

# **DISCIPLINE POLICY**

**2024-2025**



**Missouri City School District #56  
P.O. Box 259  
Missouri City, Missouri 64072  
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**Adopted - May 13, 1989  
Reviewed - every year  
Last Revision - 3/2016**

## INTRODUCTION

### ***The District's Discipline Policy is on file in the office during school hours.***

The major objective relative to discipline is teaching students to make choices that will help them. Students are expected to:

- (1) Treat all people at school with respect;
- (2) Respect the property of others;
- (3) Demonstrate safe and appropriate behavior in and about the school.

To assist children in developing desirable behavior habits, educators will provide an environment that is safe, positive and challenging. Children feel safe and are freer to learn when they have clear, logical and consistent boundaries. Teachers work as a team to provide the needed structure and support to help each child learn to take responsibility for his/her actions. Parents/guardians will be kept informed of any concerns and will be asked to partner with the school in helping their children learn to make good choices. Generally, teachers and principals utilize many approaches to help modify behavior when needed. Some examples may include but are not limited to:

#### **CLASSROOM SAFE PLACE:**

[not a punishment but a way of increasing the student's possibility of success and decreasing the misbehavior] A place in the classroom for students to go where their inappropriate behavior can stop and the students can begin to think about what they did. The teacher and/or child will determine when he/she is ready to leave the safe place.

#### **BUDDY ROOM:**

[not a punishment but a way of increasing the student's possibility of success and decreasing the misbehavior] A classroom other than the student's regular room. A safe place where students can stop their inappropriate behavior, begin to take responsibility for their behavior and continue with their schoolwork. Students may complete a "Think Sheet" which helps them focus on what they did and what they need to do next time to not get into trouble. After talking, the teacher and child determine when he/she is ready to return to the classroom.

#### **SUPPORT/RECOVERY AREA:**

A safe area other than a classroom where students are given extended time to think through the situation, begin taking responsibility for their actions and practice what they will do next time. An adult will discuss with each student the problem that took place and look at alternative methods of handling the situation. The adult and student determine when he/she is ready to return to the classroom. Often the student works his/her way gradually back into the classroom.

#### **CONFERENCES:**

These may occur with the student, teacher, parent and principal.

#### **LOSS OF PRIVILEGES:**

Students may miss recess or other privileges as a consequence for misconduct and/or to help solve a problem or issue. A student may be suspended from the bus as a consequence for severe or on-going bus infractions.

#### **SUCCESS PLAN:**

Students and teachers may work together and/or with the principal and parents to create behavior plans to help modify and correct an ongoing behavior problem.

#### **IN-SCHOOL SUSPENSION:**

Students stay at school to complete work outside the classroom.

#### **DETENTION:**

Students may be kept after school to make up work or solve other issues with a 24-hour notice. They may stay up to 30 minutes after the normal school day. Parents will be contacted.

**OUT-OF-SCHOOL SUSPENSION:**

Principals may suspend students for up to ten [10] days for serious defiance of authority or behavior that is seriously detrimental to the student or others. The Superintendent of Schools may suspend a student for up to 180 days for violation of the District's Discipline Policy.

**EXPULSION:**

The Board of Education may expel students for serious offenses. Expulsion is used rarely at the elementary level.

Legal Basis: the legal basis of the document is in Missouri Statute 171.011 (School Board may adopt rules and regulations) and in the Excellence in Education Act of 1985, Section 5 (all school districts shall have a written discipline policy which, 1) is available for public review, 2) which has consequences for misbehavior, 3) which gives authority to all school district personnel to hold pupils strictly accountable for their actions, and 4) which announces that authorized district personnel shall not be civilly liable when acting in conformity with the discipline policy.

