

## Misbehaviors and Consequences

Students are expected to not engage in the following activities. The consequences apply regardless of whether the misbehavior took place in school, on district property, in a district or district provided vehicle, at a school or district activity, or at a school bus stop. The consequences may also apply for misbehaviors which take place at other locations, but directly affect school programs or activities. *Administrators retain the right to vary from the guidelines on a case-by-case basis. The administrator may recommend longer suspensions, expulsion, denial of transportation privileges or other discipline. This may include more severe consequences for students with multiple offenses in different categories of misbehavior.*

## Middle School and High School Disciplinary Definitions and Guidelines

OFFENSE	First offense	Second offense	Third offense
1. <b>Abusive/Obscene Language or Gestures</b> - Disrespectful or threatening language or gestures that cause another person to be embarrassed or afraid. (6-12)	★	★	1 – 5 day suspension
2. <b>Academic Dishonesty</b> - Academic dishonesty is “any act that violates the rights of another in academic work or that involves misrepresentation of a student’s work. Scholastic dishonesty includes (but is not limited to) cheating on assignments and examinations; plagiarism, which means misrepresenting as one’s own work that which has been done by another; submitting the same or substantially similar papers for more than one course without the consent of all instructors concerned; depriving another of necessary course materials; or sabotaging another’s work.” (CLA, University of Minnesota) Academic consequences may also be assigned. (grades 6 – 12)			
3. <b>Alcohol or Chemical, Possession or Use</b> - Any student admitting to or found by a credible witness (e.g. any school personnel, law enforcement agent, parent/guardian of the student in violation, etc.) to be using, under the influence of, or possessing any alcohol or illicit drugs on school property or at school-sponsored events. Penalties for students reported by a credible witness using or possessing alcohol or illicit drugs off of school property (and not in MHSI) will result in a conference with the principal/District Support Services Coordinator. Note: If stated in writing in advance, coaches and activity advisors may impose additional consequences as deemed appropriate. They will also provide participants with a list of what constitutes a leadership position.* See Tobacco Use Violation and Alcohol and Drug Use Violations Appendix B for clarification and further explanation.	See page 15	Teacher discretion	1 day suspension

OFFENSE	First offense	Second offense	Third offense
(grades 6 – 12)	1. Two days OSS 2. MHSL rules enforced (all students) 3. Police citation	1. Five days OSS 2. Removal from leadership positions for 12 months 3. MHSL rules enforced (all students) 4. Police citation	1. Five days OSS 2. Removal from leadership positions for 12 months 3. MHSL rules enforced (all students) 4. Police citation
4. <b>Alcohol or Chemicals, Possession with Intent to Distribute or Sell</b> - Selling, distributing, delivery, exchanging or intending to sell, deliver, exchange or distribute any alcoholic, narcotic or controlled substance is prohibited. (grades 6 – 12)	10 day suspension Recommendation for expulsion Police referral		
5. <b>Arson</b> - Intentional destruction or damage to school property or other property by means of fire. (grades 6 – 12)	10 day suspension Recommendation for expulsion Police referral and VSB*		
6. <b>Assault, Aggravated</b> - Committing an assault upon another person with a weapon or a device used as a weapon, or an assault which inflicts great bodily harm upon another person. (grades 6 – 12)	10 day suspension Recommendation for expulsion Police referral and VSB*		
7. <b>Assault, Physical</b> - Acting with intent to cause fear in another person of immediate bodily harm or death, or intentionally bullying, inflicting or attempting to inflict bodily harm upon another person. (grades 6 – 12)	10-day OSS Recommendation for Expulsion, Police referral and VSB		
8. <b>Bomb Threat</b> - Intentionally making, publishing or conveying in any manner a bomb threat. (grades 6 – 12)	5-10 day suspension. Police referral and VSB*	10 day suspension. Recommendation for expulsion Police referral and VSB*	

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VSB – violent student behavior see pages 16-17

