

**RE-1 VALLEY SCHOOL DISTRICT
Sterling, Colorado**

2009-2010

I hereby acknowledge that I have received a copy of the student policies and regulations in RE-1 Valley School District.

Student's Name

Student's Signature

Parent/Guardian's Name

Parent/Guardian's Signature

Date

This page should be returned to the school office.

RE-1 VALLEY SCHOOL DISTRICT

Sterling, Colorado

STUDENT POLICIES

AND

REGULATIONS

2009-2010

STAFF PERSONAL SECURITY AND SAFETY- GBGB

The following procedures will be followed in instances of assault, disorderly conduct, harassment or alleged criminal offense by a student toward a teacher or school employee. These same procedures will be followed in instances of damage by a student to the personal property of a teacher or school employee occurring on school district property.

1. The teacher or employee will file a written complaint with the building principal, the superintendent's office and the Board of Education.
2. The principal, after receipt of both the complaint and adequate proof of the charges, will suspend the student for three days according to established procedures.
3. The superintendent will initiate procedures for the further suspension or expulsion of the student when injury or property damage had occurred.
4. The superintendent or his designee will report the incident to the district attorney or the appropriate local law enforcement agency or officer who will then investigate the incident to determine the appropriateness of filing criminal charges or initiating delinquency proceedings.
5. A copy of this policy will be distributed to each student and posted in each school building.

Communication of Disciplinary Information

The principal or designee will communicate discipline information concerning any student enrolled in the district who, based on prior misbehavior, could pose a threat to the health and safety of other students and school personnel. Any employee who is assigned a student with known serious behavior problems will be informed of the student's behavior record. Any teacher or counselor who is provided this information shall maintain its confidentiality and will not communicate it to any other person.

SEXUAL HARASSMENT (Students) - JBB

The district recognizes that sexual harassment can interfere with a student's academic performance and emotional and physical well-being and that preventing and remedying sexual harassment in schools is essential to ensure a nondiscriminatory, safe environment in which students can learn. In addition, sexual harassment is recognized as a form of sex discrimination and thus is a violation of the laws that prohibit sex discrimination.

District's Commitment

The district is committed to maintaining a learning environment that is free from sexual harassment. It shall be a violation of policy for any staff member to harass students or for students to harass other students through conduct or communications of sexual nature or to retaliate against anyone that reports sexual harassment or participates in a harassment investigation.

The district shall investigate all indications, informal reports and formal grievances of sexual harassment by students, staff or third-parties and appropriate corrective action shall be taken. Corrective action includes taking all reasonable steps to end the harassment, to make the harassed student whole by restoring lost educational opportunities, to prevent harassment from recurring and to prevent retaliation against anyone who reports sexual harassment or participates in a harassment investigation.

Sexual Harassment Prohibited

Unwelcome sexual advances, requests for sexual favors, or other verbal, non-verbal or physical conduct of a sexual nature may constitute sexual harassment, even if the harasser and the student being harassed are the same sex and whether or not the student resists or submits to the harasser, when:

Submission to such conduct is made either explicitly or implicitly a term or condition of a student's participation in an education program or activity.

Submission to or rejection of such conduct by a student is used as the basis for education decisions affecting the student.

Such conduct is sufficiently severe, persistent or pervasive such that it limits a student's ability to participate in or benefit from an education program or activity or it creates a hostile or abusive educational environment. For a one-time incident to rise to the level of harassment, it must be severe.

Any conduct of a sexual nature directed by a student toward a staff member or by a staff member to a student is presumed to be unwelcomed and shall constitute sexual harassment.

Acts of verbal or physical aggression, intimidation or hostility based on sex, but not involving conduct of a sexual nature may also constitute sexual harassment. Sexual harassment as defined above may include, but is not limited to:

1. Sex-oriented verbal "kidding", abuse or harassment.
2. Pressure for sexual activity.
3. Repeated remarks to a person with sexual implications.
4. Unwelcome touching, such as patting, pinching or constant brushing against the body of another.
5. Suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades or similar personal concerns.

Legitimate non-sexual touching or other non-sexual conduct is not sexual harassment.

Reporting Sexual Harassment

Sexual harassment cannot be investigated or corrected by the district until the district is made aware of such harassment. Therefore, students are encouraged to report all incidences of sexual harassment to a teacher, counselor or principal in their school building and file a grievance, through the grievance process.

All matters involving sexual harassment reports shall remain confidential to the extent possible, allowed by law, and as long as doing so does not preclude the district from responding effectively to the harassment or preventing future harassment. Filing of a complaint or otherwise reporting sexual harassment shall not reflect upon the individual's status or affect grades.

All sexual harassment reports shall be forwarded to the principal, who will serve as the grievance officer.

If the grievance officer is alleged to be involved in the harassment, then the complaint shall be filed with the superintendent, who shall appoint an alternate grievance officer to investigate the matter. The grievance officer shall investigate sexual harassment reports.

Upon receiving a report, the grievance officer shall proceed as set forth herein and in regulation JBB-R.

Investigating Sexual Harassment Reports

The age of the student shall be taken into account when determining whether particular conduct actually occurred, whether particular conduct is sexual harassment and in determining the appropriate response by the district.

The grievance officer may consider the following types of information in determining whether sexual harassment occurred:

1. Statements by any witness to the alleged incident.
2. Evidence about the relative credibility of the parties involved.
3. Evidence relative to whether the alleged harasser has been found to have harassed others.
4. Evidence of the allegedly harassed student's reaction or change in behavior following the alleged harassment.
5. Evidence about whether the student claiming harassment took action to protest the conduct.
6. Evidence and witness statement or testimony presented by the parties involved.
7. Other contemporaneous evidence.
8. Any other evidence deemed relevant by the grievance officer.

In deciding whether conduct is sufficiently severe, persistent or pervasive, all relevant circumstances shall be considered by the grievance officer, including:

1. The degree to which the conduct affected one or more students' education.
2. The type, frequency and duration of the conduct.
3. The identity of and relationship between the alleged harasser and the allegedly harassed student.
4. The number of individuals involved as alleged harassers and as subjects of the harassment.
5. The age and sex of the alleged harasser and the subject of the harassment.
6. The size of the school, location of the incident and context in which it occurred.
7. Other incidents at the school.

Interim District Action

When appropriate, the district shall take interim measures during the investigation of a harassment report to protect the alleged subject of the harassment from further harassment or retaliation.

In cases involving potential criminal conduct, the grievance officer shall determine whether appropriate law enforcement officials should be notified. Conduct of a sexual nature directed towards students shall, in appropriate circumstance be reported as child abuse for investigation by appropriate authorities in compliance with district policy.

District Action Following Investigation

If the conduct is determined to be sexual harassment, the district shall take all reasonable steps to end the sexual harassment, to prevent its recurrence, to prevent retaliation against the student making the report and anyone participating in the investigation and to restore lost educational opportunities to the harassed student. In addition, the harasser shall be disciplined according to any applicable discipline policy.

If inappropriate conduct does not rise to the level of sexual harassment prohibited by law, but constitutes a violation of the student code of conduct or staff conduct policies, the matter shall be handled according to any applicable discipline policy.

Notice and Training

Notice of this policy shall be circulated to all district schools and departments and incorporated in all student handbooks.

All students and district employees shall receive annual training related to recognizing and preventing sexual harassment. District employees shall receive additional annual.

SEXUAL HARASSMENT (Student Grievance Procedure) – JBB-R

Students who believe they have been subject to sexual harassment will report the incident to any teacher, counselor in their school building or to the principal who will be referred to as the grievance officer. All reports received by teachers, counselors, or other district employees will be forwarded to the grievance officer. If the grievance officer is alleged to be involved in the harassment, then the complaint shall be filled with the superintendent, who shall appoint an alternate grievance officer to investigate the matter.

The following procedure will be followed in addressing all complaints.

1. A complaint should be in writing unless the person filing the complaint (the grievant) has a disability that prevents the grievant from submitting a complaint in writing. If the complaint is submitted orally, the grievance officer will document the complaint in writing and give the grievant an opportunity to review and ask for any corrections to the documentation of the complaint.
 - a. A complaint should be filed within thirty (30) days of the alleged harassment. Extensions may be granted upon a showing of good cause.
2. Upon receiving a complaint as provided in paragraph 1 above, the grievance officer shall attempt to resolve the problem, if warranted, in an information manner through the following process.
 - a. The grievance officer shall confer with the grievant as soon as is reasonably possible to obtain a clear understanding of the basis of the complaint.
 - b. The grievance officer shall attempt to meet with the alleged harasser in order to obtain a response to the complaint.
 - c. If appropriate, the grievance officer will arrange a meeting of the grievant and the alleged harasser, to informally mediate the issues and reach a resolution. Any resolution will be written up informally by the grievance officer and signed by both parties.
 - d. In investigating the complaint, the grievance officer will maintain confidentiality to the extent reasonable possible.
3. If the informal efforts described above have not resulted in a written resolution within ten (10) school days of the complaint, the grievance officer shall commence an investigation. He/she may hold as many meetings with the parties as is necessary to gather the facts, review any applicable documentation, review any written statements or submittals from the grievant and the alleged harasser, and obtain statements from witnesses if available. The grievance officer will complete his/her review, make written findings of fact and conclusions based upon applicable legal standards, and deliver the written findings and conclusions to the grievant within thirty (30) school days of the date the complaint was received. If the grievance officer finds that there has been any harassment, then he/she will take appropriate actions to ensure a resolution.
4. If the grievant is not satisfied with the resolution of the matter by the grievance officer, he/she may file an appeal to the Superintendent or designee within seven (7) school days of the receipt of the grievance officer's findings and conclusions. If the Superintendent is alleged to be involved in the harassment, then the Superintendent must designate an independent person, such as an administrator in a neighboring school district, to investigate the matter. An appeal must be in writing, unless the grievant has a disability that prevents the grievant from submitting an appeal in writing. If the appeal is submitted orally, the Superintendent or designee will document the appeal in writing and give the grievant an opportunity to review and ask for any corrections to the appeal documentation.
5. After reviewing the record made by the grievance officer, the Superintendent or designee may attempt to gather additional evidence necessary to decide the case, and will issue a written decision and shall deliver it to the grievant and the alleged harasser by certified mail or hand delivery within fifteen (15) school days of receipt of the written appeal. If the Superintendent or designee finds that there has been any harassment, then he/she will take appropriate actions to ensure a resolution. The Superintendent or designee may thereafter impose any sanctions deemed appropriate, including a recommendation to the Board for disciplinary action, if consistent with the decision. The Superintendent or designee's decision is the final decision of the District.
6. These timelines may be extended by mutual agreement of the District and the grievant.

No District employee or agent shall intimidate, threaten, coerce, discriminate, or otherwise retaliate against any individual for the purpose of interfering with any rights he/she has under the grievance process set forth above.

The grievant may also pursue any other actions permitted by law for addressing harassment. The grievant may file a complaint with the U.S. Department of Education, Office of Civil Rights ("OCR"). The contact information for OCR is:

The OCR office for Colorado is located at:
Denver Office
Office for Civil Rights
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard,
Suite 310
Denver, CO 80204-3582
Telephone: 303-844-5695
FAX: 303-844-4303;
TDD: 877-521-2172
Email: OCR.Denver@ed.gov

The OCR National Headquarters
is located at:
U.S. Department of Education
Office for Civil Rights
Customer Service Team
400 Maryland Avenue, SW
Washington, D.C. 20202-1100
Telephone: 1-800-421-3481
FAX: 202-245-6840;
TDD: 877-521-2172
Email: OCR@ed.gov

STUDENT ABSENCES AND EXCUSES – JH

Since we are concerned with the education of all youth in the RE-1 Valley School District, all facilities, school personnel and available money will be expended to this end. To reach this goal, certain responsibilities rest with students and parents.

The goal of education is to produce patriotic, useful and productive citizens. School personnel, parents and other interested persons should encourage students to gain the maximum from school experiences. Regular attendance is essential to academic achievement.

Experience tells us absences from school either, occasional or frequent, lead to discouragement, poor work and failure. Therefore, all persons associated with the RE-1 Valley School District should work cooperatively and harmoniously toward good habits of student attendance.

According to state law, it is the obligation of every parent to insure that every child under his care and supervision receives adequate education and training and, if of compulsory attendance age, attends school.

Absence from school for any reason will be classified as either excused or unexcused. In all cases, the principal or the principal's designee will decide whether an absence is excused or unexcused. Approval by parents does not necessarily constitute an excused absence.

Excused Absence

The following shall be considered excused absences:

1. A student who is temporarily ill or injured or whose absence is approved by the administrator of the school of attendance on a prearranged basis. Prearranged absences shall be approved for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours.
2. A student who is absent for an extended period due to physical, mental or emotional disability.
3. A student who is pursuing a work-study program under the supervision of the school.
4. A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.

The district may require suitable proof regarding the above exceptions, including written statements from medical sources.

If a student is in out-of-home placement (as that term is as defined by C.R.S. [22-32-138\(1\)\(e\)](#)), absences due to court appearances and participation in court-ordered activities shall be excused. The student's assigned social worker shall verify the student's absence was for a court appearance or court-ordered activity.

Unexcused Absence

Unexcused absences are absences that may occur with or without the knowledge and approval of the parent/guardian for any reason not explained by an excused absence. This shall be determined by the principal upon re-admittance to school or denial of a pre-excused absence. Students shall receive a zero in each class for work missed because of an unexcused absence.

In accordance with law, the district may impose academic penalties which relate directly to classes missed while unexcused. Students and parents/guardians may petition the Board of Education for exceptions to this policy provided that no exception shall be sustained if the student fails to abide by all requirements imposed by the Board as conditions for granting any such exception.

Suspensions from school will be considered as unexcused absences for the attendance policy. Students will receive 70% credit of the earned grade for make-up work that is completed satisfactorily after an unexcused absence due to a suspension from school.

Excessive Absences

The following actions will be taken whether for excused or unexcused absences:

1. Seven days of absence per year - a letter may be sent home to the parent/guardian.
2. Ten days of absence per year - the parent/guardian and student may meet with a school administrator.
3. Fifteen days of absence per year - the parent/guardian, student and building administrator may meet with the superintendent.

A "dropout" means a person who is the subject of notification to a school or school district that such person has left or will leave school for any reason, or such person has been absent from class for six consecutive weeks or more in any one school year, except for reasons of expulsion, excused long-term illness, or death, before completion of a high school diploma or its equivalent and who does not transfer to another public or private school or enroll in an approved home study program or in an on-line program. Students who are in attendance in an educational program at the end of such school year shall not be reported as dropouts by the school district to the department.

Pre-Excused Absence

When a student needs to be absent for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours, the student will secure approval of a Pre-Excused Absence Request from the principal's office.