## **Missouri City School Code of Conduct**

**All school personnel (teachers, secretaries, cooks, bus driver, adult volunteers, etc.) have equal responsibility and authority to discipline students.**

All school personnel (teachers, secretaries, cooks, bus drivers, adult volunteers, etc.) have equal responsibility and authority to enforce discipline with the students. Each teacher has a list of rules posted in his/her room. A specific and extensive list of school rules is in the student handbook and will be updated from time to time. The student code of conduct is designed to foster student responsibility, respect for the rights of others, and to ensure the orderly operations of the district. No code can be expected to list each and every offense that may result in the use of disciplinary action. However, it is the purpose of this code to list certain offenses, which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, or an aggravated circumstance of any offense or an action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots, district transportation or at a district activity whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

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

## **PRINCIPAL'S PLAN**

Most discipline will be handled by a teacher, or staff member, but in the more serious or habitual cases where the student has been sent or is brought to the office, the principal may choose from the following consequences.

- Principal may counsel child about behavior, parent may be contacted, and the child may write an explanation of behavior to be signed by parent and returned to principal.
- Student may remain at school 30 minutes after regular class-dismissal and parent-principal conference. Detention may be given after notification of parent. Under certain circumstances before school detention will be considered.
- Out of school suspension as assigned by principal. Parent conference with principal will be necessary for re-admittance.
- Out of school expulsion by school board. Parent conference with school board will be necessary.
- Other consequences that are appropriate.

## **SPECIFIC CONSEQUENCES OF MAJOR INFRACTIONS**

**SPECIFIC CONSEQUENCES** of major infractions are listed and will follow a general guideline.

1. The School Board believes that the use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful. Any student in possession of or using alcoholic beverages or illegal drugs and/or paraphernalia will automatically be suspended for 11-180 days and appropriate law enforcement authorities will be notified when warranted.
2. Any student in possession of dangerous weapons (anything used with malicious intent) will be subject to suspension and/or expulsion from school. Any weapon such as pocket knives, slingshots, firearms, nunchaku, stars, etc., or any other weapon will be confiscated and will not be returned. If the weapon is used maliciously the student will be suspended or expelled. The suspension may be for 180 days, expulsion may be permanent.
3. Possession or use of tobacco or the malicious lighting of matches or lighters will result in a three day suspension.
4. Violence, intimidating others and fighting can result in suspension. Parents will be notified afterwards.
5. A suspended or expelled student is forbidden to be on school property and is not to bother other students who are coming from and going to school.
6. Third degree assault will be reported to the police.

## TRANSPORTATION DISCIPLINE PROCEDURES

1. The bus driver is responsible for referring discipline problems to the principal through use of the Transportation Disciplinary Report. The driver will give all copies of the incident report to the Superintendent. A copy is to be signed by the parent and returned.
2. The driver is responsible for forwarding the Transportation Disciplinary Report to the Superintendent.
3. A student will be warned with the first Transportation Disciplinary Report. The second report will result in a 5 day suspension from bus privileges. The third report will result in a two week suspension and a conference between parent and the Missouri City School principal. The fourth incident will result in a suspension for the remainder of the year and an appearance before the school board.  
**SEVERE CLAUSE:** If the misconduct is flagrantly dangerous, the student can be denied the bus privilege on the first offense.
4. Students are expected to adhere to rules of conduct which govern student behavior.
5. During the suspension of bus privileges, it shall be the parent's or guardian's responsibility to provide the student's transportation. Suspension of bus privileges does not provide for an excused absence.
6. The bus driver has the right to assign seats.
7. A written note from a parent is required for a student to change destination. If going to a friend's house a note from the friend's parent is also required. Notes need to be brought to the office before school starts.

### BUS RULES THAT MAY NECESSITATE THE WRITING OF A BUS INCIDENT REPORT:

1. Failure to remain seated.
2. Refusing to obey the driver.
3. Fighting or scuffling on the bus or at the bus stop.
4. Profanity.
5. Lighting matches.
6. Smoking on the bus.
7. Throwing objects out of the bus.
8. Throwing objects on the bus.
9. Putting arms, head, feet or possessions out of the window.
10. Spitting.
11. Creating a nuisance.
12. Vandalism.
13. Illegal use or possession of controlled substances.
14. Animals on the bus.
15. Other (conduct prejudicial to the maintenance of good order and safety.)

## **GENERAL SCHOOL RULES**

1. Be in an assigned room, in a seat ready to work when the 9:00 bell rings every day.
2. Have paper, pencils, books, and materials every day.
3. Keep hands, feet, books, and objects to yourself.
4. Be respectful to everyone at all times.
5. Follow directions.

