

STUDENT CODE OF CONDUCT

The Jefferson Davis Parish School Board expects all student behavior shall be based on respect and consideration for the rights of others. Students shall be expected to conduct themselves at all times in a manner that shall enable him or her to be a responsible, contributing member of society. Students have the responsibility to know and respect the rules and regulations of the school system.

EXPECTATIONS AND RULES OF CONDUCT

The *Uniform Discipline Code* requires the following conduct of all students.

1. Comply with all policies of the Jefferson Davis Parish School Board.
2. Recognize the authority of all teachers and school personnel.
3. Abstain from:
 - gambling
 - immorality
 - profanity
 - harassing
 - fighting
 - extortion
 - using or possessing: tobacco, narcotics, intoxicating liquors
 - selling items without administrative permission.
 - public display of affection in any form, including body contact, shall be avoided on school premises.
4. Refrain from willfully damaging, defacing, or destroying school property or illegally entering school buildings.
5. Abide by policies set by the school concerning travel to and from school while on school buses and using and operating private vehicles on the school grounds. Automobiles shall be vacated immediately upon arrival and may be reentered only at the time of authorized departure.
6. Comply with rules and regulations of the Jefferson Davis Parish School Board while attending any activities sponsored by the school.

Acts of Misconduct/Possible Disciplinary Actions

The Uniform Discipline Code established for all students in the Jefferson Davis Parish School System is expected to be followed and enforced in the same spirit and manner throughout the School System. Staff members shall ensure due process for each student

and shall consider all mitigating circumstances prior to disciplinary action as possible. Mitigating circumstances shall include, but are not limited to, the following factors:

- age, maturity, and class
- willingness to make restitution
- placement of student
- seriousness of offense(s)
- prior conduct
- willingness to enroll in a student intervention program
- attitude of student
- support of parents

Possible disciplinary actions are not listed in priority order under each group of acts of misconduct.

Level 1

These acts of misconduct include inappropriate student behaviors such as the following:

1. Cheating and/or copying work of another student
2. Displaying any behavior that is disruptive
3. Littering
4. Loitering
5. Persistent tardiness to school or class
6. Running and/or making excessive noise in the hall or building
7. Possession and/or use of other disruptive electronic devices
8. Violation of the Dress Code

Possible Intervention/Disciplinary Actions

- Teacher-Student-Parent-Administrator Conference
- Referral to counseling
- Peer mediation
- Referral to the school building level committee
- Restorative justice practices
- Referral to the school building level committee/School Wide Positive Behavior Intervention and Support (SWPBIS) Team
- Bus suspension
- Loss of privileges
- Detention
- In-School Suspension

Level 2

These acts of misconduct include those student behaviors that disrupt the orderly

educational process such as:

1. Defying (disobeying) or disrespecting the authority of school personnel
2. Disruptive behavior on the school bus or class
3. Exhibiting any hostile or unacceptable physical actions
4. Failing to abide by school rules and regulations
5. Failing to attend class without a valid excuse
6. Failure to provide proper identification
7. Initiating any unacceptable physical contact
8. Leaving a classroom without permission
9. Leaving the school grounds without permission
10. Lying to school personnel
11. Misconduct at school-sponsored events
12. Possession of laser lights/pointers
13. Habitual possession or use of electronic communication devices "cell phones" or any other disruptive electronic device
14. Possession, distribution, or use of tobacco products, paraphernalia
15. Possession, distribution, or use of electronic cigarettes (Vapes)
16. Posting or distributing unauthorized or other written materials on school grounds
17. Using or writing profane, obscene, indecent, immoral, libelous, or offensive language, including racial slurs, and/or gestures

Possible Intervention/Disciplinary Actions

- Teacher-Student-Parent-Administrator Conference
- Referral to counseling
- Peer mediation
- Bus Suspension
- Referral to the school building level committee/SWPBIS Tier 2 Team
- Restorative justice practices
- Loss of privileges
- In-School Suspension (ISS)
- Detention
- Out of School Suspension (OSS) (1-3 days)
- Group/Class Reassignment

Note: Any student receiving 2nd OSS shall be referred by the school administrator to the school's Response to Intervention (RTI)/ School Based Intervention Team (SBIT)/SWPBIS Team to determine whether a supplemental, mental health, and/or intensive intervention plan is implemented to address the student's behavior.

Note: Any student receiving Individuals with Disabilities Education Act (IDEA) services that receives his/her second full day removal from instruction by either ISS and/or OSS during any given semester shall have revisions made to his/her Functional Behavior Assessment, Behavioral Intervention Plan, and/or Individual Education Program.

