the home or the community.

W.Va Code §49-6A-2 requires teachers, counselors, nurses, or other professionals who suspect that a student is being abused to report the circumstances to the West Virginia Department of Health and Human Resources. Victims of abuse may seek the advice or assistance of a teacher, counselor, nurse, or other school professional. The school professional will assist students in getting needed help to prevent the abuse from recurring.

25.05. Application.

25.05.1. All students shall be subject to the provisions of a code of conduct in the following circumstances:

25.05.1.1. While on property owned by Kanawha County Schools.

25.05.1.2. During time periods when a student is scheduled to attend school or other activities conducted under the auspices of Kanawha County Schools, regardless of whether a student is in actual attendance.

25.05.1.3. During any extracurricular activity or trip conducted under the auspices of Kanawha County Schools in which a student elects to participate.

25.05.1.4. While a student is in transit to or from school or an extracurricular activity, including transit on a school bus.

25.05.1.5. Offenses against employees of Kanawha County Schools, regardless of time or place.

25.05.1.6. Bomb threats involving Kanawha County Schools' property, regardless of time or place.

25.05.1.7. The consumption of alcoholic beverages or Substances, as defined herein, in any amount, prior to school or any school related activity, regardless of place.

25.05.1.8. While the student is at any school-sponsored activity or event, whether or not it is held on school premises, in a building or other property used or operated by the board of education, RESA or state department of education, or in another facility being used by any of those agencies.

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- 25.05.2. Students who do not behave in a manner that promotes a nurturing, orderly, safe environment conducive to learning will be subject to the Levels of Response to Violations as outlined in Section 25.07 hereof.
- 25.05.3. This policy does not supersede any rights granted to special education students by Federal or State law or other West Virginia Board of Education policy.
- 25.05.4. While this policy deals primarily with student behaviors, consequences for the inappropriate behaviors of staff and/or public guests will be addressed through personnel procedures (for staff) and removal from school premises (for public guests).
- 25.06. **Planning.** To ensure understanding of the student code of conduct policy, Kanawha County Schools will develop and implement training at each grade level K-5, 6-8, and 9-12.
- 25.06.1. Discussions in classrooms and at grade level large group meetings will be held at the beginning of the school year to raise the awareness of the different types of Student of Conduct violations and how they are manifested, their devastating emotional and educational consequences, and their potential consequences.
- 25.06.2. Each student will sign an acknowledgement verifying participation in the Code of Conduct training.
- 25.06.3. New students enrolled in the county will be provided with the Code of Conduct information as part of the school's orientation. A copy of the policy will be sent home with each new student.
- 25.06.4. At the beginning of the school year the county's Code of Conduct will be printed in booklet form and distributed to homes in the county's newspapers and schools will send a copy home with each student.
- 25.06.5. Parents of students in grades K-5 and parents of students who are entering middle school or high school for the first time will be asked to sign an acknowledgement verifying receipt of the county's Code of Conduct. The acknowledgements will be returned to school and kept in the administrative office (either principal's, assistant principal's, or counselor's).

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- 25.06.6. Multicultural educational programs will be developed and implemented for staff, faculty, and students in grades K-12 to foster an attitude of understanding and acceptance of all individuals.
- 25.06.7. Each local school administration shall be responsible to implement provisions of this policy with specific regard to education, communication and enforcement provisions.
- 25.06.8. Each school shall develop clear procedures for identification, intervention and referral of students with behavioral and substance abuse issues.
- 25.06.9. No school or board of education property or school or county publication may be used for the advertisement of any tobacco or alcohol product. In accordance with WVBE Policy 4321.1 - Standards for School Nutrition, each school should minimize marketing other foods and beverages in the high school setting by locating their distribution in low student traffic areas and by ensuring that the exterior of vending machines does not depict commercial logos of products or suggest that the consumption of vended items conveys a health or social benefit.
- 25.06.10. Groups using school facilities shall sign agreements with the county board of education agreeing to comply with the environmental safeguards set forth in this policy.
- 25.06.11. Students, parents and spectators will be informed by public address systems that this policy remains in force on evenings, weekends and any other time that school is not in session.
- 25.06.12. Partnership Development: Kanawha County Schools are encouraged to establish county agency and organization partnerships with the purpose of providing the county's schools with additional supports and resources to shape behaviors in safe and supportive schools. These partnerships may be both formal and informal.

At the district level, formal partnerships with community service agencies (i.e. law enforcement, behavioral healthcare providers) will be essential to successful implementation of this policy. Specific attention should be given

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to the development of formal agreements and protocols that ensure coordination between agencies and high quality service delivery to students and their families. At the district level, memoranda of understanding and/or contracts are necessary whenever partner organization representatives interact with students on school property, during the school day or on behalf of the school system. These formal agreements should clearly articulate the types of student interaction that may occur, the roles and responsibilities of all parties involved, procedural operations and resource sharing (i.e. funding, space, staff, data).

At the district level, informal partnerships may be short or long-term commitments that may or may not require written agreements. These partnerships usually involve collaborative groups that form around common mission and goals (i.e., anti-drug coalitions, tobacco control coalitions) to coordinate events, initiatives, resource development/dissemination, service delivery, local partnership development and/or professional development. They do not require formal agency agreements.

25.06.13. LSIC Discipline Reports. Each LSIC shall develop and deliver a report (adhering to all applicable student privacy regulations) to the county superintendent (council on productive and safe schools) that includes:

- Guidelines for the instruction and delivery of interventions for students who have been excluded from the classroom, suspended from the school or expelled from the school. The guidelines shall include descriptions/recommendations for in-school programs with alternative settings and/or schedules, a system to provide effective communication and coordination between school and local emergency services agencies, preventive discipline strategies and student involvement strategies.
- Findings from an examination of school discipline procedures including disciplinary measures used at the school along with a documented assessment of fairness and consistency of disciplinary actions.
- The superintendent (or designee) shall respond to the LSIC in writing within 10 days of receiving the report
- The county board shall retain and file all such correspondence for public review.

25.06.14. School Access Safety Plans. Kanawha County Schools shall submit to

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the School Building Authority (SBA) a school access safety plan or annual plan update that addresses the school access safety needs of each school facility in the county. The safety plan shall include at least the following:

- 25.06.14.1. A prescribed countywide inventory of each school facility's means of ingress to and egress from the school for students, school employees, parents, visitors and emergency personnel;
- 25.06.14.2. The recommendations and guidelines developed by the Countywide Council on Productive and Safe Schools together with the county board's assessment of the recommendations and guidelines;
- 25.06.14.3. Recommendations for effective communication and coordination between school facilities, local law-enforcement agencies and local emergency services agencies in the county;
- 25.06.14.4. An assessment of the current status of crime committed on school campuses and at school-related functions;
- 25.06.14.5. A projected school access safety repair and renovation schedule for all school facilities in the county;
- 25.06.14.6. A prioritized list of all projects contained in the plan, including the projected cost of each project;
- 25.06.14.7. A description of how the plan addresses the school access safety goals and guidelines established by the SBA and how each project furthers the county board's safety plan, facilities plan and school major improvement plan;
- 25.06.14.8. Notation of the funds available for allocation and disbursement to the county board from the School Access Safety Fund;
- 25.06.14.9. A description of any source of local funds that the county board intends to contribute to the safety projects, or an approved financial hardship waiver, to satisfy the local contribution requirements; and
- 25.06.14.10. Any other element considered appropriate by the SBA or required by other regulations.