\* See page 14

OFFENSE	First offense	Second offense	Third offense
9. <b>Burglary</b> - Entering any school location without consent with the intent to commit a crime is prohibited, or entering a building without consent and committing a crime. (grades 6 – 12)	5 day suspension Police referral	10 day suspension Police referral	10 day suspension Police referral Recommend expulsion
10. <b>Bus Misconduct</b> - Behaviors that jeopardize the safe and comfortable transportation of students. Consequence may be the loss of bus privileges. (6-8)	★	3 – 5 days off the bus	5 – 10 days off the bus
(9 – 12)	★	★	5 – 10 days off the bus
11. <b>Cafeteria Misconduct</b> - Behaviors which are not in compliance with lunchroom conduct guidelines. Students are not allowed to leave the building or its premises during the lunch period. (grades 6 – 12)	★	★	Removal from lunchroom
12. <b>Computer Misuse</b> - Use of school computer in an inappropriate manner, that is not part of the educational process. (grades 6 – 8)	Loss of computer use for one week	Loss of computer privileges for one month	Loss of computer privileges for rest of the school year
(grades 9 – 12)	★ Possible denial of further usage	1 –3 day ISS	3 days OSS
13. <b>Computer Fraud</b> - Changing grades on teacher's computer or accessing teacher files through the server. (hacking) (grades 6 – 8)	1-3 days OSS Computer privileges lost for rest of school year	5 – 10 days OSS	Recommend expulsion
(grades 9 – 12)	5 – 10 day OSS possible move for expulsion	★	★
14. <b>Damage of Property (Vandalism)</b> – Defacing, cutting or otherwise damaging property that belongs to the school, district, other students, employees or others. (6-12)	★, 1-day suspension, possible police referral, restitution	3-day suspension, police referral, restitution	5-day suspension, police referral, restitution and VSB
15. <b>Disruptive Behavior</b> - Disruptive behavior is prohibited. Disruptive behaviors are acts that disrupt or threaten to disrupt the educational process. (grades 6 – 12)	★	★	1-3 day suspension

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“★” See page 14

OFFENSE	First offense	Second offense	Third offense
<p><b>16. Dress and Grooming</b> - Dress and grooming on a school location must be appropriate to the school setting and not be lewd*, obscene*, abusive* related or discriminatory*.</p> <p>Dress or grooming which is disruptive of the classroom or school atmosphere is not allowed. For example:</p> <ul style="list-style-type: none"> <li>a. Wearing clothing that includes words or pictures which are obscene, vulgar, abusive, discriminatory or which promote or advertise alcohol, chemical, tobacco or any other product that is illegal for use by minors.</li> <li>b. Wearing clothing and other items or grooming in a manner that represents and/or promotes threat/hate groups including gangs or supremacist groups.</li> <li>c. Wearing of clothing or grooming that is potentially disruptive to the education process or that poses a threat to the health and safety of others.</li> <li>d. No head coverings except for religious/cultural purposes.</li> <li>e. No outdoor jackets, wind breakers or coats in the classrooms.</li> <li>f. No underwear shown. (pants sagging)</li> <li>g. Pants and shirts must be appropriate (no low cut tops, midriff bare, halter tops or open back).</li> <li>h. No backpacks during the school day. Backpacks must be stored in locker during the school day. (6 – 12)</li> </ul> <p>* <b>Lewd and Obscene</b> is defined as follows: 1) The average person, applying contemporary community standards, would find that the clothing taken as a whole appeals to the prurient interest of minors of like age; 2) The clothing depicts or describes sexual conduct in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of like age, and 3) The clothing taken as a whole lacks serious literary, artistic, political or scientific value for minors.</p> <p>* <b>Disruptive</b> is defined as reasonably forecasted to materially and substantially interfere with the requirements of appropriate discipline in the operation of the school or the work of the school or to impinge on the rights of other students.</p> <p>* <b>Abusive</b> is defined as insulting, contemptuous or defamatory.</p> <p>* <b>Discriminatory</b> is defined as demonstrating prejudice against groups or individuals, as referred to in the district's anti-discrimination policy.</p>	<p>★ may be asked to change</p>	<p>★</p>	<p>1 day dismissal</p>
<p><b>17. False Reporting</b> - Deliberately reporting false information about the behavior of self, a student or staff person is prohibited. (grades 6 – 12)</p>	<p>★</p>	<p>1-3 days suspension</p>	<p>3-5 days suspension</p>
<p><b>18. Fighting, Punching</b> - Adversarial physical contact (differentiated from poking, pushing, shoving or scuffling) in which physical contact is made or exchanged.</p>			