If a student knows ahead of time that he or she will be absent for a nonschool activity, then a Pre-Excused Absence request must be made in writing to the principal by the parent/guardian. The student will be given a Pre-Excused Absence Request that will be submitted to each

teacher. The teacher will indicate the consequences of missing that class and the student will be responsible for recording the required assignments to be completed at the next class period to be attended. The Pre-Excused Absence Request will be given to the principal for approval or denial. Previous absences will also be taken into consideration for approval or denial. If the absence is justified and approved by the principal it will be recorded as an excused absence. If denied, the absence will be considered as an unexcused absence.

Unusual circumstances related to attendance procedures will be subject to the discretion of the building principal.

Make-up Work

Make-up work will be provided for any class in which a student has an excused absence unless otherwise determined by the building administrator. It is the responsibility of the student to pick up any make-up assignments permitted on the day he returns to class. Two days will be allowed for make-up work for each day of absence. Make-up work may be allowed following an excused absence with the goal of providing the student an opportunity to keep up with the class and an incentive to attend school. However, this work will receive only partial credit, which is a consequence for an unexcused absence. Students will receive 70% credit of the earned grade for make-up work that is completed satisfactorily after an unexcused absence due to a suspension from school.

Tardiness

Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that a class begins.

Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy student to uninterrupted learning, penalties shall be imposed for excessive tardiness. Parents/guardians shall be notified of all penalties regarding tardiness.

In an unavoidable situation, a student detained by another teacher or administrator shall not be considered tardy provided that the teacher or administrator gives the student a pass to enter the next class. Teachers shall honor passes presented in accordance with this policy. The provisions of this policy shall be applicable to all students in the district, including those above and below the age for compulsory attendance as required by law.

Reporting Absence

Parents will be responsible for calling the school each day when it is necessary for a student to be absent. The building attendance designee will make a reasonable effort to call the home when a parent fails to do this.

A written excuse, signed by the parent, should accompany the student back to school following the absence.

Building Regulations

Each principal will have the authority to set more restrictive building regulations concerning absences and excuses provided they are within the guidelines of this policy.

TRUANCY – JHB

If a student is absent without a signed parental excuse or if the student leaves school or a class without permission of the teacher or administrator in charge, the student will be considered truant. A "habitual truant" will be defined as a student of compulsory attendance age who has four unexcused absences from class in any one month or ten unexcused absences from class during any school year. Absences due to suspension or expulsion will not be counted in the total of unexcused absences for purposes of defining "habitual truant." An "absence" for the purpose of this policy means missing a class period during a school day.

To reduce the incidents of truancy, parents/guardians of all students will be notified in writing at the beginning of each school year, of their obligation to insure that all children of compulsory attendance age attend school. Parents/guardians will be required to furnish the school with a telephone number or other means of contacting them during the school day.

The school will establish a system of monitoring individual unexcused absences. When a student fails to report on a regularly scheduled school day and school personnel have received no indication that his/her parent/guardian is aware of the absence, school personnel or volunteers under the direction of school personnel, will make a reasonable effort to notify the parent/guardian by telephone.

When a student is declared habitually truant, the school will require a meeting between the student's parent/guardian and appropriate school personnel to review and evaluate the reasons for the student being habitually truant. Such meeting will be held not later than ten school days after the student's fourth unexcused absence in a month or tenth unexcused absence in a year. Additional truanancies may result in loss of credit and will be grounds for suspension and/or expulsion.

A plan will be developed for a student who is declared habitually truant with the goal of helping the student to remain in school. When practicable, the student's parent/guardian will participate with district personnel during the development of the plan. Appropriate school personnel will make all reasonable efforts to meet with the parent/guardian to review and evaluate the reasons for the student's truancy.

Make-up work may be allowed following a time when the student was truant with the goal of providing the student the opportunity to keep up with the class and an incentive to attend school. However, this work will receive only partial credit, which is a consequence for being truant.

EXCLUSIONS AND EXEMPTIONS FROM SCHOOL ATTENDANCE – JHD

Denial of Admission

The Board of Education or the superintendent may deny admission to the schools of the district for cause. The grounds for denial of admission shall be those established by law.

Students who were expelled from any school district during the preceding 12 months of whose behavior during the preceding 12 months in another school district was detrimental to the welfare or safety of other students or school personnel may be denied admission.

The Board shall provide due process of law to students and parents through written procedures consistent with law for denial of admission to a student.

The policy and procedures for denial of admission shall be the same as those for student suspension and expulsion inasmuch as the same section of the law governs these areas.

Exemptions From Attendance

A child may be exempt from school attendance as allowed by law.

STUDENT CONDUCT – JIC

It is the intention of the Board of Education that the district's schools help students achieve maximum development of individual knowledge, skills and competence and that they learn behavior patterns, which will enable them to be responsible, contributing members of society.

The Board in accordance with state law shall adopt a written student conduct and discipline code based upon the principle that every student is expected to follow accepted rules of conduct and to show respect for and to obey persons in authority. The code also shall emphasize that certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action. The code shall be enforced uniformly, fairly and consistently for all students.

All Board-adopted policies and Board-approved regulations containing the letters "JIC" in the file name shall be considered as constituting the conduct section of the legally-required code.

The Board shall consult with parents, students, teachers, administrators and other community members in the development of the conduct and discipline code.

The rules shall not infringe upon constitutionally protected rights, shall be clearly and specifically described, shall be printed in a handbook or some other publication made available to students and parents/guardians, and shall have an effective date subsequent to the dissemination of the published handbook.

The superintendent shall arrange to have the conduct and discipline code distributed once to each student in elementary, middle, junior high and high school and once to each new student in the district. Copies shall be posted in each school of the district. In addition, any significant change in the code shall be distributed to each student and posted in each school.

In all instances, students shall be expected to conduct themselves in keeping with their level of maturity, acting with due regard for the supervisory authority vested by the Board in all district employees, the educational purpose underlying all school activities, the widely shared use of school property, and the rights and welfare of other students. All employees of the district shall be expected to share the responsibility for supervising the behavior of students and for seeing that they abide by the established rules of conduct.

STUDENT DRESS CODE - JICA

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

Any student deemed in violation of the dress code shall be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately.

Guidelines

Students are expected to dress appropriately for all school activities. These general standards will be in effect:

1. The individual and his or her clothing, jewelry, etc. must be clean.
2. To avoid injury and/or diseases, shoes, sandals, or boots must be worn in the building.
3. A decent coverage of the body is expected. Beachwear is inappropriate. Chests, backs, midribs, shoulders and buttocks must be covered. Undergarments, e.g., sports bras, bra straps, and boxers should be covered by clothing. Tube or halter tops, tank tops with straps less than one (1) inch wide, tops with spaghetti straps, or tops with large armholes are not appropriate.
4. Caps, hats, bandanas or inappropriate head coverings should not be worn in the school building during regular school hours.
5. Dress that is dangerous, distracting or that may interfere with the teaching/learning process will not be worn.
6. Clothing and/or accessories that display derogatory, obscene, suggestive statements or connotations; endorses/promotes any illegal activity or promotes/advertises tobacco, alcohol, or drugs; or by virtue of color arrangement, trademark, or other attribute denoting membership in gangs which advocates drug use, violence, or disruptive behavior, is prohibited.

Consequences

Regular classroom grades will not be affected by dress code violation. The staff will make interpretation of these standards. Disciplinary action will include the following.

1. Notification of violation to the student by teacher.
2. Referral to administrative staff.
3. Change clothes before reentering class. Absence from class is excused, but makeup is required.
4. Parent notification.
5. Parent conference, suspension, or expulsion reserved for repeat offenders.

Exceptions

Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school-sponsored extra curricular or sports activities (such as cheerleading uniforms and the like) may be worn to school when approved by the sponsor or coach.

Building principals, in conjunction with the school accountability committee, may develop and adopt school-specific dress codes that are consistent with this policy.

STUDENT DRESS CODE – JICA-R

Inasmuch as the Board subscribes to the theory that neatness, cleanliness, good manners and appropriate dress are conducive to a good

learning environment in each school under the direct administration of each building principal responsible to the Superintendent of Schools who is charged with the administration of Board policies, the following general guidelines and regulations shall be followed:

1. Clothing must be clean and in good repair.
2. Students shall appear at school appropriately dressed in such a manner so as not to disrupt the educational processes of the school.
3. Any teacher leading an extracurricular activity may determine a dress code deemed suitable for that activity but within these guidelines and regulations.
4. Hair conditions must be met as follows: eyes showing; kept combed; neat and clean; facial hair kept neat and clean; directors of athletic or activities programs may disallow facial hair or have more restrictive rules; safety rules to be followed around machinery.

All staff members shall support and help enforce the code in a fair and equitable manner with the realization no code can be developed that will not require some judgment and arbitrary decisions to be made.

The Administrative Council may review this policy and accompanying regulations from time to time and make recommendations to the Board of Education for amendments.

CARE OF SCHOOL PROPERTY BY STUDENTS - JICB

Re-1 Valley School District grounds and equipment have been provided for the students at a great cost in time and money. It is the hope that teachers and students will appreciate this effort.

Therefore, each teacher is asked to work with his students in developing a realization of the responsibility of the group for the care of school property. Each teacher is directly responsible for his classroom and, through influence and supervision, the entire building along with the principal.

Any student who willfully cuts, defaces or otherwise damages any real or personal property belonging to the school district may be suspended or expelled. Parents/guardians shall be liable to the school district for all property belonging to the school district loaned to the student and not returned.

STUDENT CONDUCT ON SCHOOL BUSES – JICC (EEAEC)

It remains the responsibility of the parent to extend full cooperation in seeing that their child obeys the bus regulations as established and that he practices all recommended safety procedures.

Students shall approach the bus only after it has come to a complete stop and shall leave the bus in an orderly manner.

Students may be assigned seats by the bus driver. They shall go to their seats as directed by the bus driver, without crowding or pushing, and shall remain seated while the bus is in motion.

Students shall be required to conform to all regulations regarding discipline, behavior and safety while riding on a school bus. A list of basic rules shall be distributed to students.

Violation of bus regulations may result in suspension from the privilege of riding the bus. The length of suspension shall be determined by the principal. Written notice of suspension shall be given to the parent. No student shall be required to leave the bus between his home and the school.

If suspension from the privilege of riding the bus is determined to be tantamount to suspension from school, the length of suspension shall be subject to the applicable law and Board policy.

STUDENT CONDUCT ON SCHOOL BUSES (Bus Rules) – JICC-R

1. Observe same conduct as in the classroom.
2. Be courteous. Use no profane language.
3. Only authorized food or drink is allowed on buses.
4. Keep the bus clean.
5. Cooperate with the bus driver.
6. Do not smoke or use other tobacco products.
7. Do not be destructive.
8. Stay in your seat.
9. Keep head, hands and feet inside bus.

CODE OF CONDUCT - JICDA

The principal may suspend or recommend expulsion of a student who engages in one or more of the following specific activities while in school buildings, on district property when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district sponsored activity or event and off school property when reasonable connection to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Commission of any act which if committed by an adult would be robbery or assault as defined by state law. Expulsion shall be mandatory in accordance with state law except for commission of third degree assault.
4. Violation of criminal law that has an immediate effect on the school or on the general safety or welfare of students or staff.
5. Violation of district policy or building regulations.

6. Violation of the district's policy on dangerous weapons in the schools. Expulsion shall be mandatory for carrying, bringing, using or possessing a dangerous weapon without the authorization of the school or school district, unless the student has delivered the firearm or weapon to a teacher, administrator or other authorized person in the district as soon as possible upon discovering it, in accordance with state law.
7. Violation of the district's alcohol use/drug abuse policy. Expulsion shall be mandatory for sale and/or distribution of drugs or controlled substances, in accordance with state law.
8. Violation of the district's violent and aggressive behavior policy.
9. Violation of the district's tobacco-free schools policy.
10. Violation of the district's policy on sexual harassment.
11. Violations of the district's policy on discrimination by engaging in any unwelcome, hostile and offensive verbal, written or physical conduct based on or directed at a person's race, color, national origin, religion, sex, age or disability that: (1) results in physical, emotional or mental harm, or damage to property; (2) is so severe, persistent or pervasive that it creates an intimidating hostile or threatening environment; or (3) substantially disrupts the orderly operation of the school.
12. Throwing objects, unless part of a supervised school activity that can cause bodily injury or damage property.
13. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or visitors to the school.
14. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs or derogatory statements addressed publicly to others that precipitate disruption of the school program or incite violence.
15. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
16. Lying or giving false information, either verbally or in writing, to a school employee.
17. Scholastic dishonesty which includes but is not limited to cheating on a test, plagiarism, or unauthorized collaboration with another person in preparing written work.
18. Continued willful disobedience or open and persistent defiance of proper authority, including deliberate refusal to obey a member of the school staff.
19. Behavior on or off school property, which is detrimental to the welfare, or safety of other students or school personnel.
20. Repeated interference with the school's ability to provide educational opportunities to other students.
21. Engaging in hazing activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
22. Violation of the district's dress code policy.
23. Violation of the district's policy on student expression.
24. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.

BULLYING PREVENTION AND EDUCATION - JICDE

The Board of Education supports a secure school climate, conducive to teaching and learning that is free from threat, harassment and any type of bullying behavior. The purpose of this policy is to promote consistency of approach and to help create a climate in which all types of bullying are regarded as unacceptable.

Bullying is the use of coercion to obtain control over another person or to be habitually cruel to another person. Bullying can occur through written, verbal or electronically transmitted expression or by means of a physical act or gesture. Bullying is prohibited on district property, at district or school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the district or one of its schools or off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event.

A student who engages in any act of bullying is subject to appropriate disciplinary action including but not limited to suspension, expulsion, and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior shall be taken into consideration when disciplinary decisions are made.

The Superintendent shall develop a comprehensive program to address bullying at all school levels. The program shall be aimed toward accomplishing the following goals:

1. To send a clear message to students, staff, parents and community members that bullying will not be tolerated.
2. To train staff and students in taking pro-active steps to prevent bullying from occurring.
3. To implement procedures for immediate intervention, investigation, and confrontation of students engaged in bullying behavior.
4. To initiate efforts to change the behavior of students engaged in bullying behaviors through re-education on acceptable behavior, discussions, counseling, and appropriate negative consequences.
5. To foster a productive partnership with parents and community members in order to help maintain a bully-free environment.

6. To support victims of bullying by means of individual and peer counseling.
7. To help develop peer support networks, social skills and confidence for all students.
8. To recognize and praise positive, supportive behaviors of students toward one another on a regular basis.

STUDENT DISTRIBUTION OF NONCURRICULAR MATERIALS - JICEC

To understand Constitutional values such as the right to free speech, students must not only study such principles but also have an opportunity to put them into practice. However, there are limitations on the right of student free speech in the school setting that have been upheld by the courts because of the unique nature of the school community.

It is the goal of this policy to strike a necessary balance between a student's right of free speech and the school's need to maintain an orderly school environment which respects the rights of all students on school grounds and during school sponsored activities.

Students shall be allowed to distribute non-curricular materials on school property subject to restrictions on time, place and manner of distribution set out in the accompanying regulation and the prohibitions set out below and in state law.