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25.06.15. School Crisis Plans. Each school shall create a comprehensive crisis response plan with necessary safeguards to protect information contained in each response plan that may be considered protected critical infrastructure information, law enforcement sensitive information or for official use only. The crisis response plans must be developed under the following requirements:

25.06.15.1. each school shall form a crisis response planning team consisting of the principal, two teachers, one service person and two parents of children attending the school. The crisis response planning team may include one member of the county board, a school counselor, a member from local law-enforcement authorities, the local county emergency services director and one student in grade ten or higher if the school has those grades;

25.06.15.2. each school, through the school's crisis response planning team, shall develop a school specific crisis response plan using the state/county template and with consultation from local social services agencies, local first response agencies including police, fire, emergency medical services (EMS), emergency management and any other local entities that the school's crisis response planning team determines should be consulted;

25.06.15.3. each school's specific crisis response plan shall be in place and filed with the county board and included in a secure electronic system identified by the Division of Homeland Security and Emergency Management no later than August 1, 2013, or soon after completion by the school, whichever occurs first;

25.06.15.4. each school's crisis response planning team shall annually review its crisis response plan and shall update the plan according to procedures developed by the state no later than August 1 of each year after 2013;

25.06.15.5. each school shall make a redacted copy of its school crisis response plan available, upon request, for inspection by the public with any information removed that is necessary for compliance with the necessary safeguards developed by the state. Starting with the 2013-2014 school year, each school shall annually send notice home to all parents and guardians of students at the school alerting the parents and guardians to the existence of the crisis response plan and the ability to review a redacted copy at the

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offices of the county board;

25.06.15.6. each school crisis plan shall include at least the following:

- the school employee in charge during a crisis and a designated substitute;
- a communication plan to be used during a crisis;
- protocols for responding to immediate physical harm of students, faculty or staff and to traumatic events, including the period after the events have concluded;
- disaster and emergency procedures to respond to earthquakes, fire, flood, other natural disasters, explosions or other events or conditions in which death or serious injury is likely;
- crisis procedures for safe entrance to and exit from the school by students, parents, and employees, including an evacuation and lock down plan; and
- policies for enforcing school discipline and maintaining a safe and orderly environment during the crisis.

25.07. Violations of the Student Code of Conduct.

25.07.1. This policy classifies student violations of the Student Code of Conduct in four levels. W.Va. Code requires that the principal suspend a student who commits a violation classified as a Level IV in this policy. Level III and IV violations are to be referred directly to the appropriate administrator because of the serious and/or unlawful nature of the misconduct. All violations of this policy shall be reported to the principal of the school or his or her designee (assistant principal). Upon receipt of the student discipline report and after such investigation and due process as may be required under the circumstances, the principal or his or her designee will determine the level of violation and the school's response. The principal or designee shall promptly enter the required disciplinary data into the West Virginia Education Information System (WVEIS) in order to file the required information with the West Virginia Department of Education of all substantiated reports of all violations of the Student Code of Conduct

25.07.1.1. Level I Violations – Minimally Disruptive Behaviors – disrupt the educational process and the orderly operations of the school but do not pose a direct danger to self or others.

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25.07.1.1.1. Cell Phones and other electronic communication devices. The use of cell phone, pagers, “beepers”, PDAs or similar electronic communication devices are not permitted during school from the beginning of the first instructional period through the end of the last instructional period. This includes between class periods, as well as on school-sponsored trips and “behind-the-wheel” driver education classes. “Using” refers to, not only the making and/or receiving of calls, but also using the device for any other purpose. Subject to appropriate school regulation, electronic communication devices may be used during lunch time. During the instructional day, electronic communication devices may be used, with administrative permission, for emergencies only. The use of electronic communication devices while on school buses is strictly prohibited unless an emergency situation arises and students have permission from the bus driver. Electronic communication devices may be used if such devices are not capable of being used to communicate with any other device. This prohibition is not intended to prohibit students from using electronic communication devices for curricular purposes under the direction and supervision of a teacher.

25.07.1.1.1.1. Electronic communication devices are to remain turned off during the times that students are not permitted to use the phones.

25.07.1.1.1.2. Electronic communication devices will not be used to take photographs or videos during the school day. Also, electronic communication devices will not be used to take photographs or videos of any type in the restrooms, locker rooms or other private areas at any time, or at any other time that causes a disruption at school.

25.07.1.1.1.3. Each school shall establish reasonable rules for the use of electronic communication devices by students participating in extracurricular activities and athletics. Such rules shall be provided to the students at the beginning of the school year.

25.07.1.1.1.4. Kanawha County Schools shall not be responsible for lost, damaged or stolen cell phones or other electronic communication devices.

25.07.1.1.1.5. Any use of electronic devices during the instructional school day, in violation of this policy, without permission of a teacher for curricular

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purposes or the administrative staff shall be considered a disciplinary violation. In addition to the penalties otherwise imposed by this policy the following penalties apply to electronic communication device misuse.

25.07.1.1.1.5.1. The first electronic device infraction shall result in the confiscation of the device. Once the device is confiscated it will only be returned to a parent or guardian after a conference.

25.07.1.1.1.5.2. The second infraction shall result in confiscation of the device, a parent or guardian conference, and termination of the right to carry an electronic communication device for the rest of the school year.

25.07.1.1.1.5.3. Any third or subsequent violation of this policy may also, at the principal's discretion, result in additional disciplinary action for habitual or willful disobedience of school rules in accordance with the provisions of this policy.

25.07.1.1.1.5.4. Any student who uses a cell phone, other technological or electronic device for any illegal purpose or to violate any Kanawha County Schools policy will be prohibited from having an electronic communication device at school.

25.07.1.1.2. Cheating/Academic Misconduct. A student will not plagiarize or copy the work of others or break rules to gain advantage in a competitive situation. A student will not cheat, gain unauthorized access to, or tamper with educational materials, including, without limitation, cheating through the use of a technological or electronic device. The response to violations under this section may include academic sanctions in addition to other discipline. The academic sanctions may be used to deny credit for the work resulting from cheating; however, previously earned grades or credits may not be reduced.

25.07.1.1.3. Deceit. A student will not deliberately conceal or misrepresent the truth, deceive another or cause another to be deceived by false or misleading statements.

25.07.1.1.4. Disruptive/Disrespectful Conduct. A student will not exhibit behavior that violates classroom/school rules, results in distraction and obstruction of the educational process or that is discourteous, impolite, bad mannered

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- and/or rude. Behavior is considered disruptive and/or disrespectful if a teacher is prevented from starting an activity or lesson, or has to stop instruction to address the disruption.
- 25.07.1.1.5. Failure to Serve Detention. A student will not fail to serve an assigned detention of which students and/or parents/guardian have been notified. Any third or subsequent failure to serve a detention may also, at the principal's discretion, result in additional disciplinary action for habitual or willful disobedience of school rules in accordance with the provisions of this policy.
- 25.07.1.1.6. Falsifying Identity. A student will not use another person's identification or give false identification to any school official with intent to deceive school personnel or falsely obtain money or property.
- 25.07.1.1.7. Inappropriate Appearance. A student will not dress or groom in a manner that disrupts the educational process or is detrimental to the health, safety or welfare of others. A student will not dress in a manner that is distracting or indecent, to the extent that it interferes with the teaching and learning process, including wearing any apparel that displays or promotes behavior and/or items prohibited by this policy. See Kanawha County Board of Education Policy Series J36, "Student Dress Policy."
- 25.07.1.1.8. Inappropriate Displays of Affection. Students will not engage in inappropriate displays of affection, such as kissing or embraces of an intimate nature.
- 25.07.1.1.9. Inappropriate Language. A student will not orally, in writing, electronically, or with photographs or drawings, use profanity in general context (not directed toward any individual or group).
- 25.07.1.1.10. Possession of Inappropriate Personal Property. A student will not possess personal property that is prohibited by school rules or that is disruptive to teaching and learning.
- 25.07.1.1.11. Skipping Classes. In accordance with WVBE Policy 4110 - Attendance, a student will not fail to report to the school's assigned class or activity without prior permission, knowledge or excuse by the school or by the

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parent/guardian. West Virginia Code §18A-5-1 (d) prohibits the use of suspension solely for not attending class.

25.07.1.1.12. Tardiness. A student will not fail to be in his/her place of instruction at the assigned time without a valid excuse. West Virginia Code §18A-5-1 (d) prohibits the use of suspension solely for not attending class.

25.07.1.1.13. Vehicle Parking Violation. A student will not engage in improper parking of a motor vehicle on school property.

25.07.1.2. School Responses to Level I Violations.

25.07.1.2.1. School administrators and staff may use appropriate intervention strategies including, but not limited to, staff and student/parent conferences, auxiliary staff intervention and counseling programs, student programs for conflict resolution and peer mediation, and programs for anger management and violence prevention.