Level 3

These acts of misconduct include those student behaviors that seriously disrupt the orderly educational process such as:

1. Any behavior, on or off campus that is seriously disruptive, including the use/creation of electronic media
2. Bullying
3. Fighting
4. Gambling
5. Habitual violation of rules
6. Unauthorized use of a computer or Web site
7. Using profane, obscene, indecent, or immoral or seriously offensive language, including racial slurs, and/or making profane, obscene, indecent or immoral gestures, propositions, or exhibitions
8. Violating safety or traffic regulations
9. Violations of the school technology agreement, etc.
10. Habitual possession, distribution, or use of tobacco products, electronic cigarettes (Vapes) or paraphernalia

Possible Intervention/Disciplinary Actions

- Teacher-Student-Parent-Administrator Conference
- Referral to counseling
- Peer mediation
- Referral to the school building level committee/SWPBIS Tier 2 Team
- Restorative justice practices · Loss of privileges
- In-School Suspension
- Detention
- Suspension (1-4 days)
- Class or Group Reassignment
- Behavior Contract/Plan
- Police Notification
- Recommendation for Expulsion (for multiple offenses)

Note: Any student receiving 2nd OSS shall be referred by the school administrator to the school's RTI/SBIT/SWPBIS Team to determine whether a supplemental mental health, and/or intensive intervention plan is implemented to address the student's behavior.

Note: Any student receiving IDEA services that receives his/her second full day removal from instruction by either ISS and/ or OSS during any given semester shall have revisions made to his/her Functional Behavior Assessment, Behavioral Intervention Plan, and/or Individual Education Program

Level 4

These acts of misconduct include those student behaviors that very seriously disrupt the orderly educational process. In most cases, these behaviors also are illegal, such as:

1. Assault
2. Extortion
3. Fighting - more than two (2) people and or targeting another person (could include instigator)
4. Inciting or participation in a riot
5. Intentional disrespect
6. Persisting in serious acts of disobedience or misconduct
7. Possession, use, or delivery of fireworks
8. Possession of or use of a Taser or Pepper Spray
9. Sexual harassment
10. Theft or possession of stolen property
11. Threatening faculty member or school personnel and students
12. Use of intimidation, coercion, or force
13. Vandalism/criminal damage to property

Possible Intervention/Disciplinary Actions

- Teacher-Student-Parent-Administrator Conference and/or
- Referral to the school building level committee/SWPBIS Tier 3 Team
- Suspension (2-10 days)
- Disciplinary Reassignment
- Police Notification
- Recommendation for Expulsion

Note: Any student receiving 2nd OSS shall be referred by the school administrator to the school's RTI/SBIT/SWPBIS Team to determine whether a supplemental, mental health, and/or intensive intervention plan is implemented to address the student's behavior.

Note: Any student receiving IDEA services that receives his/her second full day removal from instruction by either ISS and/ or OSS during any given semester shall have revisions made to his/her Functional Behavior Assessment, Behavioral Intervention Plan, and/or Individual Education Program

Level 5

These acts of misconduct include those illegal or criminal student behaviors that most seriously disrupt the orderly educational process such as:

1. Aggravated assault
2. Aggravated battery

3. Arson
4. Battery
5. Bomb threat¹
6. Burglary
7. Delivery or distribution of any controlled dangerous substance
8. Disorderly conduct
9. Engaging in any other illegal behavior
10. False activation of fire alarm
11. Possession or under the influence of alcohol, look-a-like substance, or mood-altering chemical or drug
12. Possession or under the influence of any controlled dangerous substance
13. Robbery
14. Sex violations
15. Terrorizing
16. Trespassing
17. Use, possession, and/or concealing of a weapon or look-alike firearm
18. Wearing or possessing body armor on school property
19. Vandalism/criminal damage of personal property of school personnel, other students, or school property

Possible Disciplinary Actions

- Suspension (minimum of 5 days)
- Disciplinary Reassignment/Placement
- Police Notification
- Recommendation for Expulsion