Any material in any media containing expression which is obscene, pornographic, sexually explicit, libelous, slanderous or defamatory shall be prohibited. Students shall not distribute any material which advocates commission of unlawful acts or violation of Board policy and/or regulations, which violates another person's right to privacy or which causes a material and substantial disruption of the orderly operation of the school, or threatens violence to property or person. Also prohibited are materials that contain insulting words or words the very expression of which injures or harasses other people and which are inconsistent with the shared values of a civilized social order (e.g. threats of violence or defamation of a person's race, religion, ethnicity, national origin, etc.).

Students who distribute materials in violation of this policy may be subject to appropriate disciplinary action including suspension and/or expulsion. School equipment and supplies shall not be used for publication of such written material.

STUDENT EXPRESSION RIGHTS - JICED

While students do not shed their constitutional rights when they enter the school or engage in school-related activities, it is the Board of Education's responsibility to adopt rules reasonably necessary to maintain proper discipline among students and create an effective learning environment.

Therefore, all student expression shall not interfere with the aims and objectives of the mission of the school district, the curriculum and this policy. For purposes of this policy, student expression includes expression in any media, including but not limited to written, oral, visual, audio, and electronic media in all classroom and other school-related activities, assignments, and projects as well as distribution of non-curricular materials on school grounds and at school events.

Students shall not turn in, present, publish or distribute expression that is disruptive to the maintenance of a safe and orderly school, or pervasively vulgar or harmful to students. This restriction includes, but is not limited to expression which is:

1. Obscene, pornographic or sexually explicit
2. Libelous, slanderous, defamatory, or otherwise unlawful under state law
3. Profane or vulgar
4. False as to any person who is not a public figure or involved in a matter of public concern
5. Creates a clear and present danger of commission of unlawful acts, the violation of lawful school regulations, or the material and substantial disruption of the orderly operation of the school
6. Violates the rights of others privacy
7. Threatens violence to property or persons
8. Attacks any person because of race, color, sex, age, religion, national origin or disability
9. Tends to create hostility or otherwise disrupt the orderly operation of the educational process
10. Advocates illegal acts of any kind, including the use of illegal drugs, tobacco or alcohol

Violation of this policy shall result in disciplinary action against a student consistent with district student discipline policies.

USE OF TOBACCO BY STUDENTS - JICG

The use and conspicuous possession of tobacco products by students while in or on school property, or under the school's jurisdiction during school hours, or while participating in a school-sponsored activity, is prohibited.

Certificated personnel should carry on intensive programs of education designed to fully inform students about the hazards of smoking and use of other tobacco products.

DRUG AND ALCOHOL USE BY STUDENTS - JICH

RE-1 Valley School District shall promote a healthy environment for students by providing education, support and decision making skills in regard to alcohol, drugs and other controlled substances and their abuse. In order to accomplish this goal, a cooperative effort must be made among the schools, parents/guardians, community and its agencies.

It shall be a violation of Board policy and considered to be behavior which is detrimental to the welfare or safety of other students or school personnel for any student to possess, use, sell, distribute or procure or to be under the influence of alcohol, drugs, or other controlled substances. The unlawful possession or use of alcohol or controlled substances is wrong and harmful to students.

For purposes of this policy, controlled substances include but are not limited to narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or non-prescription drug, medicine, vitamins or other chemical substances not taken in accordance with the Board policy and regulations on administering medicines to students.

This policy also includes substances that are represented by or to the student to be any such controlled substance or what the student believes to be any such substance.

This policy shall apply to any student on district property being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored, district sponsored or sanctioned activity, including activities covered by the Participation Contract for CHSAA-Sanctioned Activities or the Participation Contract for State Vocational Student Organizations on or off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event, or whose conduct at any time or place interferes with the operations of the district or the safety or welfare of students or employees.

Students violating this policy shall be subject to disciplinary sanctions which may include suspension and/or expulsion from school and referral for prosecution. Expulsion shall be mandatory for sale or distribution of drugs or other controlled substances, in accordance with state law. Denial of participation in extracurricular activities is a sanction for violation of the standards of conduct described in the district "Participation Contract for CHSAA-Sanctioned Activities".

Therefore, the Board requires:

1. The prohibition of the use, possession or distribution of alcohol or controlled substances on school property or in connection with any school activity when students are being transported in vehicles dispatched by the District, or at any time or in any place where student's conduct interferes with or obstructs the educational program or operations of the school district or the health, safety or welfare of students or employees.
2. The education of students as to the physical, emotional, psychological and social dangers associated with the use of alcohol and controlled substances with an emphasis on the nonuse of such substances as well as the illegal aspects of their use.
3. The availability in each school of counseling service that will make it possible for students to seek and get counseling on these matters any time without fear of reprisal and with assurance that confidentiality shall be maintained in accordance with the law.
4. Handling on an individual basis, depending upon the nature and particulars of the case, cases in which a student seeks counseling or information from a professional staff member for the purpose of overcoming substance abuse. When appropriate, parents shall be involved and every effort shall be made to direct the substance use to appropriate sources of help.
5. Emergency health and safety care which may be necessary for students under the active influence of drugs at school or in connection with any school activity. Any procedural or disciplinary issues shall be postponed until the student's immediate needs are treated.

The Board, in recognition that drug and alcohol abuse is a community problem, shall cooperate actively with law enforcement, social services or other agencies and organizations, parents and any other recognized community resources committed to reducing the incidents of illegal use of drugs and alcohol by school-aged youths.

Whenever possible in dealing with student problems associated with drug and alcohol abuse, school personnel shall provide parents and students with information concerning education and rehabilitation programs which are available. Information provided to students and/or parents about community substance abuse treatment programs or other resources shall be accompanied by a disclaimer to clarify that the school district assumes no financial responsibility for the expense of drug or alcohol assessment or treatment provided by other agencies or groups unless otherwise required.

The Board shall conduct a biennial review of its drug prevention program to determine its effectiveness, to implement any required changes and to ensure that the disciplinary sanctions required are consistently enforced.

DRUG AND ALCOHOL USE BY STUDENTS – JICH-R

The following procedures are established for disciplining students for alcohol or drug-related misconduct.

Use

1. When a student is suspected of use, including violation of the standards of conduct described in the district's "Participation Contract for CHSAA-Sanctioned Activities", the person having the suspicion should notify the principal or his designee.

Notification must include reasons for such suspicion (observed use, unusual behavior, etc.). The principal or his designee will conduct a check of the suspected student and collect data. This action must comply with Board policy on interrogations and searches.

- a. If information is not sufficient to warrant further action, the principal or his designee may have a personal conference with the student expressing awareness and concern.

- b. If information warrants, the parent/guardian will be requested to attend a conference at school. The conference may include sharing the data collected, explaining consequences of involvement with drugs/alcohol, developing a plan of action, and offering the parent/guardian general information and resources related to substance abuse.
 - c. Each secondary school will have a standing committee composed of a building administrator, a teacher, and the assistant superintendent to investigate situations involving violation of the activities/athletics standards of conduct. In its investigation, the committee may question the student and other witnesses; and, if needed, may request parent/guardian signature on the "Authorization for Release of Information and Incident Report." In this investigation, an inference of guilt may be made from a student's refusal to respond to such questions or to consent to a release of an incident report.
2. When necessary, emergency health and safety care will be provided and any procedural or disciplinary issues postponed until the student's immediate needs are treated. While waiting for the parent/guardian or further medical aide, the student will not be left alone but placed in a quiet situation where he will remain under observation.

Possession

Students who possess alcohol, drugs, other controlled substances or drug-containing paraphernalia in violation of Board policy will be handled in the following manner.

1. A staff member who comes in contact with evidence and/or contraband must notify the principal or his designee immediately.
2. A staff member who has reasonable cause to believe that a student possesses alcohol, any controlled substance or drug-containing paraphernalia in violation of Board policy, will request that the student accompany him to the principal or his designee. If the student refuses, the staff member will notify the principal or his designee immediately.
3. The principal or his designee will attempt to obtain evidence by requesting it directly from the student or through search procedures as outlined in Board policy.
4. The principal or his designee will place any evidence in an envelope or alternative container as necessary which will be sealed, dated and initialed by the individual who originally obtained the materials and by the principal or his designee. The evidence then will be placed in the school safe.
5. The principal or his designee will call appropriate law enforcement officials in each instance of possession or sale of controlled substances by a student. A mutual decision will be made as to retention of the contraband by the school or testing authorities.
6. When there is evidence of a student possessing illegal drugs, the student will be suspended and his parent/guardian notified.

First Offense For Use and/or Possession

1. The student will receive three days of suspension from school and a parent/guardian conference will be scheduled prior to re-admittance. Appropriate law enforcement officials will be notified.
2. All students will be required to participate in an assessment administered by the City of Sterling Youth Services Division to determine the level of student involvement in a program of treatment. Students who are determined to be low level users must complete a program provided by Youth Services personnel. Those students determined as a high level user will be provided information concerning voluntary drug and alcohol treatment programs and will be referred to such a program.

The school district assumes no financial responsibility for the expense of drug and alcohol assessment or treatment provided by other agencies or groups unless otherwise required.
3. The student may elect to participate in a voluntary drug/alcohol abuse counseling program with attendance verification submitted to the school administration. Upon choice of this option, the student will be readmitted. If counseling is not elected, the student may be suspended from school for an additional five days by the superintendent. The student and his parent/guardian must attend a readmission conference during the suspension. At the end of five days, the student will be readmitted.
4. The principal or his designee will attempt to develop with the parent/guardian and the student, a procedure that will outline the responsibilities of the parent/guardian, the student and the school in an effort to keep any further offenses from occurring.

Second Offense For Use and/or Possession

1. The student will be suspended from school for five days.
2. Information concerning voluntary drug or alcohol treatment programs will be given to the student and his parent/guardian. The principal or his designee will require evidence of the student's enrollment and/or participation in a voluntary program prior to the student's readmittance to school.
3. Appropriate law enforcement officials will be notified.

Third Offense For Use and/or Possession

1. The student will be recommended for expulsion.

Distribution

Students who sell, give or exchange alcohol, drugs, other controlled substances or drug-containing paraphernalia in violation of Board policy will be handled in the following manner.

1. If an employee witnesses an act in which alcohol, drugs, other controlled substances or drug-containing paraphernalia are being transferred from one student to another, the staff member will immediately attempt to detain the student and request that the student accompany him to the principal or his designee. If the student refuses, the staff member will notify the principal or his designee immediately.
2. The principal or his designee will attempt to obtain evidence by requesting it directly from the student or through search procedures in accordance with Board policy.

3. Any student who distributes, trades, exchanges or sells controlled substances will be expelled.

These procedures will supplement and complement authority conferred elsewhere by Board policy and will not be deemed to limit or suspend such other authority.

WEAPONS IN SCHOOL – JICI

The Board of Education determines possession and/or use of a weapon by students is detrimental to the welfare and safety of the students and school personnel within the district.

Mandatory Expulsion In Accordance With State and Federal Law

Carrying, bringing, using or possessing a dangerous weapon in any school building, on school grounds, in any school vehicle or at any school-sponsored activity without the authorization of the school or the school district is prohibited. An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms.

If a student discovers he or she carried, brought or is in possession of a dangerous weapon and the student notifies a teacher, administrator or other authorized person in the school district and as soon as possible and delivers the dangerous weapon to that person, expulsion shall not be mandatory and such action shall be considered when determining appropriate disciplinary action, if any.

As used in this policy, “dangerous weapon” means:

- a. A firearm, whether loaded or unloaded, or a firearm facsimile that could reasonably be mistaken for an actual firearm.
- b. Any pellet, BB gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air.
- c. A fixed blade knife with a blade that measures longer than three inches in length, a spring loaded knife or a pocket knife with a blade longer than three and one-half inches.
- d. Any object, device, instrument, material or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury including, but not limited to slingshot, bludgeon, brass knuckles or artificial knuckles of any kind.

In accordance with federal law, expulsion shall be for no less than one full calendar year for a student who is determined to have brought a firearm to school in violation of this policy. The superintendent may modify the length of this federal requirement for expulsion on a case-by-case basis.

Local Restrictions

The Board of Education determines that extra precautions are important and necessary to provide for student safety. Therefore, the carrying, bringing, using or possessing of any knife, regardless of the length of the blade, in any school building, on school grounds, in any school vehicle or at any school-sponsored activity without express authorization is prohibited. Students who violate this policy shall be referred for appropriate disciplinary proceedings. However, if a student discovers that he or she has carried, brought or is in possession of a knife and the student notifies a teacher, administrator or other authorized person in the school district, and as soon as possible delivers the knife to that person, expulsion shall not be mandatory and such action shall be considered when determining appropriate disciplinary action, if any.

The district shall maintain records, which describe the circumstances involving expulsions of students who bring weapons to school including the name of the school, the number of students expelled and the types of weapons involved as required by law.

School personnel shall refer any student who brings a firearm or weapon to school without authorization of the school or the school district, to law enforcement, unless the student has delivered the firearm or weapon to a teacher, administrator or other authorized person in the district as soon as possible upon discovering it. In such case, school personnel shall consult with law enforcement to determine whether referral of the student to law enforcement is necessary and how to properly dispose of the firearm or weapon or return it to its owner.

Student Use Of Electronic Communication Devices – JICJ

The Board of Education recognizes that cell phones and pagers can play a vital communication role during emergency situations. However, the ordinary use of cell phones and pagers in school situations can be disruptive to the educational environment and is not acceptable. For purposes of this policy, “electronic communication devices” include cell phones, beepers, pagers, walkie-talkies and any other telecommunication device that emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor (e.g., Blackberry, Palm Pilot, etc.)

Students may carry cell phones and pagers but these devices must be turned off and put away during instructional time inside school buildings, on school buses, at school-sponsored activities and on field trips. In these locations, cell phones and pagers may be used only during emergencies. For purposes of this policy, “emergency” shall mean an actual or imminent threat to public health or safety, which may result in loss of life, injury or property damage.

Electronic communication devices with cameras are prohibited in locker rooms, bathrooms, buses, hallways or other locations where such operations may violate the privacy rights of another person.

It is the student’s responsibility to ensure that the device is turned off and out of sight during unauthorized times. Violation of this policy will result in disciplinary measures and confiscation of the cell phone or electronic communication device. Confiscated cell phones and electronic communication devices shall be returned to the student only after a conference with the parent/guardian, student and school personnel.

The building principal or designee may also refer the matter to law enforcement, as appropriate.

Individual schools may determine in conjunction with Building Accountability Committees, that students may not carry cell phones or electronic communication devices inside school buildings, on school buses, at school-sponsored activities or on field trips.

The district shall not be responsible for loss, theft, or destruction of electronic communication devices brought onto school property.