25.07.1.2.2. Any of the following intervention strategies and disciplinary actions may be used as appropriate in response to the violation:

25.07.1.2.2.1. Interventions:

25.07.1.2.2.1.1. Administrator/student conference or reprimand

25.07.1.2.2.1.2. Administrator and teacher-parent/guardian conference

25.07.1.2.2.1.3. Referrals and conference to support staff or agencies for counseling or other therapeutic services

25.07.1.2.2.1.4. Daily/weekly progress reports

25.07.1.2.2.1.5. Behavioral contracts. Behavior contracts must be developed for the particular student, identifying the offending conduct and specifically addressing the desired outcome.

25.07.1.2.2.1.6. Change in the student's class schedule

25.07.1.2.2.1.7. School service assignment

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- 25.07.1.2.2.2. Disciplinary Actions:
- 25.07.1.2.2.2.1. Confiscation of inappropriate item
- 25.07.1.2.2.2.2. Revocation of privileges
- 25.07.1.2.2.2.3. Restitution/restoration
- 25.07.1.2.2.2.4. Before and/or after-school detention. Periods of detention shall not exceed 30 minutes per school day for elementary students or 60 minutes per school day for secondary students. If a student is to be detained beyond the normal school day, the parent or parents or custodial guardian shall be notified in advance. Students shall not be required to miss bus transportation. Detention shall not be imposed in a manner that deprives a student of lunch.
- 25.07.1.2.2.2.5. Denial of participation in class and/or school activities, such as field trips, prom, graduation ceremonies, etc.
- 25.07.1.2.2.2.6. Immediate exclusion by teacher from the classroom with a recommended duration of one period/subject of the school day for the first exclusion (see West Virginia Code §18A-5-1)
- 25.07.1.2.2.2.7. Voluntary Weekend detention or Saturday school, in lieu of out-of-school suspension
- 25.07.1.2.2.2.8. In-school suspension. In the event a student is given in-school suspension, such student shall not be permitted to participate in extracurricular activities, including, without limitation, athletic events, on any day which the student is assigned in-school suspension. This also includes weekends if the in-school suspension continues from Friday to Monday.
- 25.07.1.2.2.2.9. Out-of-school suspension for a maximum of three days.
- 25.07.1.2.2.2.10. Law enforcement notification
- 25.07.1.3. Level II Violations. Disruptive and Potentially Harmful Behaviors – disrupt the educational process and/or pose potential harm or danger to self

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or others. The behavior is committed willfully but not in a manner that is intended maliciously to cause harm or danger to self and/or others.

25.07.1.3.1. Gang Related Activity. A student will not, by use of violence, force, coercion, threat of violence or gang activity, cause disruption or obstruction to the educational process. Gangs are defined as organized groups of students and/or adults who engage in activities that threaten the safety of the general populace, compromise the general community order, and/or interfere with the school district's educational mission.

Gang activity includes:

- Wearing or displaying any clothing, jewelry, colors, or insignia that intentionally identifies the student as a member of a gang, or otherwise symbolizes support of a gang.
- Using any word, phrase, written symbol or gesture that intentionally identifies a student as a member of gang, or otherwise symbolizes support of a gang.
- Gathering of two or more persons for purposes of engaging in activities or discussions promoting gangs.
- Recruiting student(s) for gangs.

25.07.1.3.2. Habitual Violation of School Rules or Policies. A student will not habitually violate school rules or policies. As used herein, habitual violation means three or more violations of school rules or policies within the same school year, which have resulted in the student being suspended for ten or more days cumulatively, and which have been documented to the student and the parent/guardian.

25.07.1.3.3. Insubordination. A student will not ignore or refuse to comply with directions or instructions given by school authorities. Refusing to open a book, complete an assignment, work with another student, work in a group, take a test or do any other class- or school-related activity not listed herein, refusing to leave a hallway when requested by a school staff member, or running away from school staff when told to stop, all constitute insubordination/unruly conduct.

25.07.1.3.4. Leaving School Without Permission. A student will not leave the school building, campus of school activity for which the student is enrolled

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without permission from authorized school personnel.

25.07.1.3.5. Physical Fight without Injury. A student will not engage in a physical altercation using blows in an attempt to harm or overpower another person or persons.

25.07.1.3.6. Possession of Imitation Weapon. A student will not possess any object fashioned to imitate or look like a weapon, or any item which by virtue of its shape or design gives the appearance of any deadly weapon (e.g., fake or toy knives or guns, fake bombs, fireworks fuse, explosive devices, detonators, etc.).

25.07.1.3.7. Possession of Knife not meeting Dangerous Weapon Definition. A student will not possess a knife or knife-like implement under 3½ inches in length. West Virginia Code §61-7-2 clarifies that a pocket knife with a blade 3½ inches or less in length, a hunting or fishing knife carried for sports or other recreational uses, or a knife designed for use as a tool or household implement shall not be included within the term "knife" as defined as a deadly weapon unless such knife is knowingly used or intended to be used to produce serious bodily injury or death.

25.07.1.3.8. Profane Language/Obscene Gesture/Indecent Act Toward an Employee or Student. A student will not direct profane language, obscene gestures or indecent acts towards a school employee or a fellow student. This inappropriate behavior includes but is not limited to, verbal, written, electronic and/or illustrative communications intended to offend and/or humiliate.

25.07.1.3.9. Technology Misuse. A student will not violate the terms of WVBE Policy 2460, Safety and Acceptable Use of the Internet by Students and Educators or Kanawha County Schools Administrative Regulation J33A "Student Telecommunications Network Access."

25.07.1.4. School Responses to Level II Violations.

25.07.1.4.1. Intervention strategies may include, but are not limited to, the following intervention strategies and disciplinary actions:

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- 25.07.1.4.1.1. Interventions:
 - 25.07.1.4.1.1.1. Administrator/student conference or reprimand
 - 25.07.1.4.1.1.2. Administrator and teacher-parent/guardian conference
 - 25.07.1.4.1.1.3. Referrals and conference to support staff or agencies for counseling or other therapeutic services
 - 25.07.1.4.1.1.4. Daily/weekly progress reports
 - 25.07.1.4.1.1.5. Behavioral contracts. Behavior contracts must be developed for the particular student, identifying the offending conduct and specifically addressing the desired outcome.
 - 25.07.1.4.1.1.6. Change in the student's class schedule
 - 25.07.1.4.1.1.7. School service assignment
 - 25.07.1.4.1.2. Disciplinary Actions:
 - 25.07.1.4.1.2.1. Confiscation of inappropriate item
 - 25.07.1.4.1.2.2. Revocation of Privileges
 - 25.07.1.4.1.2.3. Restitution/restoration
 - 25.07.1.4.1.2.4. Before and/or after-school detention. Periods of detention shall not exceed 30 minutes per school day for elementary students or 60 minutes per school day for secondary students. If a student is to be detained beyond the normal school day, the parent or parents or custodial guardian shall be notified in advance. Students shall not be required to miss bus transportation. Detention shall not be imposed in a manner that deprives a student of lunch.
 - 25.07.1.4.1.2.5. Denial of participation in class and/or school activities, such as field trips, prom, graduation ceremonies, etc.
 - 25.07.1.4.1.2.6. Immediate exclusion by teacher from the classroom with a recommended duration of one period/subject of the school day for the

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first exclusion (see West Virginia Code §18A-5-1)

25.07.1.4.1.2.7. Voluntary weekend detention or Saturday school, in lieu of out-of-school suspension

25.07.1.4.1.2.8. In-school suspension. In the event a student is given in-school suspension, such student shall not be permitted to participate in extracurricular activities, including, without limitation, athletic events, on any day which the student is assigned in-school suspension. This also includes weekends if the in-school suspension continues from Friday to Monday.

25.07.1.4.1.2.9. Out-of-School Suspension with a recommended maximum of five (5) days.

25.07.1.4.1.2.10. Recommended placement in an Alternative Education program.

25.07.1.4.1.2.11. Expulsion.

25.07.1.4.1.2.12. Law enforcement notification.

25.07.1.5. Level III Violations. Imminently Dangerous, Illegal and/or Aggressive Behaviors – are willfully committed and are known to be illegal and/or harmful to people or property. Violations in the Level III category shall be reported immediately to the principal of the school in which the student is enrolled. The principal will address the violation following the procedures outlined in W.Va. Code §18A-5-1a, subsections (b) through (h).