ADDITIONAL CONSEQUENCES

1. A student shall not be readmitted until restitution for stolen or damaged property has been made, an alternative restitution arrangement has been executed, or an alternative payment plan has been arranged.
2. Students found using, possessing and/or concealing a knife, a firearm, a weapon that may discharge a projectile, or other dangerous instruments that may cause bodily harm shall be suspended immediately and recommended for expulsion. Law enforcement may be notified. If recommended for expulsion or suspension then law enforcement shall be notified. Students using, possessing, and/or concealing any look-alike object that may have the appearance of a weapon or dangerous instrument shall be suspended immediately from school and recommended for expulsion. In the case of a student in preschool through grade 3 who is found carrying or possessing a knife, the principal may, but shall not be required to, recommend the student's expulsion. Upon the recommendation for expulsion, a hearing shall be conducted by the Superintendent or his/her designee. Upon the conclusion of the hearing, the Superintendent or the Superintendent's designee shall determine whether the student

shall be expelled from the School System or whether other corrective or disciplinary action shall be taken. Students in grades six or higher who are found guilty of using, possessing, and/or concealing a firearm or other weapon that may discharge a projectile, when on school property, on a school bus, or in their actual possession at a school-sponsored event, following a hearing, shall be expelled for a minimum of four complete semesters. The student also shall be referred to the District Attorney for appropriate action. Students in kindergarten through grade 5 found guilty of being in possession of a firearm on school property, on a school bus, or in their actual possession at a school-sponsored event, following a hearing, shall be expelled for a minimum of two complete semesters. The student also shall be referred to the District Attorney for appropriate action. No student who has been expelled for possession of a weapon shall be readmitted to any school until the student has enrolled and participated in an appropriate rehabilitation or counseling program related to the reason, or reasons, for the student's expulsion. This policy does not apply to a student carrying or possessing a firearm or knife for purposes of involvement in a school-approved curricular or extracurricular activity. "Firearm" means any pistol, revolver, shotgun, machine gun, submachine gun, black powder weapon, or assault rifle that is designated to fire or is capable of firing fixed cartridge ammunition or from which a shot or projectile is discharged by an explosive.

VIRTUAL WORK SETTINGS

1. Students shall be expected to have a designated work area in their home cleared of everything other than what is required for class. Working stations shall be free of foreign objects that are not being utilized for instruction.
2. Students shall be responsible for all content posted through their online account. Students shall be prohibited from sharing their online account username or password or using the username or password of another student.
3. The recording device being used for instruction shall be positioned to allow teachers to observe both the working space and student, especially during testing. At the same time, students engaging in virtual instruction shall ensure that, prior to logging into and during any virtual classroom they have engaged the school district-approved virtual background screen.
4. Eating and drinking shall not be allowed during virtual classes. This can be hazardous to electronic devices and distracting during instruction.
5. Additional electronic devices shall not be kept or used within the visible working area, unless they are being utilized for instruction and are teacher approved.
6. Students shall follow daily guidance from their teachers regarding best methods of communicating and participating during virtual schooling. Instructions regarding when and how to interact verbally and how to use audio and camera options shall be dependent on the design of instruction and direction of the teacher.

7. Students shall be expected to remain positively engaged in instruction and participate.

Discipline for Virtual Learners

Every student shall be afforded due process in the disciplinary process.

Behavior that could result in disciplinary actions for online students shall include but are not limited to cyberbullying, wearing inappropriate clothing, repeated tardiness, inappropriate use of electronic media, threats, and intentional disturbance of an online class.

For students who break rules, the Jefferson Davis Expectations of Behavior shall be followed. Recommended expulsion shall be reserved for serious discipline infractions but none that violate a student's constitutional rights in a home setting. For example, there are no weapon or firearm free zones in a home setting as there are in an on-campus classroom.

Parents of students who are recommended for expulsion but whose penalty is reduced to a suspension after due process may appeal to the School Board and district court in the same manner as an expelled student.

CELL PHONE/ TELECOMMUNICATIONS

No student, unless authorized by the school principal or his/her designee, shall use or operate any electronic telecommunication device, including any facsimile system, radio paging service, mobile telephone service, intercom, Smart watches, air pods, or electro-mechanical paging system in any elementary or secondary school building, or on the grounds thereof or in any school bus used to transport public school students. A violation of these provisions may be grounds for disciplinary action, including but not limited to, suspension from school. Nothing shall prohibit the use and operation by any person, including students, of any electronic telecommunication device in the event of an emergency. Emergency shall mean an actual or imminent threat to public health or safety which may result in loss of life, injury, or property damage. For purposes of this policy, the terms use and operation shall mean whenever the electronic telecommunication devices are turned on.

PreK-12- All telecommunication devices/cell phones shall be kept turned off in either a bag or locker. Cell phones and smart watches are not to be visible at any time during the instructional day.