## **POSITIVE REINFORCEMENTS**

Students who are behaving appropriately may have their behavior reinforced by staff members observing. The staff member may use some of the following means of encouraging good behavior:

1. verbal praise,
2. written praise,
3. stickers,
4. treats,
5. room parties,
6. school trip,
7. store in the room,
8. smiling faces, stars, etc., put on papers,
9. special activities, or other rewards.

## STUDENTS

### Discipline

#### Behavioral Expectations

The discipline code set out in this regulation is intended to be illustrative but not an exclusive listing of acts of misconduct and the consequences for each. Misconduct which is not specifically listed in this regulation may be deemed to warrant discipline up to and including expulsion following provision of all due process procedures. In addition, the disciplinary consequence listed for each offense may be increased or decreased by the Administration or the Board of Education due to mitigating or aggravating circumstances.

Copies of this regulation as well as the District's corporal punishment policy will be provided to each student at the beginning of each school year. Copies of these documents will also be available for public inspection during normal business hours in the Superintendent's office.

**Alcohol** – Possession of or presence under the influence of alcohol regardless of whether the student is on school premises.

First Offense: 11-180 days out-of-school suspension, notification to law enforcement officials, and documentation in the student's discipline record.

Subsequent Offenses: Expulsion, notification to law enforcement officials, and documentation in the student's discipline record.

**Arson** – Intentionally causing or attempting to cause a fire or explosion.

First Offense: 11-180 days out-of-school suspension or expulsion, notification to law enforcement officials, and documentation in the student's discipline record.

Subsequent Offenses: Expulsion, notification to law enforcement officials, and documentation in the student's discipline record.

**Assault** – (Refer to Policy and Regulation 2673 – Reporting of Violent Behavior)

Assault of a Student or Staff Member – Use of physical force with the intent to do bodily harm.

First Offense: 1-180 days out-of-school suspension or expulsion, notification to law enforcement officials, and documentation in the student's discipline record.

Subsequent Offenses: 11-180 days out-of-school suspension or expulsion, notification to law enforcement officials, and documentation in the student's discipline record.

**Bullying** – Intentional intimidation or infliction of physical, emotional, or mental harm (see Policy 2655).

First Offense: Principal/student conference, parents contacted, in-school suspension, or 1-180 days out-of-school suspension, expulsion, possible law enforcement contact and possible documentation in student's discipline record.

Subsequent Offenses: Principal/student conference, parents contacted, in-school suspension or 1-180 days out-of-school suspension, expulsion, possible law enforcement contact and possible documentation in student's discipline record.

**Fighting** – Physically striking another in mutual contact as differentiated from an assault.

First Offense: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

Subsequent Offenses: In-school suspension or 1-180 days out-of-school suspension or expulsion, and possible documentation in the student's discipline record.

**Defiance of Authority** – Refusal to obey directions or defiance of staff authority

First Offense: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

Subsequent Offenses: In-school suspension or 1-180 days out-of-school suspension or expulsion, and possible documentation in the student's discipline record.

**Disruptive Behavior** – Conduct which has the intentional effect of disturbing education or the safe transportation of a student

First Offense: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

Subsequent Offenses: In-school suspension or 1-180 days out-of-school suspension or expulsion, and possible documentation in the student's discipline record.

**Drugs/Controlled Substance-**

Possession or presence under the influence of a controlled substance or substance represented to be a controlled substance while at school, on the school playground, on the school parking lot, a school bus, or at a school activity whether on or off of school property.

First Offense: 11-180 days out-of-school suspension or expulsion, notification to law enforcement officials, and documentation in the student's discipline record.

Subsequent Offenses: Expulsion, notification to law enforcement officials, and documentation in student's discipline record.

Sale of a controlled substance or substance represented to be a controlled substance while at school or at any of the locations described above.

Prescription Medication-Possession of a prescription medication without a valid prescription for such medication on school premises or on a school bus.