25.07.1.5.1. Battery against a Student. A student will not unlawfully and intentionally injure another student.

25.07.1.5.2. Defacing school property/Vandalism. A student will not willfully cause defacement of or damage to property of the school or others. Actions such as writing in school textbooks or library books, writing on desks or walls, carving into woodwork, desks, or tables, and spray painting surfaces are acts of defacement. Examples of damage to school property include, but are not limited to, ruining bulletin boards, intentionally clogging the plumbing system, breaking light bulbs or fixtures, and damaging school equipment to the point where repair is necessary.

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25.07.1.5.3. False Fire Alarm. A student will not knowingly and willingly set off a fire alarm without cause.

25.07.1.5.4. Fraud/Forgery. A student will not deceive another or cause another to be deceived by false or misleading information or sign the name of another person in order to obtain anything of value or defraud authorities.

25.07.1.5.5. Gambling. A student will not engage in any game of chance or contest wherein money or other items of monetary value are awarded to the winner, except for those games and contests authorized as official school functions.

25.07.1.5.6. Hazing. A student will not haze or conspire to engage in the hazing of another person. "Hazing" means to cause any action or situation which recklessly or intentionally endangers the mental or physical health or safety of another person or persons to destroy or remove public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in, any activity or organization, including both co-curricular and extra-curricular activities.

25.07.1.5.7. Improper or Negligent Operation of a Motor Vehicle. A student will not intentionally or recklessly operate a motor vehicle, on the grounds of any educational facility, parking lot, or at any school-sponsored activity, so as to endanger the safety, health or welfare of others.

25.07.1.5.8. Larceny. A student will not, without permission, take another person's property nor have another person's property in his or her possession. Property valued at \$1,000 or more will increase this behavior to a Level 4 because it is considered a felony in accordance with West Virginia Code §61-3-13.

25.07.1.5.9. Sexting. A student will not produce or share sexually explicit photos, videos, e-mail, text or chat by cell phone or other electronic device. This may include activity occurring outside of normal school times and locations if such activity has the effect of disrupting the educational process in the school.

25.07.1.5.10. Sexual Misconduct. A student will not publicly and indecently expose themselves, display or transmit any drawing or photograph of a sexual

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nature, or commit an indecent act of a sexual nature on school property, on a school bus or at a school sponsored event.

25.07.1.5.11. Threat of Injury/Assault Against an Employee or Student. A student will not threaten (verbal or written) or attempt to injure another student, teacher, administrator or other school personnel. This includes posting material on the internet or social networking sites, i.e., Facebook, MySpace, etc., which has the effect of disrupting the educational process in the school or causes embarrassment, discomfort, or a reluctance to participate in school activities.. [This includes assault on a school employee defined in West Virginia Code §61-2-15].

25.07.1.5.12. Trespassing. A student will not enter upon the premises of the county school system property without authorization from proper school authorities.

25.07.1.5.13. Harassment/Bullying/Intimidation. A student will not bully/intimidate/harass another student. According to West Virginia Code §18-2C-2, "harassment, intimidation or bullying" means any intentional gesture, or any intentional electronic, written, verbal or physical act, communication, transmission or threat that: 1) a reasonable person under the circumstances should know will have the effect of harming a student, damaging a student's property, placing a student in reasonable fear of harm to his or her person, and/or placing a student in reasonable fear of damage to his or her property; 2) is sufficiently severe, persistent or pervasive that it creates an intimidating, threatening or emotionally abusive educational environment for a student; or 3) disrupts or interferes with the orderly operation of the school.

An electronic act, communication, transmission or threat includes but is not limited to one which is administered via telephone, wireless phone, computer, pager or any electronic or wireless device whatsoever, and includes but is not limited to transmission of any image or voice, email or text message using any such device. This includes posting material on the internet or social networking sites, i.e., Facebook, MySpace, etc., which has the effect of disrupting the educational process in the school or causes embarrassment, discomfort, or a reluctance to participate in school activities.

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Acts of harassment, intimidation, or bullying that are reasonably perceived as being motivated by any actual or perceived differentiating characteristic, or by association with a person who has or is perceived to have one or more of these characteristics, shall be reported using the following list: race; color; religion; ancestry; national origin; gender; socioeconomic status; academic status; gender identity or expression; physical appearance; sexual orientation
mental/physical/developmental/sensory disability; or other characteristic.

When harassment, intimidation or bullying are of a racial, sexual and/or religious/ethnic nature, the above definition applies to all cases regardless of whether they involve students, staff or the public. Detailed definitions related to inappropriate behavior of this nature are as follows:

Sexual harassment consists of sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

- submission to the conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
- submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education; or
- creating an intimidating, hostile or offensive employment or educational environment.

Amorous relationships between county board employees and students are prohibited.

Sexual harassment may include but is not limited to:

- verbal harassment of a sexual nature or abuse;
- pressure for sexual activity;

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- inappropriate or unwelcome patting, pinching or physical contact;
 - sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats and/or promises concerning an individual's employment or educational status;
 - behavior, verbal or written words or symbols directed at an individual because of gender; or
 - the use of authority to emphasize the sexuality of a student in a manner that prevents or impairs that student's full enjoyment of educational benefits, climate/culture or opportunities.

Racial harassment consists of physical, verbal or written conduct relating to an individual's race when the conduct:

- has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;
- has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
- otherwise adversely affects an individual's employment or academic opportunities.

Religious/ethnic harassment consists of physical, verbal or written conduct which is related to an individual's religion or ethnic background when the conduct:

- has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;
- has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
- otherwise adversely affects an individual's employment or academic opportunities.

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Sexual violence is a physical act of aggression or force or the threat thereof which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts include the primary genital area, groin, inner thigh, buttocks or breast, as well as the clothing covering these areas. Sexual violence may include, but is not limited to:

- touching, patting, grabbing or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;
- coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts;
- coercing, forcing or attempting to coerce or force sexual intercourse or a sexual act on another; or threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.
- threatening or forcing exposure of intimate apparel or body parts by removal of clothing.

Racial violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, race.

Religious/ethnic violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, religion or ethnicity.

25.07.1.5.14. Imitation Drugs: Possession, Use Distribution or Sale. A student will not possess, use, distribute or sell any substance that is expressly represented or implied to be a controlled substance or simulate the effect and/or the appearance (color, shape, size and markings) of a controlled substance. See Section 25.07.1.7.3.1 for consequences of this violation.

25.07.1.5.15. Inhalant Abuse. A student will not deliberately inhale or sniff common products found in homes, schools and communities with the purpose of "getting high". The action may be referred to as huffing,

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sniffing, dusting and/or bagging. See Section 25.07.1.7.3.1 for consequences of this violation.

25.07.1.5.16. Possession/Use of Substances Containing Tobacco and/or Nicotine. A student will not unlawfully possess, use or be under the influence of any substance containing tobacco and/or nicotine or any paraphernalia intended for the manufacture, sale and/or use of tobacco/nicotine products in any building/area under the control of Kanawha County Schools, including all activities or events sponsored by Kanawha County Schools.

In addition to the penalties set forth below, the following penalties shall be applicable to a violation of the tobacco policy:

1st Offense – Confiscation of tobacco products (includes smokeless and smoking paraphernalia); Mandatory conference with parent/guardian; signing of contract by parent/student and school administration; mandatory attendance at smoking education class provided by the school nurse. The school nurse will provide an age appropriate tobacco education program for students who violate this policy. Failure to fulfill the above requirements may result in an up to 3 day out of school suspension. Other Level I actions may be taken at the principal's discretion.

2nd Offense – Confiscation of tobacco products and smoking paraphernalia; referral to alternative learning center or detention, if available; up to 3 day out of school suspension, if possession or actual use of tobacco products has been determined; mandatory conference with the parent/guardian. Police report filed pursuant to W. Va. Code §16-9A-3. Referral to school nurse for the purpose of discussing possible cessation opportunities.

3rd Offense – Confiscation of tobacco products and smoking paraphernalia; up to 5 day out of school suspension or referral to Alternative Learning Center. Police report filed pursuant to W. Va. Code §16-9A-3.