STUDENT INTERROGATIONS, SEARCHES AND ARRESTS – JIH

The Board of Education seeks to maintain a climate in the schools which is conducive to learning and protective of the safety and welfare of staff and students. To achieve this goal, it may be necessary for school personnel to search the person and/or the personal property of the student and to seize any property deemed injurious or detrimental to the safety and welfare of students and staff.

Interviews by School Administrators

When a violation of Board policy or school rules occurs, the principal or designee may question potential student victims and witnesses without prior consent of the student's parent/guardian. If a school official is investigating a report of child abuse and the suspected perpetrator is a member of the student's family, no contact with the student's family will be made.

Interrogations by School Administrators

In situations where a student is suspected of violating Board policies or school rules, the principal or designee may interrogate the suspected student if the school official has reasonable grounds to suspect that such a violation has occurred. The nature and extent of the questioning must be reasonably related to the objectives of the questioning. If the student denies any involvement or culpability, the student will have the opportunity to present his or her side of the story, orally or in writing.

Searches Conducted by School Personnel

School personnel may search a student and/or the student's personal property while on school premises or during a school activity in accordance with this policy and may seize any illegal, unauthorized or contraband materials. Whenever possible, the student shall be informed of the reason(s) for conducting the search and the student's permission to perform the search shall be requested. A student's failure to cooperate with school officials conducting a search shall be considered grounds for disciplinary action.

An administrative report shall be prepared by the school official conducting a search explaining the reasons for the search, the results and the names of any witnesses to the search.

Search of School Property

School lockers, desks and other storage areas are school property and remain at all times under the control of the school. All such lockers, desks and other storage areas, as well as their contents, are subject to inspection at any time, with or without notice.

Students shall assume full responsibility for the security of their lockers and/or other storage areas in the manner approved by the administration. Students shall be responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to the contents of such desks and lockers.

Search of the Student's Person or Personal Effects

The principal or designee may search the person of a student or a student's personal effects such as a purse, backpack, book bag, or briefcase on school property or at school-sponsored events or activities if the school official has reasonable grounds to suspect that the search will uncover:

- a. Evidence of a violation of Board and/or district policies, school rules, or federal, state, or local laws.
- b. Anything which, because of its presence, presents an immediate danger of physical harm or illness to any person.
Search of the person shall be limited to the student's pockets, any object in the student's possession such as a purse, backpack, book bag, or briefcase, and a "pat down" of the exterior of the student's clothing.

The extent of the search of a student's person or personal effects, as well as the means to conduct the search, must be reasonably related to the objectives of the search and the nature of the suspected violation. Additionally, school officials conducting the search shall be respectful of privacy considerations, in light of the sex and age of the student.

Searches of the person shall be conducted out of the presence of other students and as privately as possible by a person of the same sex as the student being searched. At least one person of the same sex as the student being searched shall witness but not participate in the search.

Searches of a student's person and/or personal effects may be conducted without the prior consent of the student's parent/guardian. However, the parent/guardian of any student searched shall be notified of the search as soon as reasonably possible.

Searches of the person which may require removal of clothing other than a coat or jacket shall be referred to a law enforcement officer. School personnel shall not participate in such searches.

Seizure of Items

Anything found in the course of a search conducted by school officials which is evidence of a violation of law or Board policy or school rules or which by its presence presents an immediate danger of physical harm may be:

1. Seized and offered as evidence in any suspension or expulsion proceeding. Such material shall be kept in a secure place by the principal until it is presented at the hearing.
2. Returned to the student or the parent/guardian.
3. Turned over to a law enforcement officer in accordance with this policy.

Appeals

Within 10 school days after a search, the student may appeal the search decision to the superintendent who shall investigate the reason(s)

and circumstances of the search. The superintendent shall issue written findings within five school days after receiving the appeal. The superintendent's decision shall constitute the final district determination.

Law Enforcement Officers' Involvement

Interrogations and Interviews

When law enforcement officials request permission to question students when students are in school or participating in school activities, the principal or designee shall ascertain that the law enforcement officer has proper identification. Except when law enforcement officers have a warrant or other court order, or when an emergency or other exigent circumstances exist, such interrogations and interviews are discouraged during students' class time.

It is the responsibility of the law enforcement officer interviewing student witnesses or interrogating student suspects to assure compliance with all applicable procedural safeguards. Upon request by law enforcement to interview a student witness or interrogate a student suspect, school officials shall make an effort to notify the student's parent/guardian, except in cases involving investigation of reported child abuse where the suspected perpetrator is a member of the student's family, when law enforcement has a court order directing that the student's parent/guardian not be notified, or when an emergency or other exigent circumstances exist. However, whether or not to postpone the interview or interrogation until the parent/guardian arrives is the law enforcement officer's decision.

Search and Seizure

The principal or designee may request a search on school premises be conducted by a law enforcement officer. When law enforcement officers respond to such a request, no school employee shall assist or otherwise participate in the search. It is expected that searches by law enforcement will be conducted in accordance with the requirements of applicable law.

Custody and/or Arrest

Students will be released to law enforcement officers if the student has been placed under arrest or if the student's parent/guardian and the student consent to such release. When a student is removed from school by law enforcement officers for any reason, school officials will make reasonable efforts to notify the student's parent/guardian.

It is expected that all procedural safeguards prescribed by law are followed by law enforcement officers conducting student arrests. However, district staff is not responsible for an officer's legal compliance when arresting a student.

STUDENT LOCKERS- JIHA

Lockers, desks and other storage areas are school property and are provided for the convenience of students. At no time does the school relinquish its exclusive control over lockers, desk and other storage areas. Lockers will be subject to generalized searches for any reason at any time, without notice, without student consent, and without a search warrant using reasonable methods. School property is subject to inspections and clean-out access for maintenance.

Students will assume full responsibility for the security of their lockers and/or other storage areas in the manner approved by the administration. Students will be responsible for whatever is contained in desks and lockers assigned to them by the school. No student will lock or impede access to any locker or storage areas except with a lock provided or approved by school authorities.

For this policy, contraband is defined as all substances or material, the presence of which is prohibited by school policy or school rules or state law, including but not limited to, controlled substances, drugs, alcohol or alcoholic beverages, abusable glue or aerosol paint, guns, knives, weapons and explosive or incendiary devices.

PARKING LOT SEARCHES - JIHB

The privilege of bringing a student-operated motor vehicle on to school premises is conditioned on consent by the student driver to allow a search of the vehicle when there is reasonable suspicion that the search will yield evidence of contraband.

Refusal by a student, parent or guardian, or owner of the vehicle to allow access to a motor vehicle on school premises at the time of a request to search the vehicle will be cause for termination without further hearing of the privilege of bringing the vehicle on to school premises.

Routine patrolling of student parking lots and inspection of the outside of student vehicles will be permitted at all times.

STUDENT CONCERNS, COMPLAINTS AND GRIEVANCES - JII

Decisions made by school personnel which students believe are unfair or in violation of pertinent Board policies of individual school rules may be appealed to the principal or a designated representative or by following the specific appeal process created for particular complaints.

Grievance procedures are available for students to receive prompt and equitable resolution of allegations of discriminatory actions on the basis of race, color, national origin, ancestry, creed, sex, sexual orientation, marital status, religion, disability or need for special education services, which students are encouraged to report.

STUDENT DISCIPLINE - JK

The Board of Education believes that effective student discipline is a prerequisite for sound educational practice and productive learning.

The objectives of disciplining any student must be to help the student develop a positive attitude toward self-discipline and socially acceptable behavior.

All policies and procedures for handling general and major discipline problems for all students of the district will be designed to achieve these broad objectives. Disorderly students also will be dealt with in a manner that allows other students to learn in an atmosphere that is

safe, conducive to the learning process and free from unnecessary disruptions.

The Board in accordance with state law will adopt a written student conduct and discipline code based upon the principle that every student is expected to follow accepted rules of conduct and to show respect for and to obey persons in authority. The code also will emphasize that certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action.

All Board-adopted policies and Board-approved regulations containing the letters "JK" in the file name will be considered as constituting the discipline section of the legally-required code.

Immunity For Enforcement of Discipline Code

An act of a teacher or other employee will not be considered child abuse if the act was performed in good faith and in compliance with Board policy and procedures.

A teacher or any other person acting in good faith and in compliance with the discipline code adopted by the Board will be immune from civil liability unless the person is acting willfully or wantonly.

Expulsion Prevention

District personnel will enforce provisions of the code so that students demonstrating unacceptable behavior and their parents, guardians or legal custodians understand that such behavior will not be tolerated and will be dealt with according to the code. However, it is the belief of the Board that all available alternatives should be explored to help students who are at risk of expulsion before expulsion becomes a necessary step.

Expulsion will be regarded as a punishment of last resort.

The district will provide students who are identified as at risk of suspension or expulsion with the necessary support services to help them avoid expulsion. In doing so, district personnel will work with the student's parent or guardian. Support services may be provided through agreements with appropriate local governmental agencies, community-based organizations, and institutions of higher education.

The failure of the school district to identify a student for participation in an expulsion prevention program or the failure of such program to remediate a student's behavior will not be grounds to prevent school personnel from proceeding with appropriate disciplinary measures.

Disciplinary Information To Victims and Witnesses

Disciplinary information may be provided to a victimized student to the extent such disclosure relates to the results of any investigation or disciplinary action taken against the alleged student perpetrator Provided that such disclosure is in compliance with the Family Educational Rights and Privacy Act, 20 U.S.C. [§1232g](#). Such disclosure must be specifically and discreetly targeted to reach only the victim and his or her parents and must be made contemporaneously with the completion of the investigation and/or disciplinary action taken.

The district may share factual information regarding a behavior incident with parents of victims and witnesses as long as the disclosure does not indicate whether the perpetrator was found to be at fault or whether the perpetrator received any disciplinary consequences of the behavior.

Disciplinary Information To School Personnel

According to state law, the principal or designee is required to communicate disciplinary information concerning any student enrolled in the school to any teacher who has direct contact with the student in the classroom and to any counselor who has direct contact with the student. The purpose of this requirement is to keep school personnel informed of situations that could pose a risk to the safety and welfare of others.

For purposes of this policy, "disciplinary information" means confidential records maintained by or in possession of the principal or designee on an individual student that indicate the student has committed an overt and willful act that constitutes a violation of the district's code of student conduct and/or there is reasonable cause to believe, through information provided to the principal from another credible source, that the student could pose a threat to the health and safety of other students and school personnel based on prior misbehavior.

"Disciplinary information" is intended to include only that information of a serious nature that is not otherwise available to teachers and counselors as part of the education records maintained on students or other reports of disciplinary actions. It is appropriate for instructional staff members to request disciplinary information from the principal or designee on students in their classrooms if there is concern that the student poses a threat to the safety of other students or school officials.

Any teacher or counselor to whom disciplinary information is reported will maintain the confidentiality of the information and will not communicate it to any other person. The principal or designee is required to inform the student and the student's parent or guardian when disciplinary information is communicated and to provide a copy of the disciplinary information. The student and/or the student's parent or guardian may challenge the accuracy of disciplinary information through the administrative regulations that accompany this policy.

Discipline of Habitually Disruptive Students

Students who have been suspended for causing a material and substantial disruption in the classroom, on school grounds, in school vehicles or at school activities or events three times during the school year in violation of their individual remedial discipline plans, will be declared habitually disruptive students.

Remedial Discipline Plans

No student will be declared habitually disruptive prior to the development and implementation of a remedial discipline plan upon a second suspension. The remedial discipline plan is to address the student's disruptive behavior and his educational needs with the goal of keeping the student in school.

Discipline of Special Education Students/Students with Section 504 Plans

Appropriate discipline for special education students/students with Section 504 plans shall be in accordance with the student's Individual Education Plan (IEP), Section 504 plan, any behavior intervention plan and/or policy JK-2, Discipline of Students With Disabilities. In order to comply with all state and federal laws, the Special Education director shall be contacted prior to the use of any disciplinary measure, which is not authorized by the student's IEP, Behavior Intervention Plan or Section 504 plan.

Teacher Responsibility

Disciplining of all students in the buildings and on the grounds will be the responsibility of the entire staff at all times.

Most cases of misconduct on the part of a student should be settled at once by the staff member in charge.

Teachers are to contact parents and provide documentation when a reoccurring discipline problem presents itself in their class.

Teachers are encouraged to use the special services of the school district agencies on a referral basis in finding ways to help the individual student.

Principal Responsibility

The principal will assist with disciplinary action as needed.

A record of all disruptive behavior will be kept on file in the principal's office.

Distribution of Conduct and Discipline Code

The superintendent will arrange to have the conduct and discipline code distributed once to each student in elementary, middle, junior high and high school and once to each new student in the district. Copies will be posted in each school.

The board will consult with administrators, teachers, parents, students and other members of the community in the development of the conduct and discipline code. In addition, any significant change in the code shall be distributed to each student and posted in each school.

DISCIPLINE OF STUDENTS WITH DISABILITIES – JK-2

Students with disabilities are neither immune from a school district's disciplinary process nor entitled to participate in programs when their behavior impairs the education of other students. Students with disabilities who engage in disruptive activities and/or actions dangerous to themselves or others will be disciplined in accordance with their IEP, any behavioral intervention plan, and this policy.

Nothing in this policy shall prohibit an IEP team from establishing consequences for disruptive or unacceptable behavior as a part of the student's IEP.

Suspension, Expulsions and Provisions of Services

Students with disabilities may be suspended for up to ten days in a given school year for violations of the student code of conduct. These 10 days need not be consecutive. During any such suspension, the student shall not receive educational services.

A disciplinary change of placement occurs when a student is removed for more than 10 consecutive school days or subjected to a series of removals that constitute a pattern of removal under governing law.

Upon the eleventh school day of suspension or removal when such suspension or removal does not result in a disciplinary change of placement, educational services shall be provided to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the student's IEP. School personnel, in consultation with at least one of the student's teachers, shall determine the educational services to be provided to the student during this period of suspension or removal.

When a student is expelled or subject to a removal that results in a disciplinary change of placement, educational services shall be provided as determined by the student's IEP team to enable the student to participate in the general education curriculum, although in another setting, and to progress toward meeting his or her IEP goals.

Prior to expulsion or other disciplinary change in placement, the student's parents shall be notified of the decision to take such disciplinary action and of their procedural safeguards. This notification shall occur not later than the date on which such decision is made.

Manifestation Determination

Within 10 school days from the date of the decision to take disciplinary action that will result in a disciplinary change of placement, relevant members of the student's IEP team, including the student's parents, shall review all relevant information in the student's file, including the student's IEP, any teacher observations, and any relevant information provided by the parents, to determine whether the student's behavior was a manifestation of the student's disability.

The team will determine (1) whether the student's conduct in question was caused by, or had a direct and substantial relationship to, the student's disability; and (2) whether the student's conduct in question was the direct result of the school's failure to implement the student's IEP. If the answer to either of these two questions is "yes," the student's behavior shall be deemed to be a manifestation of the student's disability.