First Offense: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

Subsequent Offenses: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

**Extortion** – Verbal threats or physical conduct designed to obtain money or other valuables

First Offense: Principal/student conference, in-school suspension or 1-10 day out-of-school suspension.

Subsequent Offenses: In-school suspension or 1-180 days out-of-school suspension or expulsion, and possible documentation in the student's discipline record.

**Firearms and Weapons** – (Refer to Policy and Regulation 2620 – Firearms and Weapons in School)-Possession of a firearm or weapon

First Offense: (Minimum of one-year suspension)

Subsequent Offenses: Expulsion, notification to law enforcement officials, and documentation in student's discipline record.

**Harassment** – (Refer to Policy 2130 – Harassment)

First Offense: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

Subsequent Offenses: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

**Improper Display of Affection** – Consensual kissing, fondling, or embracing

First Offense: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

Subsequent Offenses: In-school suspension, 1-180 day out-of-school suspension, or expulsion and possible documentation in student's discipline record.

**Improper Language**

Threatening Language

Use of verbal, physical or written threats to do bodily harm to person or personal property.

First Offense: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension and possible documentation in student's discipline record.

Subsequent Offenses: In-school suspension, 1-180 day out-of-school suspension, or expulsion and possible documentation in student's discipline record.

Use of Obscene or Vulgar Language-Language which depicts sexual acts, human waste, and blasphemous language

First Offense: Principal/student conference, in-school suspension, or 1-10 days out-of-school suspension.

Subsequent Offenses: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension or expulsion, and possible documentation in student's discipline record.

Disruptive or Demeaning Language or Conduct-Use of hate language to demean other persons due to race, gender, disability, natural origin, or religious beliefs. This provision also includes conduct, verbal, written, or symbolic speech which materially and substantially disrupts class, school activities, transportation, or school function.

First Offense: Principal/student conference, in-school suspension, or 1-10 days out-of-school suspension.

Subsequent Offenses: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension or expulsion, and possible documentation in student's discipline record.

**Inappropriate Sexual Conduct** (Refer to Policy and Regulation 2130 – Harassment)-

Physical touching of another student in the area of the breasts, buttocks, or genitals

First Offense: In-school suspension or 1-10 days out-of-school suspension or expulsion and possible documentation in a student's discipline record.

Subsequent Offenses: 1-180 days out-of-school suspension or expulsion and possible documentation in student's discipline record.

Use of sexually intimidating language, objects, or pictures

First Offense: In-school suspension or 1-180 days out-of-school suspension or expulsion and possible documentation in a student's discipline record.

Subsequent Offenses: In-school suspension or 1-180 days out-of-school suspension or expulsion and possible documentation in student's discipline record.

**Indecent Exposure**—Includes display of breasts, buttocks, and genitals in a public location.

First Offense: Principal/student conference, in-school suspension, or 1-180 days out-of-school suspension.

Subsequent Offenses: In-school suspension or 1-180 days out-of-school suspension or expulsion, and possible documentation in the student's discipline record.

**Theft**— Nonconsensual taking or attempt to take the property of another

First Offense: In-school suspension or 1-180 days out-of-school suspension and possible documentation in the student's discipline record.

Subsequent Offenses: 11-180- days out-of-school suspension, possible notification to law enforcement officials and possible documentation in student's discipline record.

**Tobacco**— Possession or use of tobacco or tobacco products

First Offense: Principal/student conference, in-school suspension, 1-3 days out-of-school suspension.

Subsequent Offenses: In-school suspension, or 1-10 days out-of-school suspension

**Truancy** – Absent or tardy from class or classes without authorization (See also Policy and Regulation 2340 – Truancy and Educational Neglect.)

First Offense: Principal/student conference or 1-3 days in-school suspension.

Subsequent Offenses: 3-10 days in-school suspension.

**Vandalism** – Intentional damage or attempt to damage property belonging to the staff, students, or the District

First Offense: In-school suspension, 1-180 days out-of-school suspension or expulsion, possible notification to law enforcement officials, and possible documentation in students discipline record.

Subsequent Offenses: 11-180 days out-of-school suspension or expulsion, notification to law enforcement officials, and documentation in student's discipline record.