4th and subsequent Offense – Confiscation of tobacco products and smoking paraphernalia; up to 10 days Out-of-School suspension, or, in

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the alternative, referral to alternative learning center, if available.
Police report filed pursuant to W. Va. Code §16-9A-3.

- 25.07.1.6. School Responses to Level III Violations. Level III behaviors are criminal offenses and therefore warrant formal law enforcement intervention which may result in issuance of a criminal citation, ticket, or summons, filing a delinquency petition, referral to a probation officer or actual arrest.
- 25.07.1.6.1. Administrator/student conference or reprimand
- 25.07.1.6.2. Administrator and teacher-parent/guardian conference
- 25.07.1.6.3. Referrals and conference to support staff or agencies for counseling or other therapeutic services
- 25.07.1.6.4. Daily/weekly progress reports
- 25.07.1.6.5. Behavioral contracts. Behavior contracts must be developed for the particular student, identifying the offending conduct and specifically addressing the desired outcome.
- 25.07.1.6.6. Change in the student's class schedule
- 25.07.1.6.7. School service assignment
- 25.07.1.6.8. Confiscation of inappropriate item
- 25.07.1.6.9. Revocation of Privileges
- 25.07.1.6.10. Restitution/restoration
- 25.07.1.6.11. Before and/or after-school detention. Periods of detention shall not exceed 30 minutes per school day for elementary students or 60 minutes per school day for secondary students. If a student is to be detained beyond the normal school day, the parent or parents or custodial guardian shall be notified in advance. Students shall not be required to miss bus transportation. Detention shall not be imposed in a manner that deprives a student of lunch.

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25.07.1.6.12. Denial of participation in class and/or school activities, such as field trips, prom, graduation ceremonies, etc.

25.07.1.6.13. Immediate exclusion by teacher from the classroom with a recommended duration of one period/subject of the school day for the first exclusion (see West Virginia Code §18A-5-1)

25.07.1.6.14. Voluntary weekend detention or Saturday school, in lieu of out-of-school suspension

25.07.1.6.15. In-school suspension. In the event a student is given in-school suspension, such student shall not be permitted to participate in extracurricular activities, including, without limitation, athletic events, on any day which the student is assigned in-school suspension. This also includes weekends if the in-school suspension continues from Friday to Monday.

25.07.1.6.16. Out-of-School Suspension for up to ten (10) days.

25.07.1.6.17. Recommended placement in an Alternative Education program.

25.07.1.6.18. Expulsion.

25.07.1.6.19. Law enforcement notification.

25.07.1.7. Level IV Violations. Violations in the Level IV category are consistent with those addressed in W. Va. Code §18A-5-1(a) and (b). Level IV violations in this policy are aligned with definitions in W. Va. Code §§61-6-17, 61-6-24 and 18A-5-1, and in the Gun-Free Schools Act of 1994 (the reauthorization of the Elementary and Secondary Education Act of 1965 (ESEA)), Public Law 103-382, and require that the principal of the school in which the student is enrolled shall address the violation following the procedures outlined in W.Va. Code §18A-5-1a (a) and (b).

25.07.1.7.1. Battery Against a school employee. A student will not commit a battery by unlawfully and intentionally making physical contact of an insulting or provoking nature with the person of a school employee as outlined in W.Va. Code §61-2-15(b). This includes actions which may occur outside of regular school times and locations.

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25.07.1.7.2. Felony. A student will not commit an act or engage in conduct that would constitute a felony under the laws of this state if committed by an adult as outlined in W.Va. Code §18A-5-1a(b)(i). Such acts that would constitute a felony include, but are not limited to, arson (W.Va. Code §61-3-1), malicious wounding or unlawful wounding (W.Va. Code §61-2-9), bomb threat (W.Va. Code §61-6-17), sexual assault (W.Va. Code §61-8B-3), terrorist act or false information about a terrorist act, hoax terrorist act (W.Va. Code §61-6-24), burglary (W.Va. Code §61-3-11), robbery (W.Va. Code §61-2-12), and grand larceny (W.Va. Code §61-3-13).

25.07.1.7.3. Illegal Substance Related Behaviors. A student will not unlawfully possess, use, be under the influence of, distribute or sell any substance containing alcohol, over-the-counter drugs, prescription drugs, marijuana, narcotics, any other substance included in the Uniform Controlled Substances Act as described in West Virginia Code §60A-1-101, et seq. or any paraphernalia intended for the manufacture, sale and/or use of illegal substances in any building/area under the control of Kanawha County Schools, including all activities or events sponsored by Kanawha County Schools. This includes violations of WVBE Policy 2422.8 - Medication Administration, instances of prescription drug abuse, and the possession, use, being under the influence, distribution or sell of any substance that have known mind altering or function-altering effects upon the human body or that impair one's ability to safely perform his or her activities, specifically including, but not limited to, prescriptions drugs and over-the-counter medications; alcohol, drugs, and other substances made illegal under federal or state law; "synthetic or designer" drugs.

25.07.1.7.3.1. In addition to the penalties set forth below, if a student has possession of, uses, is under the influence of or distributes a substance described in the preceding paragraph, including, but not limited to alcohol, imitation drugs or inhalants, or possesses a drug device the following penalties shall apply: (A principal may request enhanced penalties if there are aggravating circumstances associated with the substance or alcohol possession or distribution.)

25.07.1.7.3.1.1. 1st Offense for use, possession or being under influence –
Confiscation of the substances, drug devices or alcohol; Suspension (10 days Mandatory); Completion of drug program approved by KCS

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(Mandatory); Criminal charges filed; Drug counseling by school psychologist

25.07.1.7.3.1.2. 2nd Offense for use, possession or being under influence or 1st Offense for distribution – Confiscation of the substances, drug devices or alcohol; Suspension (10 days Mandatory); Criminal charges filed; Recommended transfer to an alternative school for placement for remainder of current semester and the next succeeding semester; a petition for reinstatement to the home school may be made to the Superintendent after the student has attended at least eighteen (18) weeks in the alternative school. Petitioning does not guarantee an early return.

25.07.1.7.3.1.3. 3rd and subsequent Offense for use, possession or being under the influence or 2nd and subsequent offense for distribution – Expulsion and filing criminal charges. (Mandatory)

25.07.1.7.4. Possession of a firearm or deadly weapon. According to W.Va. Code §18A-5-1a(a), a student will not possess a firearm or deadly weapon as defined in W.Va. Code §61-7-2, on any school bus as defined in W.Va. Code §17A-1-1, or in or on any public or private primary or secondary education building, structure, facility or grounds thereof, including any vocational education building, structure, facility or grounds thereof, or at any school-sponsored function as defined in W.Va. Code §61-7-11a. Notice of disciplinary action involving a firearm violation must be submitted by a principal within 72 hours of a violation.

25.07.1.7.4.1. As defined in W.Va. Code §61-7-2, a "deadly weapon" means any device intended to cause injury or bodily harm, any device used in a threatening manner that could cause injury or bodily harm, or any device that is primarily used for self-protection. Deadly weapons include, but are not limited to, blackjack, gravity knife, knife, switchblade knife, nunchuka, metallic or false knuckles, pistol, or revolver. The term deadly weapon also includes explosive, chemical, biological or radiological materials. A deadly weapon may also include the use of a legitimate tool, instrument, or equipment as a weapon including, but not limited to, pens, pencils, compasses, or combs, with the intent to harm another.