Disciplinary Action for Behavior That is Not a Manifestation

Once the team determines that the behavior was not a manifestation of the disability, disciplinary procedures shall be applied to the student in the same manner as applied to non-disabled students. As stated above, the student shall receive educational services during the period of expulsion or other disciplinary change of placement.

Within a reasonable amount of time after determining that the student's behavior is not a manifestation of the student's disability, the student may receive, as appropriate, a functional behavioral assessment ("FBA"). In addition, a behavioral intervention plan ("BIP") may be developed for the student, as appropriate. If a BIP has already been developed, the BIP may be reviewed and modified, as appropriate.

Disciplinary Action and/or Alternative Placement for Behavior That is Manifestation

If the team determines that the student's behavior is a manifestation of the student's disability, expulsion proceedings or other disciplinary change of placement will be discontinued.

However, the student may be placed in an alternative setting for up to 45 school days as discussed below or the student's placement may be changed for educational reasons as determined by the IEP team or as otherwise permitted by law.

Within a reasonable amount of time after determining that the student's behavior is a manifestation of the student's disability, the student's IEP team shall: (1) conduct an FBA of the student, unless an FBA has already been conducted; and (2) implement a BIP for the student. If a BIP has already been developed, the IEP team shall review it and modify it as necessary to address the student's behavior.

Placement in an Alternative Setting for 45 School Days

School personnel may remove a student with disabilities to an interim alternative setting for not more than 45 school days without regard to the manifestation determination if:

1. the student carried a weapon to school or a school function;
2. the student possessed a weapon at school or a school function;
3. the student possessed or used illegal drugs at school or a school function;
4. the student sold or solicited the sale of a controlled substance at school or a school function;
5. the student inflicted serious bodily injury on another person while at school or a school function; or
6. a hearing officer or court of appropriate jurisdiction so orders.

Such removal to an alternative setting is permissible even if the student's behavior is determined to be a manifestation of the student's disability. The student's IEP team shall determine the educational services to be provided to the student in the alternative setting.

Students not Identified as Disabled

Students who have not been identified as disabled may be subjected to the same disciplinary measures applied to students with disabilities if the district had "knowledge" of the student's suspected disability before the behavior that precipitated the disciplinary action occurred.

The district has knowledge of the disability if:

1. The parent/guardian has expressed concern in writing to district supervisory or administrative personnel or the student's teacher that the student needs special education and related services.
2. The parent/guardian has requested an evaluation.
3. The student's teacher or other district personnel have expressed concern about the student's pattern of behavior or performance to the director of special education or other district personnel.

If a request for evaluation is made during the period the student is subject to disciplinary measures, the evaluation will be expedited. Until the evaluation is completed, the student shall remain in the district's determined educational placement, which can include suspension or expulsion.

The district shall not be deemed to have knowledge that the student is a child with a disability if the parent has not allowed an evaluation of the student, or the student has been evaluated and it was determined that he or she is not a child with a disability, or the student was determined eligible for special education and related services, but the parent refused services.

STUDENT DISCIPLINE – JK-R

Disciplinary Information

Open communication between principals and the professional staff is essential to accomplish the educational mission of the district. It is recognized that principals have access to information about individual students that may not be otherwise available to others because this information is not recorded as part of the student's education record. To assure that information that may be important to understanding the particular needs of individual students and any potential risk that a student might pose to the safety or welfare of others, is shared with the professional staff, state law requires that the principal take steps to communicate this information to teachers and counselors who have direct contact with the student.

In addition, to make sure that the information communicated is accurate, state law gives students and parent/guardians the right to challenge disciplinary information.

Whenever the principal or designee determines that disciplinary information as defined in Board policy must be communicated to a teacher or counselor, the following steps will be followed:

1. The principal will prepare a brief written statement that sets forth the information to be communicated to a teacher or counselor concerning an individual student. If disciplinary information regarding a disabled student is transmitted, the current IEP must also be included. The statement will indicate it is a confidential document. The source of the information will be noted, if applicable.
2. The principal will communicate the information in the statement to the teacher or counselor by providing a copy of the statement. Alternatively, the principal/designee may wait until the student/parent/guardian has had a chance to challenge the content of the statement before communicating the statement to any teachers or counselors. The teacher/counselor and principal/designee may discuss the information in the statement. The principal/designee will record the names of all individuals who are given a copy of the statement.
3. A copy of the written statement will be provided to the student and the student's parent or guardian. However, if a student is 18 years old or older, the student may inspect his own records and his written permission will be necessary in order for the parents or guardian to receive them.

Such student 18 years old or older will be known as an eligible student.
4. The principal/designee will take steps to see that the parent/guardian of a student under 18 years of age receives a copy of the statement, either by mailing a copy directly to them and/or alerting them to the fact that the statement has been sent to them, either by sending it home with their child or in the mail.
5. The written statement will indicate that the student and/or parent/guardian may challenge the accuracy of the disciplinary information on the basis that it is inaccurate, false or misleading unless the statement is solely a summary of an incident for which the student and parent/guardian have already been afforded a due process hearing prior to imposition of school discipline. In that case, the challenge procedures do not apply.

Challenges

The following procedures apply when an interested person challenges the statement of disciplinary information:

Step 1

A Step 1 review will be requested in writing within seven days after receipt by the parent/guardian of the written statement. If the interested persons fail to file an intent to challenge within seven days after receiving a copy of the statement, the statement will stand as written and there will be no further opportunity to challenge that particular statement. If the parent/student challenges any part of the statement, the principal should review the part of the statement being challenged and may, by mutual agreement with person making the challenge, destroy, delete or add the information in question.

Step 2

If the principal does not agree to change the written statement as requested during the Step 1 review, the parent/student may request an informal hearing with the superintendent within 10 days after the principal's decision not to change the written statement. This request must be in writing and will state the reasons for the request. The principal may file a written response to the parent's request for a Step 2 review to be considered by the superintendent. The superintendent will make a decision within 10 school days after receiving the request for Step 2 review. The superintendent may take whatever steps necessary to make a determination about the content of the statement, including discussing the matter with the parent/guardian and/or principal and making independent inquiries to determine the veracity of the statement.

The superintendent may decide that the statement should be revised in accordance with the student or parent/guardian position or may decide to uphold the principal's statement as accurate. The superintendent's decision is final.

Once an appeal has been held on the disciplinary information contained in a statement, that statement may be communicated to teachers/counselors during the school year without any further challenge. If the statement had been communicated before the conclusion of the challenge, and changes were made to the statement, the principal/designee will see that all those who received the original statement are provided a copy of the revised statement.

Any teacher or counselor who receives a statement containing disciplinary information will maintain the confidentiality of the information and will not communicate the information to any other person. A violation of this provision will result in appropriate disciplinary action.

Remedial Discipline Plans

The principal will develop a remedial discipline plan for every student who is suspended for the first time for a material and substantial disruption. (All references to duties performed by a principal may be delegated to other school officials as appropriate.) The plan will be reviewed and modified, if necessary, if a second suspension occurs.

The following provisions will apply to the remedial discipline plan.

1. The principal, at his discretion, may develop a plan for any student before a suspension.
2. To develop the plan, the principal will arrange for a meeting with the student, the student's parent/guardian and any members of the staff whom the principal believes should attend.
3. The purpose of the meeting will be to address the reasons for the student's disruptive behavior and cooperatively to establish goals, objectives and timelines to modify such behavior. A written plan will be prepared which addresses the child's disruptive behavior, his educational needs and what steps are necessary to keep the child in school. The plan will include incentives for good behavior and consequences if the student is disruptive in violation of the plan.
4. The plan may be written as a contract that the student and the parent/guardian will sign and date.
5. The parent/guardian will be provided a copy of the remedial discipline plan and it will be placed in the student's cumulative file.

Disruptive behavior by special education students or with students with Section 504 plans will be dealt with according to the student's

individual education plan (IEP) or Section 504 plan, respectively. It will be the responsibility of the principal and other appropriate district personnel to coordinate these procedures with a student's IEP or Section 504 plan.

Habitually Disruptive Students

A student will be declared "habitually disruptive" if he has been suspended three times during the school year for causing a material and substantial disruption in the classroom, on school grounds, on school vehicles or at school activities or events because of student behavior that was initiated, willful and overt.

1. The principal will inform the superintendent if a student is disruptive for the second time violating his remedial discipline plan.
2. The student and the parent/guardian will be notified in writing of each suspension that counts toward declaring the student habitually disruptive. The student and parent/guardian will also be notified in writing and by telephone or other oral communication, of the definition of habitually disruptive student.
3. District procedures for expulsion may be initiated when the student is suspended for the third time. The period of suspension will be extended, if necessary, to conduct an expulsion proceeding.

Expulsion Prevention

The principal is directed to work with the professional staff to identify students who are at risk of suspension or expulsion from school. Among those students who may be at risk are those who have been or are likely to be declared habitually truant or habitually disruptive.

Support services will be provided to students who are identified as at risk of suspension or expulsion to help them avoid expulsion. The parent/guardian will be included when determining an appropriate support service for the student. In some cases, a remedial discipline plan may be the means by which various intervention and prevention services are identified and made available to a student.

Support services to assist a student in avoiding an expulsion may also be available through local and state governmental agencies, community-based organizations and institutions of higher education.

DISCIPLINARY REMOVAL FROM CLASSROOM - JKBA

It is the policy of the Board of Education to maintain classrooms in which student behavior does not interfere with the ability of the teacher to teach effectively or the ability of other students to participate in classroom learning activities.

Students shall be expected to abide by the code of conduct adopted by the Board and any other appropriate classroom rules of behavior established by the building principal and/or classroom teacher for the purpose of maintaining order and a favorable academic atmosphere. Any student who violates the code of conduct or other classroom rules may be subject to removal from class and/or disciplinary action.

Student removal from class is a serious measure and should not be imposed in an arbitrary, casual or inconsistent manner. Behavioral expectations are always more constructive and more likely to be followed when they are communicated as clearly as possible to students. However, it is neither possible nor necessary to specify every type of improper or inappropriate behavior, or every circumstance that would justify removal from class under this policy. Teachers are expected to exercise their best professional judgment in deciding whether it is appropriate to remove a student from class in any particular circumstance. All instances of formal removal from class shall be documented.

A teacher is authorized to immediately remove a student from the teacher's classroom if the student's behavior:

1. violates the code of conduct adopted by the Board; or
2. is dangerous, unruly, or disruptive; or
3. seriously interferes with the ability of the teacher to teach the class or other students to learn.

A student with a disability may be removed from class and placed in an alternative educational setting only to the extent authorized by state and federal laws and regulations.

Removal from class under this policy does not prohibit the district from pursuing or implementing additional disciplinary measures, including but not limited to detentions, suspensions, or expulsions for the conduct or behavior for which the student was removed.

The superintendent is directed to establish procedures to implement this policy so that removals from a classroom occur in a consistent manner throughout the district. Parents/guardians shall be notified of the student's removal from class in accordance with established procedures.

SUSPENSION/EXPULSION OF STUDENTS – JKD/JKE

It is the policy of the Board of Education to provide due process of law to students, parents and school personnel through written procedures consistent with law for the suspension or expulsion of students and the denial of admission.

As an alternative to suspension, a student may remain in school with the consent of his teachers if his parent, guardian or legal custodian attends class with the student for a period of time specified by the suspending authority. If the parent, guardian or legal custodian does not agree or fails to attend class with the student, the student will be suspended according to the accompanying regulations.

This alternative to suspension shall not be used if expulsion proceedings have been or are about to be initiated or if the principal or designee determines that the student's presence in school even if accompanied by a parent/guardian, would be disruptive to the operations of the school or be detrimental to the learning environment.

Further, the Board of Education hereby directs the superintendent to periodically review current procedures and, if necessary, develop new procedures consistent with this policy for approval by the Board.

The superintendent will arrange to make this policy and the accompanying procedures, along with grounds for which they may be suspended or expelled, distributed once to each student in elementary, middle, junior high and high school and once to each new student in the district.

This policy and the accompanying procedures and grounds for suspension will be posted in each school of the district. In addition, any significant change in this policy and accompanying procedures will be distributed to each student and posted in each building.

Delegation of Authority

1. The Board of Education delegates to the principals of the school district or to a person designated in writing by the principal the power to suspend a student in his school for not more than five school days on the grounds stated in C.R.S. 22-33-106(1)(a), (1)(b), (1)(c) OR (1)(e) or not more than ten school days on the grounds stated in C.R.S.22-33-106(1)(d) unless expulsion is mandatory under law (see exhibit coded JKD/JKE-E) but the total period of suspension will not exceed 25 school days.
2. The Board of Education delegates to the superintendent of schools the authority to suspend a student, according to C.R.S. 22-33-105, for an additional ten school days plus up to and including an additional ten days necessary to present the matter to the Board.
3. Unless otherwise determined by the Board, the Board of Education delegates to the superintendent of schools or to a designee who shall serve as a hearing officer the authority to deny admission to or expel for any period not extending beyond one year any student whom the superintendent, in accordance with the limitations imposed by Title 22, Article 33, of the Colorado Revised Statutes, shall determine does not qualify for admission to or continued attendance at the public schools of the district. If the hearing is conducted by a designee serving as a hearing officer, the hearing officer shall prepare findings of fact and recommendations for the superintendent at the conclusion of the hearing. The superintendent shall render a written opinion in the expulsion matter within five days after the hearing whether the hearing is conducted by the hearing officer or the superintendent.

Expulsion for Unlawful Sexual Behavior or Crime of Violence

When a petition is filed in juvenile court or district court that alleges a student between the ages of 12 to 18 years has committed an offense that would constitute unlawful sexual behavior or a crime of violence if committed by an adult, basic identification information, as defined in state law, along with the details of the alleged delinquent act or offense, is required by law to be provided immediately to the school district in which the juvenile is enrolled.

The information shall be used by the Board of Education to determine whether the student has exhibited behavior that is detrimental to the safety, welfare, and morals of the other students or school personnel and whether educating the student in the school may disrupt the learning environment in the school, provide a negative example for other students, or create a dangerous and unsafe environment for students, teachers, and other school personnel. The Board shall take appropriate disciplinary action, which may include suspension or expulsion, in accordance with the student code of conduct and related policies.

The Board may determine to wait until the conclusion of court proceedings to consider expulsion, in which case it shall be the responsibility of the district to provide an alternative educational program for the student as specified in state law.

Annual Reports

The Board annually will report to the State Board of Education the number of students expelled from district schools for disciplinary reasons or for failure to submit certificates of immunization. Expelled students will not be included in calculating the dropout rate for the school district.

Information To Parents

Upon expelling a student, district personnel will provide information to the student's parent or guardian concerning the educational alternatives available to the student during the period of expulsion, including the right of the parent/guardian to request that the district provide services during the expulsion. If the parent/guardian chooses to provide a home-based education program for the student, district personnel shall assist the parent/guardian in obtaining appropriate curricula for the student if requested by the parent/guardian.