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VSB -- violent student behavior see pages 16-17

OFFENSE			
	First offense	Second offense	Third offense
(grades 6 – 8)	1-3 day suspension	3-5 day suspension and VSB*	5-10 day suspension and VSB* Possible recommendation for expulsion
(grades 9 – 12)	3 day suspension and VSB* Police referral	3-5 day suspension and VSB* Police referral	5-10 day suspension and VSB* Possible recommendation for expulsion
19. <b>Fire Alarm, False</b> - Intentionally giving a false alarm of a fire, or tampering or interfering with any fire alarm is prohibited. (grades 6 – 12)	1-5 day suspension. Police referral Restitution	10 day suspension Police referral Restitution	
20. <b>Fire extinguisher</b> - Unauthorized handling of a fire extinguisher. (grades 6 – 12)	★	1-5 day suspension Restitution, Police referral	5 day suspension Restitution, Police referral
21. <b>Food and Drink</b> - Pop and other food items are only allowed in the cafeteria area during lunch or after school unless it is part of a supervised classroom activity. Pop is not allowed in the auditorium or media center. (grades 6 – 8)	Item confiscated	★	★
22. <b>Harassment (including Religious, Racial and Sexual)</b> - Participating in or conspiring with others to engage in acts that injure, degrade, intimidate or disgrace other individuals, including indecent exposure, displaying pornography and words or actions that negatively impact an individual or group based on their racial, cultural or religious background, their sex, their sexual orientation, any disabilities they may have or their color, creed, national origin, marital status, status with regard to public assistance or age. (grades 6 – 12)			
23. <b>Hazardous Objects</b> - Lighters/matches/laser pointers, etc. Students are not allowed to possess these items on school property (6-12)	★	★	★
24. <b>Insubordination</b> - Willful refusal to follow an appropriate direction given by a staff member. Refusal to follow or ignoring the instruction of staff members. (6 – 12)	1-2 day suspension	3-5 day suspension	5 day suspension
25. <b>Interfering with School Authorities</b> - Interfering with administrators, teachers, or other adults by force, violence, intimidation, threats or by other means.			

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OFFENSE	First offense	Second offense	Third offense
(6-12)	1-3 day suspension	3-5 day suspension	10 day OSS Recommendation for Expulsion
26. <b>Medication-</b> All medication prescription or over the counter should be kept in and administered in the Nurse's office. See Appendix C for details on over the counter drugs. (6-12)	★	★	★
27. <b>Misrepresentation, Records or Identification Falsification- Records or Identification Falsification</b> - Falsifying signatures or data, or refusing to give proper identification or giving false information to a staff member. (6-8)	Dismissal	1-3 day suspension	3-5 day suspension
28. <b>Nuisance Devices</b> - Causing a nuisance with objects that cause distractions, such as MP3 players, pagers, radios, headsets, cellular phones, universal remote controls and laser pointers. Students are not allowed to use these during school hours; unless it is approved by a teacher for their class only. (6-8)	Item confiscated	Item confiscated and returned in one week	Item confiscated and kept for rest of the year
(9-12)	Items confiscated	Item confiscated and kept for one week, parents are called to come in and pick up	Item confiscated and kept for 1 month, parent called to come pick it up
29. <b>Out of Building, off campus</b> (6-8)	Detention	1 day dismissal	1-3 day suspension
30. <b>Outdoor Conduct/Snowballs, etc.-</b> Students are not to touch others in a rough manner --- no pushing, shoving, grabbing, tripping, kicking. Students are not to throw snowballs, or any object at each other. (6-12)	★	★	Parent contact
31. <b>Pushing, Shoving, Scuffling, Kicking</b> (6-12)	★	★	Dismissal or 1 day suspension
32. <b>Records or Identification Falsification</b> (6-8)	★	1-3 day suspension	3-5 day suspension
33. <b>Robbery, Extortion, Blackmail or Coercion</b> - Obtaining property from another person by use of force or threat of force or under false pretenses.			