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- 25.07.1.7.4.2. For purposes of this policy deadly weapon also includes any instrument which is designed to be used to produce serious bodily injury or death, or is readily adaptable to such use. Examples of such weapons include, but are not limited to blank pistol, signal pistol, starter pistol, stun-gun or other device designed to produce an electrical shock, pellet gun, or BB gun; any razor (e.g., straight, regular, retractable, etc.); any defensive device (e.g., gas repellent, mace, stun-gun chemical sprays, etc.); chains, club, nightstick, rings, pipe, studded or pointed bracelets, ax handles, bullets, ammunition of any type, fireworks of any type and size, smoke bomb, stink bomb, any type of homemade bomb.
- 25.07.1.7.5. Sale of a narcotic drug. According to W.Va. Code §18A-5-1a , a student will not sell a narcotic drug, as defined in W.Va. Code §60A-1-101, on the premises of an educational facility, at a school-sponsored function or on a school bus.
- 25.07.1.8. School/County Responses to Level IV Violations. Level IV violations in this policy are those violations addressed in W.Va. Code §18A-5-1a that require the mandatory suspension of the student by the principal from school, or from transportation to or from the school on any school bus, after an informal hearing pursuant to subsection (d) of W.Va. Code §18A-5-1a.
- 25.07.1.8.1. If a student has been suspended for battery on a school employee, possession of a deadly weapon or sale of a narcotic drug pursuant to W.Va. Code §18A-5-1a, the principal shall, within twenty-four hours, request that the Superintendent recommend that the student be expelled. For other Level IV violations the principal must suspend the student and may request the Superintendent to recommend that the student be expelled.
- 25.07.1.8.2. Upon receipt of a recommendation that a student be suspended for a period of time in excess of ten school days or expelled, notice of a hearing shall be served upon the student and the student's parent(s), guardian(s) or custodian(s). Such hearings shall conform to relevant constitutional and statutory requirements and shall be scheduled within the ten-day period of suspension imposed by the principal following the informal hearing.
- 25.07.1.8.3. Upon such recommendation to the board of education or a hearing

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examiner by the superintendent, the board of education or hearing examiner shall conduct a hearing in accordance with W.Va. Code §18A-5-1a subsections (e), (f), and (g), to determine if the student committed the alleged violation. If the board of education or the hearing examiner finds that the student did commit the alleged violation, the student shall be expelled.

25.07.1.8.4. Students may be expelled pursuant to W.Va. Code §18A-5-1a for a period of either not less than twelve consecutive months or not to exceed one school year, depending on the violation; provided that a county superintendent may lessen the mandatory twelve month period of expulsion if the circumstances of the pupil's case demonstrably warrant such a reduction following the guidelines provided in W.Va. Code §18A-5-1a (i).

25.07.1.8.5. Hearing Examiner's Report. If the Board elects to employ a hearing examiner, as authorized by W. Va. Code §18a-5-1b, the hearing examiner shall also receive evidence that may be relevant to the Superintendent's authority to reduce any period of suspension or expulsion or to provide an alternative education during the period of suspension or expulsion. If warranted, the hearing examiner shall make findings relevant to such evidence. Either the parents or the Superintendent may appeal the Hearing Examiner's report to the Board of Education, within ten days from receipt of such report. In the event of such an appeal, the Board of Education will review the record of the hearing and make a decision within ten days from receiving the record.

25.07.1.8.6. The Superintendent may attempt to establish the student as a "dangerous student" as defined in W.Va. Code §18A-5-1a, at a hearing to determine the expulsion of the student. In the notice to the parent/guardian, the Superintendent shall state clearly whether the Superintendent will attempt to establish the student as a "dangerous student" and will include any evidence to support his claim in this notice of the hearing date and time.

25.07.1.8.7. W. Va. Code §18A-5-1a defines a "dangerous student" as a student who is substantially likely to cause serious bodily injury to himself, herself or another individual within that student's educational environment, which

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may include any alternative education environment as West Virginia Board of Education Policy 2418, W.Va. §126CSR20 (Alternative Education Programs for Disruptive Students), as evidenced by a pattern or series of violent behavior exhibited by the student, and documented in writing by the school, with the documentation provided to the student and parent or guardian at the time of any offense.

25.07.1.8.8. If the board of education or hearing examiner finds that the student is a dangerous student, such student may not be provided alternative education pursuant to the conditions outlined in W.Va. Code §18A-5-1a, but must re-evaluate this decision at least every three months.

25.07.1.8.9. With regard to students with disabilities, nothing in this policy may be construed to be in conflict with the federal provisions of the Individuals with Disabilities Education Act IDEA Amendments of 1997 (Public Law 104-17), or with West Virginia Board of Education Policy 2419, W.Va. §126CSR16 (Regulations for the Education of Exceptional Students).

25.08. Guidelines for Suspension and Expulsion.

25.08.1. Suspension is considered a temporary solution to a violation of the Student Code of Conduct until the problem that caused the suspension is corrected. The length of a suspension should be short, usually one (1) to three (3) school days, but may extend to ten (10) school days. Out of school suspension strategies should be used sparingly and shall never deny a student access to instructional material and information necessary to maintain their academic progress. A student is entitled to an informal hearing when faced with a suspension of ten (10) days or less. At this hearing, the principal must explain why the student is being suspended, and the student must be given the opportunity to present reasons why the student should not be suspended. However, a student whose conduct is detrimental to the progress and general conduct of the school may be suspended immediately and a hearing held as soon as practical after the suspension. A student may not participate in any school-sponsored activities, or be permitted on school grounds during the period of suspension without permission of school officials. Other procedures the school must follow when dealing with suspensions are outlined in W.Va. Code §18A-5-1 and §18A-5-1a. Under no circumstances may a student be suspended for more than ten

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consecutive school days without having the opportunity for a formal hearing as described in W. Va. Code §18A-5-1a(f)

- 25.08.2. Any suspension shall be reported in writing to the parent(s), guardian(s), or custodian(s) of the student, by regular United States mail, and to the Superintendent on the same day the suspension is decided upon, and the Faculty Senate at the next meeting after the suspension.
- 25.08.3. A suspension of more than ten (10) days requires a formal hearing before the board of education or a hearing examiner. Procedures the school and county must follow when dealing with suspensions of more than ten (10) days are outlined in W.Va. Code §18A-5-1 and §18A-5-1a.
- 25.08.4. In the event the principal intends to recommend to the Superintendent that a student be expelled, the principal should make that recommendation to the Superintendent within 24 hours from the time the incident occurs.
- 25.08.5. The Superintendent, upon recommendation by the principal, may recommend that the board of education or hearing examiner expel a student from school if the student's conduct is judged to be detrimental to the progress and general conduct of the school. In all cases involving expulsion, the student is entitled to formal due process procedures if the board of education agrees to act upon recommendations to expel a student from school. These procedures are outlined in W.Va. Code §18A-5-1 and §18A-5-1a.
- 25.08.6. W.Va. Code §18A-5-1 and §18A-5-1a require mandatory suspension by the principal and mandatory expulsion for a period of not less than twelve (12) consecutive months by the board of education or hearing examiner for: possession of a deadly weapon, assault of a school employee, or sale of a narcotic drug. Procedures that must be followed when dealing with an expulsion are outlined in W.Va. Code §18A-5-1 and §18A-5-1a.
- 25.08.7. According to W.Va. Code §18A-5-1, a teacher or bus driver may exclude from a classroom or bus any student who: is guilty of disorderly conduct; interferes with an orderly education process; threatens, abuses, intimidates or attempts to intimidate a school employee or student; willfully disobeys a school employee; or uses profane or abusive language toward a school

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employee. Once a student is excluded from the classroom or bus, the student must be referred to the principal who will take disciplinary action, notify the parent/guardian in writing of the disciplinary action taken, and provide a copy to the teacher or bus driver before the student is readmitted to class or to the bus.

25.08.8. In the event a student has been suspended for twenty days or more, cumulatively, during any school year, the principal will refer the student to the County Student Assistance Team to review the student's disciplinary history and any interventions and strategies employed and to suggest any additional interventions and strategies designed to assist the student in becoming more successful at school. For a student in grades pre-K – 5, the above described review will be provided by the Director of Elementary Schools.

25.08.9. 25.35 Enrollment Affidavits. Upon the enrollment of any student (except students who are enrolling in a school for the first time) the student's parent, guardian or custodian must complete an affidavit indicating whether the student is under suspension or expulsion from another school district.

25.09. School Bus Offenses.

25.09.1. Conduct detrimental to proper operation of bus – It shall be a violation of the code of conduct to engage in behavior which is detrimental to the operation of a bus including, but not limited to: creation of excessive noise; use of profane language; sticking arms or heads out of bus windows; changing seats or standing while bus is in motion; failure to obey directives of school personnel; throwing objects; passing objects through windows; riding in step well or front row of seats; or use of emergency door in non-emergency situations. Maximum possible penalty: Denial of transportation privileges for the remainder of the school year.