If a student is expelled for the remainder of the school year and is not receiving educational services through the district pursuant to policy JKF, the school district shall contact the expelled student's parent or guardian at least once every 60 days until the beginning of the next school year to determine whether the child is receiving educational services from some other source.

GROUNDNS FOR SUSPENSION/EXPULSION – JKD/JKE-E

According to Colorado Revised Statues 22-33-106(1)(a-e), 3(e), and 22-12-105(3), the following will be grounds for suspension or expulsion from a public school:

1. Continued willful disobedience or open and persistent defiance of proper authority.
2. Willful destruction or defacing of school property.
3. Behavior on or off school property which is detrimental to the welfare or safety of other students or of school personnel including behavior that creates a threat of physical harm to the student or other students.
4. Declaration as a habitually disruptive student for which expulsion will be mandatory.
 - a. For purposes of this paragraph, a habitually disruptive student means a student who has been suspended pursuant to paragraph (1),(2),(3), or (5) of this exhibit three times during the school year for causing a material and substantial disruption in the classroom, on school grounds, in school vehicles or at school activities or events because of behavior that was initiated, willful and overt on the part of the student. Any student who is enrolled in a public school may be subject to being declared a habitually disruptive student.

- b. The student and the parent/legal guardian shall have been notified in writing of each suspension counted toward declaring the student as habitually disruptive and the student and parent/legal guardian shall have been notified in writing and by telephone or other means at the home or the place of employment of the parent/legal guardian of the definition of a “habitually disruptive student” and the mandatory expulsion of such students.

5. Serious violations in a school building or in or on school property for which suspension or expulsion shall be mandatory.

Expulsion is mandatory for:

- a. the sale of a drug or controlled substance as defined in C.R.S. 12-22-303
- b. the commission of an act which if committed by an adult would be robbery pursuant to Part 3, Article 4, Title 18, C.R.S. or assault pursuant to Part 2, Article 3, Title 18, C.R.S. other than the commission of an act that would be third degree assault under C.R.S. 18-3-240 if committed by an adult.
- c. the carrying, bringing, using or possessing a dangerous weapon without the authorization of the school or school district, except that if a student discovers that he or she has carried, brought or is in possession of a dangerous weapon and the student notifies a teacher, administrator or other authorized person in the school district, and as soon as possible delivers the dangerous weapon to that person, expulsion shall not be mandatory.

As used in paragraph c, “dangerous weapon” means:

- 1) A firearm, whether loaded or unloaded, or a firearm facsimile that could reasonably be mistaken for an actual firearm.
- 2) Any pellet or BB gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air.
- 3) A fixed blade knife with a blade that measures longer than three inches in length or a spring loaded knife or a pocket knife with a blade longer than three and one-half inches.
- 4) Any object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury.

6. Repeated interference with a school’s ability to provide educational opportunities to other students.

7. Failure to comply with the provisions of Part 9, Article 4, Title 25, C.R.S. (immunization requirements). Any suspension, expulsion or denial of admission for such failure to comply shall not be recorded as a disciplinary action but may be recorded with the student’s immunization record with an appropriate explanation.

8. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.

According to C.R.S. 22-33-106(2), subject to the district’s responsibilities under the Exceptional Children’s Act (see *policy JK-2*), *Discipline of Students With Disabilities*), the following shall be grounds for expulsion from or denial of admission to a public school or diversion to an appropriate alternate program.

- 1. Physical or mental disability such that the child cannot reasonably benefit from the programs available.
- 2. Physical or mental disability or disease causing the attendance of the child suffering there from to be detrimental to the welfare of other students.

SUSPENSION/EXPULSION OF HANDICAPPED STUDENTS – JKD/JKE-2

Special Education students are neither immune from a school district’s disciplinary process nor entitled to participate in programs when their behavior impairs the education of other students.

A special education student may be temporarily suspended from school if exclusion is warranted because of the student’s disruptive activities and/or actions which present a physical danger to himself, other students, school personnel or school property.

A special education student whose behavior is determined to be a manifestation of his handicap may not be expelled but shall have his individual education plan (IEP) reviewed by the appropriate IEP team. The team shall review the IEP for appropriateness of services and the need for a more restrictive or alternate placement.

A special education student whose behavior creates a threat of physical harm to himself or other students may not be expelled if the actions creating the threat are a manifestation of his handicap. However the student shall be removed from the classroom to an appropriate alternative setting within the district for a length of time which is consistent with federal law. Within 10 days, the school in which the student is enrolled shall arrange for a re-examination of his IEP to amend the plan as necessary to insure that the needs of the student are addressed in a more appropriate manner or setting which is less disruptive to other students.

Legal counsel and the special education director shall be consulted prior to consideration of expulsion of a special education student for misbehavior that is not related to his handicapping condition.

STUDENT SUSPENSION/EXPULSION (Due Process) – JKD/JKE-R

A. Procedure For Suspension of Ten Days or Less

Through written policy the Board of Education has delegated to any school principal the power to suspend a student for not more than five or ten days, depending upon the type of infraction. The superintendent has been delegated the power to suspend a student for additional periods of time. However, the total period of suspension will not exceed 25 school days. As a general rule, a suspension will be ten days or less.

The following procedures will be followed in any suspension, unless the student is suspended pending an expulsion proceeding, in which case the expulsion procedures will apply.

When the term "parent/guardian" is used, it refers to the parent/guardian of students under 18 years of age; if the student is 18 years or older, it refers to the student. All references to parent/guardian are intended to also include legal custodian.

1. **Notice.** The principal, his/her designee or superintendent at the time of contemplated action will give the student and the parent/guardian notice of the contemplated action. Such notice may be oral or in writing. If oral, such notice will be given in person. If written, delivery may be by United States mail or by personal delivery. If mailed, delivery will be deemed to be completed when the notice is deposited in the United States mail addressed to the last known address of the student or his/her parent/guardian.
2. **Contents of Notice.** The notice will contain the following basic information:
 - a. A statement of the charges against the student.
 - b. A statement of what the student is accused of doing.
 - c. A statement of the basis of the allegation. Specific names may be withheld if necessary to shield a witness.

This information need not be set out formally but should sufficiently inform the student and parent/guardian of the basis for the contemplated action.

3. **Informal Hearing.** In an informal setting, the student will be given an opportunity to admit or deny the accusation and to give his/her version of the events. The administrator may allow the student to call witnesses or may personally call the accuser or other witnesses.

The administrator may hold a more extensive hearing in order to gather relevant information prior to making a decision on the contemplated action.

4. **Timing.** The notice and informal hearing should precede removal of the student from school. There need be no delay between the time notice is given and the time of the hearing.
5. **If The Student's Presence In School Presents A Danger.** Notice and an informal hearing need not be given prior to removal from school where a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process. In this case, an informal hearing will follow as soon after the student's removal as practicable.
6. **Notification Following Suspension.** If a student is suspended, the administrator delegated the authority to suspend will immediately notify the parent/guardian that the student has been suspended, the grounds for suspension and the period of such suspension. The notification will include the time and place for the parent/guardian to meet with the administrator to review the suspension.
7. **Removal from School Grounds.** A suspended student must leave the school building and the school grounds immediately after the parent/guardian and administrator have determined the best way to transfer custody of the student to the parent/guardian.
8. **Readmittance.** No student will be readmitted to school until the meeting with the parent/guardian has taken place or until, in the opinion of the administrator, the parent/guardian has substantially agreed to review the suspension with the administrator. However, if the administrator cannot contact the parent/guardian or if the parent/guardian repeatedly fails to appear for scheduled meetings, the administrator may readmit the student. The meeting will address whether there is a need to develop a remedial discipline plan for the student in an effort to prevent further disciplinary action.
9. **Make-up work.** Suspended students will be provided an opportunity to make up school work during the period of suspension, so the student is able to reintegrate into the educational program of the district following the period of suspension. Students will receive 70% credit of the earned grade for makeup work that is completed satisfactorily.

B. Procedure For Expulsion or Denial of Admission

If the Board of Education contemplates action denying admission to any student or prospective student or expelling any student, the following procedures will be followed.

1. **Notice.** Not less than three school days prior to the date of contemplated Board action, the Board of Education or an appropriate administrative officer of the district, will cause written notice of such proposed action to be delivered to the student and his/her parent/guardian.

Such delivery may be by United States mail or by personal delivery. If mailed, delivery will be deemed to be completed when the notice is deposited in the United States mail addressed to the last known address of the student or his/her parent/guardian.
2. **Emergency Notice.** In the event it is determined that an emergency exists necessitating a shorter period of notice, the period of notice may be shortened provided that the student or the student's parent/guardian have actual notice of the hearing prior to the time it is held.
3. **Contents of Notice.** The notice will contain the following basic information:
 - a. A statement of the basic reasons alleged for the contemplated denial of admission or expulsion.
 - b. A statement that a hearing on the question of expulsion or denial of admission will be held if requested by the student or his/her parent/guardian within three school days after the date of the notice.
 - c. A statement of the date, time and place of the hearing in the event one is requested.
 - d. A statement that the student may be present at the hearing and hear all information against him/her, that the student will have an opportunity to present such information as is relevant; and that he may be accompanied and represented by his/her parent/guardian and an attorney.

e. A statement that failure to participate in such hearing constitutes a waiver of further rights in the matter.

4. **Conduct of Hearing.** A hearing may be requested by the parent/guardian. Such hearing will be conducted by the superintendent.

The hearing may be conducted in open session or may be closed except to those individuals deemed advisable by the superintendent but including in all events the student, the parent/guardian and, if requested, an attorney. Such individuals as may have pertinent information will be admitted to a closed hearing to the extent necessary to provide such information.

Testimony and information may be presented under oath. However, technical rules of evidence will not be applicable, and the superintendent may consider and give appropriate weight to such information or evidence he or she deems appropriate. The student's written statement, if any, may be presented as evidence in accordance with applicable law. The student or representative may question individuals presenting information.

A sufficient record of the proceedings will be kept so as to enable a transcript to be prepared in the event either party so request. Preparation of the transcript will be at the expense of the party requesting the same.

The superintendent will prepare specific factual findings and issue a written decision within five days after the hearing.

5. **Appeal.** Within three days after the decision of the superintendent, the student may appeal the decision to the Board. Failure to request an appeal within three days will result in a waiver of the right to appeal and the superintendent's decision will become final.

If an appeal is properly requested, the Board will review the record concerning the expulsion. The record includes notices and other documents concerning the suspension and expulsion, the transcript of the testimony, if any, the hearing exhibits, the findings and recommendation of the superintendent, the superintendent's written decision, and other documents concerning the expulsion. The student may be represented by counsel at the appeal. Representatives of the district and the parents may make brief statements to the Board, but no new evidence may be presented unless such evidence was not reasonably discoverable at the time of the hearing. Members of the Board may ask questions for purposes of clarification of the record.

The Board will make final determination regarding the expulsion of the student and will inform the student and his/her parent/guardian of the right to judicial review.

6. **Parental Responsibility.** Upon expelling a student, district personnel will provide information to the student's parent/guardian concerning the educational alternatives available to the student during the period of expulsion, including the right to request that the district provide services during the expulsion. If the parent/guardian chooses to provide a home-based education program for the student, district personnel will assist the parent in obtaining appropriate curricula for the student if requested by the parent/guardian.

If a student is expelled for the remainder of the school year, the superintendent or designee will contact the expelled student's parent/guardian at least once every 60 days until the beginning of the next school year to determine whether the child is receiving educational services.

District personnel need not contact the parent/guardian after the student is enrolled in another school district or in an independent or parochial school, or if the student is committed to the Department of Human Services or sentenced to a juvenile or adult detention facility.

7. **Readmittance.** A student who has been expelled shall be prohibited from enrolling or reenrolling in the same school in which the victim of the offense or member of the victim's immediate family is enrolled or employed when:

- a. the expelled student was convicted of a crime, adjudicated a juvenile delinquent, received a deferred judgment or was placed in a diversion program as a result of committing the offense for which the student was expelled;
- b. there is an identifiable victim of the expelled student's offense; and
- c. the offense for which the student was expelled does not constitute a crime against property.

If the district has no actual knowledge of the name of the victim, the expelled student shall be prohibited from enrolling or re-enrolling only upon request of the victim or a member of the victim's immediate family.

No student will be readmitted to school until after a meeting between the principal or designee and the parent/guardian has taken place except that if the administrator cannot contact the parent/guardian or if the parent/guardian repeatedly fails to appear for scheduled meetings, the administrator may readmit the student.

C. Procedure For Expulsion For Crimes Of Violence or Unlawful Sexual Behavior

The following procedures will apply when the district receives notification that a student has been charged in juvenile or district court with a crime of violence or unlawful sexual behavior, as those terms are defined by state law.

1. The Board or its designee will make a preliminary determination whether it will proceed with an expulsion hearing, based on the following factors:

- a. Whether the student has exhibited behavior that is detrimental to the safety, welfare and morals of other students or school personnel.
- b. Whether educating the student in school may disrupt the learning environment, provide a negative example for other students or create a dangerous and unsafe environment for students, teachers and other school personnel.

The determination may be made in executive session to the extent allowed by state law.

2. If it is determined that the student should not be educated in the schools of the district, the district may suspend or expel the student, in accordance with the procedures set forth above.

3. Alternatively, suspension or expulsion proceedings may be postponed, pending the outcome of the court proceedings. If the suspension or expulsion proceedings are postponed, the student will not be permitted to return to school during that period. An appropriate alternative educational program or home-based education program will be established for the student during the period pending the resolution of the juvenile proceedings. The time that a student spends in an alternative education program will not be considered a period of suspension or expulsion.
4. If the student pleads guilty to the charge, is found guilty or is adjudicated a delinquent juvenile, the Board or its designee may proceed to suspend or expel the student following the procedures set forth in these regulations.
5. Information regarding the details of the alleged crime of violence or unlawful sexual behavior will be used by the Board or its designee for the purposes set forth in this policy, but shall remain confidential unless the information is otherwise available to the public by law.

IMMUNIZATION OF STUDENTS - JLCB

No student will be permitted to attend or continue to attend any school in the RE-1 Valley School District without meeting the legal requirements of immunization against disease unless the student has a valid exemption for health, religious, personal or other reasons as provided by law.

Students who do not submit an up to date certificate of immunization or present a valid exemption or a written authorization signed by one parent or guardian requesting local health officials to administer the immunizations will be suspended and/or expelled from school until such certificate of exemption is received according to regulation JLCB-R.

The administration will set appropriate regulations to comply with the law.

IMMUNIZATION OF STUDENTS – JLCB-R

1. No student may attend school in the district unless the student has presented to the school an up to date certificate of immunization or a completed exemption form. (Note: Please refer to current health department schedules or immunization requirements.) A student shall be exempted only upon submission of:
 - a. Certification from a licensed physician that the physical condition of the child is such that immunization would endanger the child's life or health
 - b. Statement signed by one parent/guardian or the emancipated child that he or she adheres to a religious belief whose teachings are opposed to immunizations.
 - c. Statement signed by one parent/guardian or the emancipated child that he or she holds a personal belief that is opposed to immunizations.