- 1st Offense- ISS (In School Suspension) Parent Conference
- 2nd Offense- 2 Day ISS (In School Suspension) Parent Conference
- 3rd offense - 1 Day OSS (Out of School Suspension) Phone shall be collected, conference with parent and parent must pick up phone
- 4th Offense- 2 Day OSS (Out of School Suspension) Phone shall be collected, conference with parent and parent must pick up phone

5th offense- 3 Day OSS (Out of School Suspension) Phone shall be collected, conference with parent and parent must pick up phone. Disciplinary Hearing with district hearing officer.

Students who are caught using phones to video or post to social media at school may be subject to stricter consequences.

STUDENT SMOKING, TOBACCO, AND MARIJUANA USE

Student possession or use of any tobacco product, smokeless tobacco, or marijuana product in any form, or any smoking object/device, including but not limited to electronic cigarettes, advanced personal vaporizers, vape pens, vape mods and similar devices, shall be prohibited on and in all Jefferson Davis Parish School Board property and vehicles, and at all school-sponsored or school-approved functions.

School Board property shall include any elementary or secondary school grounds or buildings, any portable buildings, field houses, stadiums, equipment storage areas, vacant land, buses or any other property owned, operated, or leased by the School Board.

Violations shall subject the student to appropriate disciplinary action.

DUE PROCESS IN THE DISCIPLINARY PROCESS

Every student shall be afforded due process in the disciplinary process. Procedural due process is essentially based on the concept of "fundamental fairness". It includes an individual's right to be adequately notified of charges or proceedings, and the opportunity to be heard at these proceedings. When a student has been written up and the disciplinary process begins the following shall occur:

1. The student shall be told what he/she is accused of and by whom (faculty member).
2. The student shall be given an opportunity to tell his/her version of the facts.
3. Student shall be allowed to provide any witnesses to the event.
4. The student shall be informed of the administrator's action on the infraction (consequence.)
5. Parents shall be notified by personal phone call at the numbers provided, electronic communication, or by mail if the disposition is one of the following: Before or After School Detention, In-School Suspension, Out-of-School Suspension or Recommended Expulsion (a certified letter shall be mailed to the address on file).
6. Parents shall not be present during the principal's investigation or interviewing of

the student.

SUSPENSION AND EXPULSION APPEALS PROCESS

In-School Suspensions

In-school suspensions cannot be appealed.

Out-of-School Suspension Appeals

Any parent, or legal guardian of a student suspended shall have the right to appeal to the Superintendent or his/her designee, who shall conduct a hearing on the merits. If the parent or legal guardian is not present for the hearing after having been properly notified, the hearing may proceed and the results of the hearing shall be mailed to the parent or legal guardian within three (3) school days by certified mail, return receipt requested. The decision of the Superintendent on the merits of the case, as well as the term of the out-of-school suspension, shall be final, reserving to the Superintendent the right to remit any portion of the time of out-of-school suspension.

Notwithstanding the foregoing, the parent or legal guardian of a student who has been recommended for expulsion but suspended instead following a hearing conducted by the Superintendent or his/her designee shall have the right to request review by the School Board of the findings of the Superintendent or designee at a time set by the School Board. Such request shall be made within five (5) days after the decision is rendered, or the decision of the Superintendent or designee shall be final. The School Board may affirm, modify, or reverse the action previously taken.

Expulsion Appeals

The parent or legal guardian of the student who has been recommended for expulsion in accordance with state law may, within five (5) days after the decision to expel has been rendered, submit a request to the School Board to review the findings of the Superintendent or designee at a time set by the School Board; otherwise the decision of the Superintendent shall be final. If requested, as herein provided, and after reviewing the findings of the Superintendent or his/her designee, the School Board may affirm, modify, or reverse the action previously taken. The parent or legal guardian of the student shall have such right of review even if the recommendation is reduced to a suspension.

The parent or legal guardian of the student who has been recommended for expulsion in accordance with state law may, within ten (10) school days, appeal to the district court for the parish in which the student's school is located, an adverse ruling of the School Board in upholding the action of the Superintendent or his/her designee. The court may reverse or revise the ruling of the School Board upon a finding that the ruling of the School Board was based on an absence of any relevant evidence in support thereof. The parent or legal guardian of the student shall have such right to appeal to the district court even if the recommendation for expulsion is reduced to a suspension.

Revised: August, 1999
Revised: July, 2001
Revised: August 18, 2022
Revised: September 15, 2022
Revised: July 18, 2024

Ref: La. Rev. Stat. Ann. §§17:81, 17:416; Board minutes, 8-18-22, 9-15-22, 7-18-24.