25.09.2. Damage to bus – It shall be a violation of the code of conduct to damage or deface a school bus.

25.09.2.1. 1st Violation – Denial of transportation privileges pending restitution and conference with parent or custodial guardian.

25.09.2.2. 2nd Violation – Denial of transportation privileges for remainder of

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school; full restitution [Note: Parent or custodial guardian will be held liable for damage to school bus within the limits of the law.]

25.09.3. Use of tobacco products – It shall be a violation of the code of conduct to use tobacco products on a school bus.

25.09.3.1. 1st Offense – Denial of transportation privileges pending conference with parent or custodial guardian.

25.09.3.2. 2nd Offense – Denial of transportation privileges for remainder of school year.

25.09.4. A student who as been identified as exceptional may not be denied bus transportation if transportation is included on such student’s IEP or if the denial of transportation services would result in the denial of educational services, i.e., no alternative means of transportation is available.

25.10. **Use of Physical Punishment Prohibited.** _West Virginia Code §18A-5-1(e) prohibits school employees from using corporal (bodily) punishment on any student. No physical punishment of any kind can be inflicted upon a student. This includes:

25.10.1. hitting or striking a student on their physical person;

25.10.2. requiring physical activity as a punishment (this does not apply to physical activity within the structure and context of extracurricular activities);

25.10.3. use of noxious stimuli (e.g. pepper spray), denial of food or water or other negative physical actions to control behavior; and

25.10.4. seclusion - a removal in which a student is left unsupervised in a dark area or in any space as an intervention or consequence to inappropriate behavior.

25.11. **Use of Restraint.** Reasonable force may be used to restrain a student from hurting himself/herself or any other person or property. All students, including students with disabilities, must be treated with dignity and respect. Behavior interventions and support practices must be implemented in such a way as to

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protect the health and safety of the students and others. When the use of physical restraint is necessary, the following guidelines must be followed:

25.11.1. Definitions:

25.11.1.1. Restraint - the use of physical force to significantly restrict the free movement of all or a portion of a student's body.

25.11.1.2. Emergency - a situation in which a student's behavior poses a threat of imminent, serious physical harm to the student or others or serious property destruction.

25.11.2. A school employee and/or independent contractor may use restraint in an emergency as defined above with the following limitations:

25.11.2.1. Restraint shall be limited to the use of such reasonable force as is necessary to address the emergency. Procedures and maneuvers that restrict breathing (e.g. prone restraint), place pressure or weight on the chest, lungs, sternum, diaphragm, back, neck or throat, or may cause physical harm are prohibited.

25.11.2.2. Restraint shall be discontinued at the point at which the emergency no longer exists.

25.11.2.3. Restraint shall be implemented in such a way as to protect the health and safety of the student and others.

25.11.2.4. Restraint shall not deprive the student of basic human necessities.

25.11.2.5. Appropriate (intended use) utilization of mechanical restraints such as seat belts or feeding tables when applied for their intended purpose is not prohibited; however, the application of mechanical restraint is prohibited as an intervention or consequence for inappropriate behavior.

25.11.3. School employees and/or independent contractors who, as determined by the principal, may need to use restraint shall be provided training according to the following requirements:

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- 25.11.3.1. A core team of personnel in each school must be trained annually in the use of a nationally recognized restraint process. The team must include an administrator or designee and any general or special education personnel likely to use restraint;
- 25.11.3.2. Personnel called upon to use restraint in an emergency and who have not received prior training must receive training within 30 days following the use of restraint if the principal determines that there is a reasonable likelihood that the situation leading to the use of restraint will reoccur;
- 25.11.3.3. Training on use of restraint must include prevention and de-escalation techniques and provide alternatives to the use of restraint;
- 25.11.3.4. All trained personnel shall also receive instruction in current professionally accepted practices and standards regarding behavior interventions and supports;
- 25.11.4. Comprehensive documentation and immediate notification on use of restraint is required. In a case in which restraint is used, school employees, volunteers and/or independent contractors shall implement the following documentation requirements:
- 25.11.4.1. Immediately following the use of restraint (within one hour) - The principal or designee must be provided verbal and written notification that restraint was used on a given student with a description of the restraint process used.
- 25.11.4.2. Same day - A good faith effort shall be made to verbally notify the parents/guardian regarding the use of restraint.
- 25.11.4.3. Within one school day - Written notification of the use of restraint must be placed in the mail or otherwise provided to the parent/guardian.
- 25.11.4.4. Within one school day - Written documentation regarding the use of restraint must be placed in the student's official school record. The information must be available to determine the relationship of a student's behavior as it impacts the student's learning and/or the creation or revision of a behavior intervention plan.

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25.11.4.5. Written notification to the parents/guardian and documentation to the student official school record shall include the following:

25.11.4.5.1. Name of the student;

25.11.4.5.2. Name of the staff member(s) administering the restraint;

25.11.4.5.3. Date of the restraint and the time the restraint began and ended;

25.11.4.5.4. Location of the restraint;

25.11.4.5.5. Narrative that describes antecedents, triggers, problem behavior(s), rationale for application of the restraint and the efforts made to de-escalate the situation and alternatives to restraint that were attempted; and

25.11.4.5.6. Documentation of all parental contact and notification efforts.

25.12. Searches.

25.12.1. Searches of Students. Under ordinary circumstances the search of a student by a teacher or other school official is permitted, if there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or rules of the school. The extent of the search must be reasonably related to the objectives of a search and not excessively intrusive in light of the sex of the student and nature of the infraction. However, “strip searches” are not permitted under any circumstances. Any searches of students will be conducted in the presence of an adult witness. Any contraband property discovered as a result of a search may be confiscated.

25.12.2. Car Searches – A student’s car, while on school property, is subject to search by a teacher or other school official if there are reasonable grounds to suspect that the search will turn up evidence that a student has violated or is violating either the law or rules of the school. Such searches will be conducted in the presence of an adult witness.

25.12.3. Locker Searches. A student’s locker may be searched if there are reasonable grounds to suspect that the search will turn up evidence that a

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student has violated or is violating either the law or rules of the school. Such searches will be conducted in the presence of an adult witness. Furthermore, by accepting a locker a student shall be deemed to have consented to the periodic inspection thereof. The school principal shall retain keys to all lockers in order to affect such inspections.

25.12.4. Canine Assisted Locker/Facility Inspections. School principals are authorized to arrange for the use of canines that have been trained in the detection of unlawful drugs or explosives to assist in periodic inspections of student lockers, other school facility areas or grounds. Any unlawful drugs or explosives that are discovered as a result of a canine assisted inspection may serve as a basis for student disciplinary action under the terms of this policy.

Only with the specific permission of the Superintendent may canines be used to conduct random searches of students.

25.13. Cooperation with Law Enforcement. Police have the responsibility to enforce laws in order to protect all citizens. Police can enter schools if they suspect a crime has been committed, if they have a warrant for an arrest or search, or if their assistance has been requested by school officials. It is the duty of the school officials, teachers, and students to cooperate with the police and each other to ensure that the rights of all involved persons are respected.

Prevention Resource Officers (PRO): PRO Officers are certified police officers, working as fulltime officers who have been assigned to work fulltime within a public school during the school year. The PRO Officer's duties, salary and other conditions should be determined through an agreement with the county board of education and the PRO Officer's authorized police department. The principal is the PRO Officer's immediate supervisor while the officer is present in the school. There may be a time when, during the course a PRO Officer's duties, the officer's position as a law enforcement officer would take precedence.

Police Conducting an Investigation in the School: During a criminal investigation, if a student is to be questioned by the police, or by school officials in the presence of the police, the school administration should cooperate with the police and help to ensure that the privacy of the student is protected. . If a student is under 18 years of age, prior to permitting a student to be questioned by any law enforcement officer, other than a PRO, school personnel shall contact the student's parent/guardian and receive permission for the student to

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be questioned The police officer shall determine if and when the use of restraints is necessary to control an unruly student to prevent the student from harming him/herself or others.