In the event of an outbreak of disease against which immunization is required, no exemption will be recognized and those students will be excluded from school.

2. The district will provide upon request, an immunization form as required by the Health Department. The school nurse is responsible for seeing that required information is included on the form.
3. If there is a failure to comply with the immunization requirements, the school nurse will personally notify the parent/guardian or emancipated student. Such notification will be accomplished either by telephone or in person. If this is not possible, contact will be by mail. Emancipated students must be contacted directly rather than through their parents/guardians.

The parent/guardian or emancipated student will be notified of the following:

- a. That up to date immunizations are required under Colorado law
 - b. That within fourteen (14) days of notification, the parent/guardian must submit either an authorization for administration of the immunization by health officials or a valid exemption or documentation to the school showing that the next required immunization has been given and a written plan for completion of all required immunizations.
 - c. That if the required documentation is not submitted within fourteen (14) days of notification or if the student begins but does not continue or complete the written plan, the student will be suspended or expelled.
4. A student who fails to comply will be suspended by the principal for up to five days and notice of the suspension sent to the Health Department.
 5. If no certificate of immunization is received during the period of suspension, the superintendent will institute proceedings for expulsion.
 6. Any suspension or expulsion under this policy will terminate automatically upon compliance.
 7. Record of any such suspension or expulsion will be contained in the student's health file, with an appropriate explanation-not in the student's disciplinary file.

Any student expelled for failure to comply with the immunization requirements will not be included in calculating the dropout rate, but will be included in the annual report to the State Board of Education.

Students in out-of-home placements

The following procedures shall apply to students in out-of-home placements, as that term is defined by C.R.S. 22-32-138(1)(e).

Unless the district or school is otherwise authorized to deny enrollment to a student in out-of-home placement, the district or school shall enroll the student regardless of whether the district or school has received the student's immunization records. Upon enrolling the student, the school shall notify the student's legal guardian that unless the school received the student's certificate of immunization or a written authorization for administration of immunizations within fourteen (14) days after the student enrolls, the school shall suspend the student until such time as the school receives the certificate of immunization or authorization.

STUDENT FEES, FINES AND CHARGES - JQ

Students shall not be charged an instructional fee as a condition of enrollment in school or as a condition of attendance in any class that is considered part of the academic portion of the district's educational program except tuition when allowed by law. However, the district may require students to pay textbook fees, fees for expendable materials and other miscellaneous fees as more fully set forth in this policy.

All student fees and charges shall be adopted by the Board of Education. The fee shall remain in place until modified or removed by Board resolution. All student fees adopted by the Board shall be used for the purposes set forth in the motion and shall not be spent for any other purposes.

When publicizing any information concerning any fee authorized to be collected by this policy, the school shall specify whether the fee is voluntary or mandatory and the specific activity from which the student will be excluded if the fee is not paid.

Textbooks

It is expected that students shall return textbooks to the school in good condition except for ordinary wear. Students shall be assessed fines for lost, damaged or defaced books (including those checked out from the library), materials or equipment. The fines will be for the amount of the loss. In computing a fine, 20 percent of the original cost of a book will be deducted for each year it has been used.

If the school district has made a reasonable effort to obtain payment for lost or damaged textbooks to no avail, the district may then withhold the diploma, transcript or grades of any student who fails to return or replace such textbooks at the end of the semester or school year. If a student is graduating, the district may deny the privilege of participation in the graduation ceremony if the student has failed to return or replace a textbook by the date of the ceremony. Alternative payment methods, such as installment plans or school service, shall apply to students who are unable to pay.

Indigent students as determined in accordance with district guidelines shall not be required to pay a fine for lost or damaged books. A student shall not be refused use of textbooks based on failure to pay the required fee.

Fees for Expendable Supplies and Materials

Teachers shall determine a basic course for each class which can be completed with materials furnished by the school. However, students may be charged a fee for expendable supplies and materials used in the course. Fees for expendable supplies and materials shall relate directly to the actual cost of providing these materials to the student. These fees shall be waived for indigent students. Students shall be required to pay for materials that go into projects that are above the basic requirements for the course and are to be retained by the student.

Miscellaneous Fees

Students may be asked to pay miscellaneous fees on a voluntary basis as a condition of participating in or attending a school-sponsored activity or program not within the academic portion of the educational program.

Waiver of Fees

All fees, fines and charges may be waived for indigent students. For purposes of determining if a student is able to pay, an indigent student is defined as any child who is eligible for a free or reduced price lunch under the federal poverty income guidelines.

Fee Schedule

The district shall prepare and make available upon request, a complete list of student fees, describing how the amount of each fee was derived and the purpose of each fee.

Parents shall be informed on the fee schedule or otherwise regarding how to apply for a waiver of fees, whether fees are voluntary or mandatory and the specific activity from which the student will be excluded if the fee is not paid. Students qualifying for a fee waiver will receive it without unnecessary embarrassment or public exposure of their need.

STUDENT RECORDS/RELEASE OF INFORMATION ON STUDENTS - JRA/JRC-E (Notification to Parents and Student of Rights Concerning Student Records)

The Family Educational Rights and Privacy Act (FERPA) and Colorado law afford parents/guardians (parents) and students over 18 years of age (eligible students) certain rights with respect to the students' education records, as follows:

1. The right to inspect and review the student's education records within 3 days of the district receiving a request for access.

A parent or eligible student making such a request must submit to the school principal [or appropriate school official] a written request that identifies the records(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or otherwise violates the privacy rights of the student.

A parent or eligible student may ask the district to amend a record they believe is inaccurate, misleading or otherwise violates the privacy rights of the student by writing to the school principal [or appropriate school official] clearly identifying the part of the record they want changed and specifying why it is inaccurate, misleading or otherwise violates the privacy rights of the student.

If the principal decides not to amend the record as requested, the principal will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosure of personally identifiable information contained in the students' education records, except to the extent that FERPA and state law authorize disclosure without consent.

Whenever the district is required by law or policy to seek written consent prior to disclosing personally identifiable information regarding a student, the notice provided to the parent/guardian or eligible student shall contain the following:

- the specific records to be released;
- the specific reasons for such release;
- the specific identity of any person, agency or organization requesting such information and the intended uses of the information;
- the method or manner by which the records will be released; and
- the right to review or receive a copy of the records to be released.

Parental consent shall only be valid for the specific instance for which it was given. Consent for a student to participate in any course, school activity, special education program or in any other school program shall not constitute the specific written consent required.

All signed consent forms shall be retained by the school district.

a. A school official within the district, who has a legitimate educational interest in the education record or the personally identifiable information contained therein. A school official is a person employed by the district as an administrator, supervisor, teacher, or support staff member; a person serving on the Board of Education; a person or company with whom the district has contracted to perform specialized tasks (such as an attorney, auditor, consultant or health care provider); or a parent or student serving on an official committee, or assisting another school official in performing his or her tasks.

A school official has legitimate educational interest if disclosure to the official is:

- (1) Necessary for that official to perform appropriate tasks that are specified in his or her position description or by a contract agreement;
- (2) Used within the context of official district business and not for purposes extraneous to the officials areas of responsibility;
- (3) Relevant to the accomplishment of some task or to a determination about the student; and
- (4) Consistent with the purposes for which the data are maintained.

b. Officials of another school, school system or postsecondary institution that has requested the records and in which the student seeks or intends to enroll.

In this case, disciplinary information may be included. The district will provide a copy of the record to the eligible student or student's parents if so requested.

c. In connection with a student's application for or receipt of financial aid.

d. A criminal justice agency investigating a criminal matter concerning a student enrolled or who will enroll in the school district when necessary to effectively serve the student prior to trial. Such information shall only include disciplinary and attendance information and shall only be shared upon certification by the criminal justice agency that the information will not be disclosed to any other party, except as specifically authorized or required by law, without the prior written consent of the student's parent.

e. Educational testing and research organizations for the purpose of administering student aid programs or improving instruction or predictive tests as long as confidentiality is maintained and such organizations are required to destroy records after they no longer are needed.

f. Accrediting institutions to carry out their accrediting functions.

g. Parents of students over 18 years of age that is dependent for federal income tax purposes.

h. In emergency situations to appropriate persons if the information is necessary to protect the health or safety of the student or others.

i. Anyone if required by a court order or subpoena. The district will make reasonable efforts to notify the parent or eligible student prior to complying with the subpoena or court order. The district will not provide such notice if the subpoena is issued by a federal grand jury or any other law enforcement purpose where the court has ordered non-disclosure of the existence or contents of the subpoena or information furnished.

j. A court presiding over a legal action initiated by the school district where the education records are relevant, or initiated by a parent or eligible student where the records are relevant for the school districts defense.

The school district may disclose group scholastic achievement data from which the individual cannot be identified without written consent of the parent or eligible student.

The school district may disclose group scholastic achievement data from which the individual cannot be identified without written consent of the parent or eligible student.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-4605.

5. The right to refuse to permit the designation of any or all of the categories of directory information.

The district is permitted by law to disclose directory information without written consent of the parent or eligible student. Directory information means information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. The parent or eligible student has the right to refuse to permit the designation of any or all of the categories of directory information if such refusal is received in writing in the office of the principal of the school where the student is in attendance no later than September 7 or the following Monday if September 7 is a Saturday or Sunday.

Directory information which may be released includes but is not limited to the student's name, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, grade level, enrollment status, degrees, honors and awards received, the most recent and previous education agency or institution attended by the student, and other similar information. Student telephone numbers and addresses shall not be disclosed pursuant to this section.

6. The right to request that information not be provided to military recruiting officers. Names and addresses and home telephone numbers of secondary school students will be released to military recruiting officers within 90 days of the request unless a student submits a written request that such information not be released.

This notice must be distributed to parents and eligible students annually.

STUDENT USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS - JS

The district believes the Internet should be used in schools as a learning resource to educate and to inform students. Accordingly, the district provides access to the Internet for its students as a means to offer a wide variety of educational resources. While many opportunities offered by the Internet are exciting and appropriate, others are unsuitable for school use. Consequently, use of the computer and Internet is for educational purposes only while attending school.

The Internet is a fluid environment in which information available to students is constantly changing. The district acknowledges that it is impossible to predict with certainty what information students might locate. The electronic information available to students does not imply endorsement by the district of the content, nor does the district make any guarantee as to the accuracy of information received on the Internet.

The district will make every reasonable effort to ensure that this educational resource is used appropriately and responsibly by students. To this end the district will provide content filtering applications that control student access to inappropriate material on the Internet. Administrators, teachers, and staff have a professional responsibility to work together to help students develop the intellectual skills needed to evaluate and choose information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet their educational goals.

Use of this educational resource demands personal responsibility and an understanding of the district's acceptable use procedures for the Internet. Student use of the Internet is a privilege, not a right, and therefore entails responsibility. General rules for behavior and communications apply when using the Internet. Failure to follow the district's acceptable use procedures and/or this policy will result in the loss of the privilege to use this educational tool and restitution for costs associated with damages, and may result in school disciplinary action (including suspension or expulsion) and/or legal action.

The district's network administrators may review student files and communications to maintain system integrity and to ensure those users are using the system appropriately and responsibly. Students shall have no expectation of privacy in any information stored on the district's servers, or in their use of school computers.

Students and their parents/legal guardians shall be required to complete and sign the district's "Acceptable Use Agreement" (JS-E) prior to students being permitted to access the Internet at school. The completed and signed Agreements shall be kept on file with the school.

Prohibited Uses and Sanctions

The following are not permitted while using school computers, portable media devices or cell phones at school:

1. Searching, viewing, editing or retrieving materials that are not related to educational purposes (therefore, searching or viewing sexually explicit, profane, violence promoting or illegal materials is not permitted).
2. Accessing, viewing, or altering any official record or file of the school or district.
3. Sending or displaying offensive messages or pictures.
4. Using obscene language.
5. Harassing, insulting or attacking others.
6. Damaging computers, computer systems, or computer networks.
7. Violating copyright laws.
8. Using the passwords of other users.
9. Trespassing in the folders, work or files of other users.
10. Intentionally wasting computer system resources.
11. Using the network for commercial purposes.
12. Sharing of student or district staff home addresses, phone numbers, or other private information.
13. Any activity that violates a school policy, district policy, or local state or federal law.

Sanctions for violations of any of the above prohibitions may include loss of Internet access, restitution for costs associated with damages, school disciplinary action (including suspension or expulsion), and legal action.

School Web Sites

The primary purpose of a school's web site is to communicate effectively with its community. The principal or principal's designee shall determine the content of the site consistent with this policy and ensure that the site is maintained in such a way that the community receives reasonably current and accurate information. Although the maintenance function may be undertaken in part by community members and/or students participating in a club or class, the principal or principal's designee shall retain full control over the content of the school's website. A school may elect to have its web site serve additional purposes related to its educational mission. These include, but are not limited to:

- Student newspaper online publication
- Yearbook
- Student literary magazines
- Teacher created class information
- Publication of appropriate student class work

When a school allows such publications on its web site, these sections of the site shall be identified in purpose. The contents of these sections shall be regulated by the school's web policy, district policies, and state and federal laws.

Safe Internet Use

The school shall designate a web site administrator, a staff member who shall be responsible for ensuring that the school's web site is properly maintained in accordance with school policy, district policy, and state and federal law.

Passwords and user ID's required to maintain the site shall be carefully guarded to ensure that only authorized personnel have the opportunity to make changes in the web site.

A school's site may be maintained on the district's Internet server, its own server within the district system. Student information may only be stored on district servers or authorized non-district servers. If a school has its own web server a representative of the district's Internet services department must have access to that server for the purposes of emergency control.

General Content Limitations on School Web Sites

All material, textual and graphic, on a school web site shall be either original to the school, in the public domain, or posted with the express permission of its rightful owner.

A school site shall not contain links to student web sites on remote servers unless they are part of a class exercise under teacher supervision.

Teachers may maintain instructional sites on the school's web site. They may also maintain and link to instructional sites on remote servers, especially servers designed for educational use, provided that the linked sites conform to all parts of this policy. School web sites shall not link to teacher personal sites. (See definitions: Personal Site/Instructional Site.)

School web pages shall link only to sites that have a purpose directly related to the educational mission of the school. They shall not link to sites that are considered unsuitable under any other provision of school or district policy. Because of the fluid and interrelated nature of the World Wide Web, anyone following a path of links can reach virtually any of the sites available on the web. The school and district shall not be responsible for material found on remote sites reached by following links after the primary link provided from the school's site. The school and district shall not be responsible for the content of remote sites that alter their sites after the link is provided.

Protection of Private Information on School Web Sites

Because Internet publications are available to the entire world, special care should be taken to protect the privacy of students and staff. No personal information about students and staff, such as home addresses and telephone numbers, shall be included on a school web site. Identified pictures of staff members shall be included only with their express permission. Pictures of students and other directory information as defined by District policy JRA/JRC and regulation JRA/JRC-R, Student Records/Release of Information on Students, may be included unless the parent or eligible student has refused in writing to permit such information to be designated as directory information as permitted by policy JRA/JRC.