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YSB - violent student behavior see pages 16-17

“★” See page 14

OFFENSE	First offense	Second offense	Third offense
(6-12)	1-3 day suspension and VSB* Police referral	3-5 day suspension and VSB* Police referral	5-10 day suspension and VSB* Police referral Recommendation for expulsion
34. <b>Sexual Misconduct</b> - Engaging in nonconsensual sexual intercourse or sexual contact or indecent exposure with another person, including intentional touching of clothing covering a person's intimate parts, or intentional removal or attempted removal of clothing covering a person's intimate parts or clothing covering a person's undergarments, if the action is performed with sexual or aggressive intent, is prohibited. Engaging in consensual sexual contact or indecent exposure with another person is prohibited. No public display of affection. (6-12)	5 - 10 day OSS Move for expulsion Possible police referral		
35. <b>Skipping On Campus</b> - Being on campus but purposely not being in the assigned classroom. (9-12) (for Middle School- see Truancy)	Next time they have that class ISS for that period	1 day of ISS	1-3 days of ISS
36. <b>Skipping Off Campus</b> - Purposely being out of the building instead of being in the assigned classroom. (9-12)	1 day of ISS	1-3 day ISS	1-3 day OSS
37. <b>Tardy to Class</b> - Tardy to class is anyone who is late to class for less than 15 minutes. (6-8) (9-12)	Teacher discretion Warning	Teacher discretion Warning	Teacher discretion Grade drops
38. <b>Terroristic Threat</b> -- Threatening, directly or indirectly, to commit a crime of violence with the purpose to terrorize another or with reckless disregard of the risk of causing terror in another. (grades 6-8)	5-day suspension and VSB• Expulsion and VSB•	Expulsion and VSB•	Expulsion and VSB•
39. <b>Theft, Or Receiving or Possessing Stolen Property</b> - Taking, using, receiving, transferring, hiding or possessing property of another person or school without permission. This includes not turning in found property to the school office. (6-8)	Restitution, Police referral Half day ISS	Restitution, Police referral 1 day ISS	Restitution, Police referral 1-3 day suspension

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OFFENSE	First offense	Second offense	Third offense
(9-12)	1 - 3 days ISS Restitution Possible police referral	1 - 3 days of OSS Restitution Police referral Dismissal	Restitution Police referral 1-3 day suspension
40. <b>Tuancy</b> - Absence from classes, the lunchroom, or other school activities without permission from the parent and the school. Also, leaving school premises during school hours without permission. Truancy is a violation of Minnesota State Law. (6-8) (For High School see Skipping on Campus)	2 hr. detention for each class missed and/or suspension Parent notification	Suspension Parent notification	Possible court referral Suspension Parent notification
41. <b>Tobacco Possession</b> - Any student admitting to or found by a credible witness (e.g. any school personnel, law enforcement agent, parent/guardian of the student in violation, etc.) to be using or possessing any tobacco products on school property or at school-sponsored events will be subject to the following penalties: If reported by a credible witness, students reported using or possessing tobacco products off of school property will result in a conference with the principal/District Support Services Coordinator Note: If stated in writing in advance, coaches and activity advisors may impose additional consequences as deemed appropriate. They will also provide participants with a list of what constitutes a leadership position. * See Tobacco Use Violation and Alcohol and Drug Use Violations Appendix B for clarification and further explanation. (6-12)	One day in-school suspension MHSL rules (all students) Local law enforcement official will be notified and citation given	Three days in-school suspension Removal from leadership positions MHSL rules (all students) Local law enforcement officials will issue a citation	Five day OSS Removal from leadership positions MSHL rules (all students) Local law enforcement officials will issue a citation
42. <b>Weapon or Look-alike Weapon, Possession</b> - Possessing any firearm, whether loaded or unloaded, or any device intended to look like a firearm; any knife; any device or instrument designed as a weapon and capable of producing severe bodily harm, or intended to look like a device or instrument capable of producing severe bodily harm; or any other device, instrument or substance, which, in the manner in which it is used or intended to be used, is calculated or likely to produce severe bodily harm or looks like it is calculated or likely to produce severe bodily harm.			



OFFENSE	First offense	Second offense	Third offense
(6-12)	5-10 days suspension and VSB* Police referral Recommendation for expulsion		
43. Unique Situations- Disciplinary situations that arise which are not covered by these guidelines will be handled on a case by case basis.			

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