25.14. Complaint Procedures.

25.14.1. All violations of the Student Code of Conduct observed by school employees or by students must be reported to the principal or assistant principal for appropriate action to be taken as specified in this policy. Failure on the part of an employee to report a violation of this policy may be addressed by way of West Virginia Board of Education Policy 5310, W.Va. Code §126CSR142 (Performance Evaluation of School Personnel) or the evaluation of a service personnel. The Superintendent may also recommend such disciplinary action as may be deemed appropriate, up to and including termination, for failure by an employee to report and take appropriate action for violations of this policy.

25.14.2. Any person who believes he or she has been the victim of a Student Code of Conduct violation or any person with knowledge or belief of conduct which may constitute a violation of the Student Code of Conduct may report the alleged acts immediately to the principal or assistant principal. Nothing in this policy shall prevent any person from reporting violations directly to the county superintendent, as appropriate, to the West Virginia Human Rights Commission, or to a law enforcement agency.

25.15. Investigation Procedures.

25.15.1. The principal or assistant principal, shall, upon receipt of a report or complaint, immediately undertake or authorize an investigation. The investigation may be conducted by school/school system officials.

25.15.2. The investigation must, at a minimum, consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and review of circumstances deemed pertinent by the investigator. When any student is to be interviewed in connection with an investigation pursuant to a Level IV violation, a reasonable effort

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shall be made to contact the student's parent, custodian, or guardian and invite them to be present during such interview, provided that such parental notification would not compromise the investigation or school/student safety. Parental notification is encouraged at Levels II and III and discretionary at Level I.

- 25.15.3. The principal shall immediately take such reasonable steps as necessary, to protect the complainant, students, teachers, administrators or other personnel pending completion of an investigation of an alleged policy violation.
- 25.15.4. The principal shall determine whether the alleged conduct constitutes a violation of this policy.
- 25.15.5. In determining the appropriate response and/or punishment for a Level I, II, or III violation, the principal and the superintendent should consider the surrounding circumstances, the nature of the behavior, past incidents or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- 25.15.6. The investigation will be completed as soon as practicable but no later than ten school days following the reported violation, unless permission has been requested and granted by the West Virginia Department of Education to extend the investigation period. The principal shall make a written report upon completion of the investigation. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy. If a student is suspended as a result of the investigation, the principal shall report the suspension to the Superintendent.
- 25.15.7. The result of the investigation of each complaint filed under these procedures will be reported in writing to the complainant or his/her legal guardian by the principal.
- 25.15.8. Confidentiality of the filing of complaints, the identity of subjects and

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witnesses of any complaint and of any action taken as a result of such complaint is essential to the effectiveness of this policy. Only those individuals necessary for the investigation and resolution of the complaint shall be given information about it. Therefore, the right of confidentiality of complainants, subjects, witnesses, and investigators will be vigorously protected and violations of such confidentiality may itself be grounds for disciplinary action.

25.16. Action and Reporting.

25.16.1. Upon receipt of a report substantiated by staff observation or by the investigation, the principal, and the superintendent will take appropriate action against those found to have violated this policy pursuant to W.Va. Code §18A-1-1 and §18A-5-1a.

25.16.2. The principal or superintendent shall also initiate such other action as is appropriate to ease tensions and to affirm the values of respect and understanding.

25.16.3. The principal, superintendent or designee shall immediately enter the required disciplinary data into the West Virginia Education Information System (WVEIS) in order to file the required information with the West Virginia Department of Education of all substantiated reports of all violations of the Student Code of Conduct.

25.17. Reprisal.

25.17.1. It shall be a violation of this policy for any student to retaliate against any person who is involved in any disciplinary action against any student. The principal shall take appropriate action such as in-school suspension, out of school suspension, referral to County SAT for possible placement in alternative school, or expulsion against any student who retaliates against any person who reports alleged violations or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such violations. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

25.17.2. It shall also be a violation of this policy to file a false report concerning a violation of this policy. The principal will take appropriate action against

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any student, administrator or other school personnel who falsely reports violations of this policy.

25.18. Right to Alternative Complaint Procedures.

25.18.1. These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the West Virginia Human Rights Commission, initiating civil action or seeking redress under the state criminal statutes and/or federal law.

25.19. Dissemination of Policy and Training.

25.19.1. This policy or a summary shall be conspicuously posted throughout each county's/school's facilities in areas accessible to students and staff members such as classrooms, hallways, cafeteria, offices, gymnasiums, locker rooms and common areas.

25.19.2. This policy, or a summary, shall appear in the student handbook and if no handbook is available, a copy will be distributed by school personnel to all students, faculty, staff and parents. A copy of this policy may also be obtained through Kanawha County Schools' website.

25.19.3. When a student enters middle/junior high/high school for the first time, the student and his/her parent/guardian will be requested to sign and return a contract agreeing to abide by the stipulations in the policy and consequences associated with violations.

25.19.4. At the commencement of each school year all students and their parents shall be provided with copies of a school's code of conduct. Students who transfer into a school during the course of a school year and their parents shall also be provided with copies of a school's code of conduct. Each year students shall be required to sign a statement acknowledging that they have read the code of conduct or have had it read to them and that they understand the code of conduct and the consequences of a violation.

25.19.5. Training for students and staff on these regulations and on means for effectively promoting the goals of this policy will be developed and implemented. The implementation plan shall be developed collaboratively with input for all stakeholders, including, but not limited to, parents,

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business leaders, community organizations and state and local agencies. This will be accomplished through discussions in classrooms and at grade level large group meetings will be held at the beginning of the school year to raise the awareness of the different types of Student of Conduct violations and how they are manifested, their devastating emotional and educational consequences, and their potential consequences. Each student will sign an acknowledgement verifying participation in the Code of Conduct training. The Kanawha County Board of Education shall review this policy at least tri-annually for compliance with state and federal law and West Virginia Board of Education policy.

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**STUDENT RECORD
CONFIDENTIAL**

**Principal's Request to the Superintendent
for a Recommendation that a Student be
Expelled From School**

_____ School

Student _____

Student WVEIS # _____

Special Education Yes ___ No ___

504 Yes ___ No ___

Parent, Guardian or Custodian _____

Address _____

Misconduct _____

Mandatory Principal's Request	<input type="checkbox"/> Battery on a school employee <input type="checkbox"/> Possession of a deadly weapon on school premises, school bus or school function <input type="checkbox"/> Sale of narcotic drug
Mandatory Suspension/ Discretionary Expulsion Request	<input type="checkbox"/> Act, if committed by an adult, would constitute a felony <input type="checkbox"/> Use, Possession or Being Under the Influence of Substances (3 rd offense possession or 2 nd offense distribution)
Discretionary Principal's Request	<input type="checkbox"/> Gang Related Activity <input type="checkbox"/> Insubordination <input type="checkbox"/> Leaving School Without Permission <input type="checkbox"/> Possession of Imitation Weapon <input type="checkbox"/> Possession of a Knife Under 3 ½" in length <input type="checkbox"/> Technology Misuse <input type="checkbox"/> False Fire Alarm <input type="checkbox"/> Fraud/Forgery <input type="checkbox"/> Gambling <input type="checkbox"/> Hazing <input type="checkbox"/> Trespassing <input type="checkbox"/> Sexual Misconduct <input type="checkbox"/> Use, Possession or Being Under the Influence of Alcohol on school premises, school bus or at a school function (3 rd offense possession or 2 nd offense distribution) <input type="checkbox"/> Imitation Drugs (3 rd offense possession or 2 nd offense distribution) <input type="checkbox"/> Inhalant Abuse (3 rd offense possession or 2 nd offense distribution) <input type="checkbox"/> Harassment/Bullying/Intimidation <input type="checkbox"/> Intentionally defaced school property <input type="checkbox"/> Willfully disobeyed a teacher <input type="checkbox"/> Use of profane language directed a pupil or school employee <input type="checkbox"/> Theft of property valued at less than \$999.99 <input type="checkbox"/> Improper or Negligent Operation of a Motor Vehicle <input type="checkbox"/> Participated in a physical altercation while under the authority of school personnel <input type="checkbox"/> Threatened to injure or injured a pupil or school employee <input type="checkbox"/> Habitual violation of school rules or policies

The above-referenced student has been suspended pending a hearing to be conducted by the

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Kanawha County Board of Education or an impartial hearing officer

Date of Misconduct: _____

Principal

Date