Student Generated Content Limitations on School Web Sites

A school's web policy may allow for the inclusion of sections devoted to online publication of student newspapers, yearbooks, and/or literary magazines, provided that:

1. Those sections are clearly identified as such in the site's directory and in those sections themselves.
2. All materials published in these sections meet the requirements of school and district policies and state and federal laws.
3. The publication is supervised by an advisor assigned to the task by the principal or principal's designee.
4. Students who author published work must sign a district approved copyright consent form. The site must include a statement prohibiting unauthorized use of student material.
5. All materials published must conform to district and school policies.

A school may use an intranet server or outside servers to publish student work completed as part of a class assignment for the educational purposes identified in the class. Such publications shall be clearly identified as such. Content shall be under the control of the staff members who are assigning and grading the work. The school and district shall not be responsible for work created by a student that fails to conform to assignment restrictions.

Student Initiated Organizations on School Web Sites

Student organizations that are curriculum related and recognized in accordance with district policy JJA, Student Organizations, may have sites on the school web site. The content of such sites shall be supervised by the student organization's approved sponsor. Non-curricular student organizations that are not approved and do not have faculty sponsors may not have a site on the school web site.

Instant Messaging and Discussion Groups

The school may use discussion groups, web boards, and other asynchronous communication systems as long as such use is consistent with this policy and the district's Acceptable Use Agreement (JS-E) and provided that a staff member is assigned to a moderator role to ensure that inappropriate material is removed in a timely fashion. The school and district are not responsible for inappropriate content posted by participants acting outside of the identified educational purposes. Asynchronous communication systems shall be disabled during time periods when no moderator will be available.

The use of synchronous communication systems with student participation shall be restricted to a controlled environment that includes staff supervision and does not allow anonymous participation. It is acceptable for participants to use pseudonyms, as long as the staff supervisor shall know the true identity of each student using a pseudonym.

Changes in Technology

Technology changes rapidly, and this policy shall need to be adjusted in the future as a result of these changes.

When changes occur before this policy can be adjusted, the superintendent or chief information officer shall make decisions at the district level and the principal or principal's designee shall make decisions at the building level consistent with the philosophy set forth herein.

Definitions

Asynchronous Communications - Asynchronous communication occurs when a message is sent to a location where readers may view it at some later time and respond. These media include such communications as Usenet groups and web boards.

Synchronous Communications - Synchronous communication occurs when participants send and receive messages at the same time, as in a live conversation. These media include any of a variety of programs commonly referred to as "chat" programs.

Web Site Administrator - A staff member identified by the principal who shall be responsible for ensuring that the school's web site is properly maintained in accordance with school policy, district policy, and state and federal law.

Instructional Site - An educational web site maintained exclusively to assist in instruction.

Personal Site - A site that contains content related to a person's personal life, personal business ventures, or other non-instructional matters.

Chat - A communication exchange in which all participants are involved simultaneously and messages are transmitted to a common site instantly. (Synchronous communication)

News Group/Discussion Group/Web Board - A communication exchange in which messages are posted at a common site, but participants are not necessarily involved simultaneously. (Asynchronous communication)

Moderator - A staff member who reviews discussion groups regularly and who deletes unsuitable messages.

Chat Supervisor - A staff member who observes a scheduled chat event and intervenes as necessary.

Pseudonym - A false name used during chat sessions.

STUDENT NETWORK AND INTERNET USE/ACCEPTABLE USE POLICY AUTHORIZATION FORM - JS-E

Grade K- 2

School Year _____

Students must complete and sign this section.

Student Name (Print) _____

Current Grade _____ Building _____

Home Address _____

City _____ State _____ Zip _____ Telephone Number _____

Use of school district computers and internet access is a privilege, not a right. I agree to the following rules when using the school computer. I will not:

1. visit or encourage others to visit any sites that are for adults or make my classmates or me feel uncomfortable;
2. put anything on the computer or download anything that could possibly hurt the school's computers or other people's computers;
3. send messages that are mean or threatening, or send material that is not appropriate;
4. do anything that hurts other people or is against the law;

5. destroy, change, break or disable the school's or someone else's property (this includes changes to settings not approved by the Instructional Technology Department);
6. get into any information or files that belong to someone else without permission;
7. copy another person's pictures, information or programs without permission;
8. give any personal information (including such things as addresses, names, phone numbers, or e-mail addresses) pictures or passwords that could put my family, my classmates, my school, or myself in danger when using the computer or Internet;
9. fill out any forms or give out money or credit card information.
10. I will use and protect my password when accessing the computer at school.

I understand that if I do not follow these rules when using the school computer, I may have the privilege of using the computers taken away. I will report to my teacher any contacts or materials that make me feel uncomfortable.

Student Signature _____ Date ____/____/____

A parent or guardian must also read this Acceptable Use Policy Form and sign this agreement.
As the parent/guardian of this student, I have read the Acceptable Use Policy for computer and Internet access.

I understand that this access is designed for educational purposes only. However, I also recognize it is impossible for RE-1 Valley School District to restrict access to all controversial materials and I agree that the district is not responsible for materials acquired by my child on the network. Further, I accept full responsibility to discuss appropriate internet use with my child. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent Signature _____ Date ____/____/____

STUDENT NETWORK AND INTERNET USE/ACCEPTABLE USE POLICY AUTHORIZATION FORM - JS-E

Grade 3-12

In order to provide for the appropriate use of the Internet in accordance with district policy RE-1 Valley School District, Student Use of the Internet and other applicable district policies, the following "Acceptable Use Agreement" has been developed. (A copy of this agreement will be distributed to students and must be completed and signed by the student and/the student's parent/legal guardian before a student is issued an Internet account.)

Acceptable Use Agreement for Students

All computers having Internet access must be used in a responsible, efficient, ethical and legal manner. Failure to adhere to this Agreement will result in revocation of access privileges; restitution for costs associated with damages, and may result in disciplinary action as indicated in paragraph #1 below, and/or legal action.

1. From the Student Conduct Code: Grounds for Suspension or Expulsion. Misuses of district computers and technology, including but not limited to the unauthorized reproduction of school or legal documents, copyright violations, attempts to harm or destroy data of another user, improper use of the Internet or electronic mail, vandalism, solicitation, uploading, downloading or creation of computer viruses, and tampering with operating systems or data.
2. Acceptable use: The use of the Internet must be consistent with the educational objectives of the Jefferson County School District. Thus, use of school computers to access the Internet is only authorized for school-related academic purposes. Use which involves violation of governing law, and/or district policy or regulations, will result in appropriate actions by the school administration. Such prohibited use includes, but is not limited to:
 - a. Searching, viewing, editing or retrieving materials that are not related to educational purposes (therefore, searching or viewing sexually explicit, profane, violence promoting or illegal materials is not permitted).
 - b. Accessing, viewing, or altering any official record or file of the school or district.
 - c. Sending or displaying offensive messages or pictures.
 - d. Using obscene language.
 - e. Harassing, insulting or attacking others.
 - f. Damaging computers, computer systems, or computer networks.
 - g. Violating copyright laws.
 - h. Using the passwords of other users.
 - i. Trespassing in the folders, work or files of other users.
 - j. Intentionally wasting computer system resources.
 - k. Using the network for commercial purposes.
 - l. Sharing of student or district staff home addresses, phone numbers, or other private information.
 - m. Any activity that violates a school policy, district policy, or local, state or federal law.
3. Privilege: The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges, restitution for costs associated with damages, and may result in school disciplinary action (including suspension or expulsion) and/or legal action. The system administrator(s) will deem what is inappropriate use and that decision is final. The system administrator(s) may close an account at any time, as required. The administration, faculty and staff may request the system administrator to deny, revoke or suspend specific user accounts.
4. Right to inspect/monitor: The district's network administrators may review student files and communications to maintain system integrity and to ensure that users are using the system appropriately and responsibly. Students shall have no expectation of privacy in any information stored on the district's servers, or in their use of school computers.

I have read and understand this Acceptable Use Agreement and agree to abide by its terms. I further understand that violation of this Acceptable Use Agreement may result in my loss of Internet access and/or computer use privileges, and school discipline (including suspension or expulsion) being taken against me, legal action being taken against me, and/or restitution by me for costs associated with any damages caused by such violations.

Student's Name (PLEASE PRINT): _____

Student's Signature: _____ Today's Date: _____

Parent or Guardian must also read this Acceptable Use Policy Form and sign this agreement.

As the parent or legal guardian of the above student I have read the Acceptable Use Policy for computer and Internet access. I understand that this access is designed for educational purposes only. However, I also recognize it is impossible for RE-1 Valley School District to restrict access to all controversial materials, and I agree that the district is not responsible for materials acquired by my child on the network. I give my consent to his/her use of school computers to access the Internet for school-related academic purposes while at school under the terms and conditions set forth above. I understand that all students regardless of age must have this contract signed by a parent/guardian in order to access the Internet at school.

Parent/Guardian Name (PLEASE PRINT): _____

Parent/Guardian Signature: _____ Today's Date: _____

NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS - KBB

The Family Educational Rights and Privacy Act (FERPA) afford parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.

Parents/guardians or eligible students should submit to the school principal or appropriate school official, a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent/guardian or eligible student of the time and place where the record(s) may be inspected.
2. The right to request the amendment of the student's education records that the parent/guardian or eligible student believes is/are inaccurate.

Parents/guardians or eligible students may ask the school to amend a record that they believe is inaccurate. They should write the school principal or appropriate school official, clearly identify the part of the record they want changed, and specify why it is inaccurate.

If the school decides not to amend the record as requested by the parent/guardian or eligible student, the School will notify the parent/guardian or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests.

A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his/her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the *School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

PPRA NOTICE AND CONSENT/OPT-OUT FOR SPECIAL ACTIVITIES - KBB-R

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. 1232h, requires the school district to notify a parent/guardian and obtain consent or allow the parent/guardian to opt their child out of participation in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information surveys")

1. Political affiliation or beliefs of the student or student's parent/guardian;
2. Mental or psychological problems of the student or student's family;

3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”), and certain physical exams and screenings.

If a parent/guardian wishes to review any survey instrument materials used in connection with any protected information or marketing survey, a request must be submitted to the school principal or appropriate school official. The school official will then notify the parent/guardian of the time and place where they may review these materials. The parent/guardian has the right to review a survey and/or instructional materials before the survey is administered to the student.

PUBLIC CONCERNS AND COMPLAINTS ABOUT ATHLETIC/ACTIVITY PROGRAMS AND COACHES/SPONSORS - KEBA

Constructive criticism motivated by a sincere desire to improve the quality of athletic/activity programs or to address a concern or complaint with a coach or sponsor will be dealt with in a fair and consistent manner.

The Board of Education believes that complaints and concerns are best handled and resolved as close to their origin as possible at appropriate meeting sites with a third party present, if desired. The proper channeling of complaints and concerns will be as follows:

1. The coach or sponsor
2. The athletic director or activity director
3. The principal
4. The Superintendent of Schools
5. The Board of Education

If a complaint or concern is made directly to the Board of Education or Superintendent’s office, the procedures outlined below will be followed:

1. The person making the complaint will be referred to the principal and athletic/activity director who will then contact the coach/sponsor in regard to the complaint, to set up a meeting with all parties, if necessary.

If the person will not personally present his or her complaint to the principal, athletic/activity director and coach/sponsor, the person will be asked to submit a written and signed complaint. The complaint will then be referred to the principal and athletic/activity director for investigation with the coach/sponsor.

2. If at any time the person making the complaint feels that he or she has not been given a satisfactory reply from a coach or sponsor, the athletic/activity director, or principal, he or she should be advised to consult with the Superintendent of Schools and, if still not satisfied, to request that the complaint be heard by the Board of Education.

The person handling the complaint will maintain confidential documentation of any allegations and investigations and action(s) taken to remedy the concerns or complaints. After investigating the complaint or concern and any remedial measures have been taken, the person who handled the complaint or concern will continue to monitor the situation to assure compliance with this policy.

Filing of a complaint or concern will not reflect upon any individual student’s status or involvement in an activity or affect future playing time or position on a team. If the complainant feels that he or she has been penalized or the student has been disadvantaged in any way by the conduct of a coach or sponsor, or has been retaliated against for filing a complaint or concern, this information should be reported to the athletic/activity director, principal, or Superintendent for investigation.

A copy of this policy will be distributed to all students and be included in each faculty member’s handbook and each coach’s handbook.

If any of the following policies are changed the booklet provided to all students must be changed and redistributed.

EBCE	- School Closings and Cancellations
EEAEF	- Video Cameras on Transportation Vehicles
EEAEF-E	- Notice to Students and Parents/Guardians Regarding the Use of Video Recorders on School Buses
GBGB	- Staff Personal Security and Safety
JBB	- Sexual Harassment (Students)
JBB-R	- Sexual Harassment (Student Grievance Procedure)
JH	- Student Absences and Excuses
JHB	- Truancy
JHD	- Exclusions and Exemptions From School Attendance
JIC	- Student Conduct
JICA	- Student Dress Code
JICA-R	- Student Dress Code
JICB	- Care of School Property By Students
JICC	- Student Conduct on School Buses
JICC-R	- Student Conduct on School Buses (Bus Rules)
JICDA	- Code of Conduct
JICDE	- Bullying Prevention and Education
JICEC	- Student Distribution of NonCurricular Materials
JICED	- Student Expression Rights
JICG	- Use of Tobacco By Students
JICH	- Drug and Alcohol Use By Students
JICH-R	- Drug and Alcohol Use By Students
JICI	- Weapons In School
JICJ	- Student use of Electronic Communication Devices
JIH	- Student Interrogations, Searches and Arrests
JIHA	- Student Lockers
JIHB	- Parking Lot Searches
JII	- Student Concerns, Complaints and Grievances
JK	- Student Discipline
JK-2	- Discipline of Students With Disabilities
JK-R	- Student Discipline
JKBA	- Disciplinary Removal From Classroom
JKD/JKE	- Suspension/Expulsion of Students
JKD/JKE-E	- Grounds For Suspension/Expulsion
JKD/JKE-2	- Suspension/Expulsion of Handicapped Students
JKD/JKE-R	- Student Suspension/Expulsion (Due Process)
JLCB	- Immunization of Students
JLCB-R	- Immunization of Students
JQ	- Student Fees, Fines and Charges
JRA/JRC-E	- Student Records/Release of Information On Students
JS	- Student Use of the Internet and Electronic Communications
JS-E	- Student Use of the Internet and Electronic Communications Form
KBB	- Notification of Rights Under FERPA for Elementary and Secondary Students
KBB-R	- PPRA Notice and Consent/Opt-Out for Special Activities
KEBA	- Public Concerns and Complaints About Athletic/Activity Programs and Coaches/Sponsors