



Dear Parent(s) and Students:

The Ferguson-Florissant School District Board of Education is committed to the success of students by supporting a school climate that is safe and conducive to a positive teaching-learning environment. The Board of Education expects all students of the Ferguson-Florissant School District to acquire the knowledge, skills, abilities, and attitudes to become productive citizens and lifelong learners in a changing global society. Our goal is to see that every student is college and career ready. Since school is the students' workplace, we establish this code of conduct and dress code that model most workplaces. Our families are to review together the behavioral expectations and consequences that will help ensure that Ferguson-Florissant students have a productive and safe learning environment.

Individual schools may have additional guidelines that speak more directly to the organization and expectations of a particular school. Building principals will distribute this information to parents, students, and their families at the beginning of the school year. Parents/guardians are asked to sign a form indicating they have received and read a copy of the current Student Code of Conduct. Discipline will be fairly and consistently applied based on the standards listed in this document.

Staff members and parents of the Ferguson-Florissant School District have the mutual responsibility of ensuring an appropriate education for each student and modeling appropriate behavior. Parent/staff conferences and other interactions shall be conducted in a civil manner. Any conference or communication that degenerates into verbal abuse (i.e. profanity, obscenity, shouting, etc.) or threats will not be tolerated and shall be ended immediately and reported to appropriate authorities (i.e. district administration, security and/or police). Persistent adult disruptions to the educational process may result in the issuance of a no trespassing letter to the disruptive party.

If you have questions after reading the Student Code of Conduct, you are encouraged to contact the building principal.

Mr. Garry Beals  
Assistant Superintendent of  
Alternative Education

The Ferguson-Florissant School District does not discriminate on the basis of race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, or disability in its programs or employment practices as required by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and Title II of the Americans with Disabilities Act of 1990. The

Ferguson-Florissant School District provides equal access to the Boy Scouts and other designated youth groups as required by the Boy Scouts of America Equal Access Act. Questions related to the district's compliance should be directed to the Assistant Superintendent of Human Resource Services or Director of Student Services, 1005 Waterford Drive, Florissant, MO 63033 or 314-506-9000.

**Student Discipline**

The Board of Education has approved a student code of conduct policy to ensure student success. Student behavior directly affects student achievement.

The Ferguson-Florissant Board of Education expects every student to:

- Comply with district policies and rules made by local schools.
- Respect and obey all school district employees.
- Be on time and attend school daily with the necessary books, paper and other school supplies.
- Meet classroom standards of behavior, performance, and academic integrity
- Cooperate with bus drivers and posted bus rules.
- Maintain appropriate habits of communication, dress and personal cleanliness.
- Cooperate with students who have been given special responsibilities.
- Respect the dignity, rights, and property of others and avoid any activity that may endanger the health and safety of others.
- Assume responsibility for the care of school property.
- Accept the consequences of his or her own actions.

**Student Dress Code**

The Ferguson-Florissant School District expects students to dress for success. The way a student dresses affects student attitude and behavior. We encourage our students to model the dress of post secondary and professional life.

Students may wear clothing, accessories, and jewelry that display religious messages or symbols in the same manner and to the same extent that other types of clothing, accessories, and jewelry that display messages or symbols are permitted.

Students are not permitted to wear:

- Any type of headgear or covering (hats, sweatbands, bandannas, scarves, wave caps, hoods, etc.). These items are not to be carried around school.
- Any article of clothing displaying obscene or inappropriate printing (i.e., alcohol, tobacco, drugs, weapons, harassing, obscene, vulgar, lewd or prejudice) either explicit or implied

- Tops that are too revealing: No bare midriff, cleavage, or backs
- Pajamas
- Decorative jewelry that is inappropriate or dangerous (i.e., sunglasses, dog collars, chains, spiked bracelets, medallions, wristbands)
- Clothing which sags (The waistband of the pants, shorts, skirts, or jeans must be secured at or above the waist.)
- Clothing, jewelry, emblems, badges, symbols, signs or other things which are themselves evidence of membership or affiliation in any gang or are worn in a manner which constitutes evidence of membership or affiliation in any gang. A "gang" is defined in this policy as any group of two or more persons whose purposes include the commission of illegal acts or disruptive behavior.
- Shirts falling below the student's fingertips (Any shirt, including jerseys and sweaters, that falls below the fingertips must be TUCKED in.)
- Coats/vests in the building (Sweat jackets, jean jackets, light jackets, sweaters and hoodies are acceptable, but must be in compliance with shirt length.)
- Any clothing that is distracting or disruptive to the learning environment and school climate.
- Short skirts or shorts. All shorts, skirt and dress lengths may be no shorter than the length of the student's fingertips when the arms are placed at the side.
- House shoes, flip-flops/slides (at the elementary level), bare or sock feet. Appropriate footwear must be worn at all times.
- The following items are not to be worn alone:
  - o Tube tops, spaghetti straps, tank tops (if the shoulder straps are less than three fingers wide), cut-offs, midriff shirts/blouses, muscle shirts
  - o Tights, spandex, or leggings (These items must be worn with other clothing that adheres to short/skirt/dress length requirements.)
  - o See-through clothing (including, but not limited to tops, sleeves, legs, and backs).
- Any clothing which shows underwear or undergarments

The final decision regarding the appropriateness of clothing and apparel will be at the discretion of the school administrator. Individual buildings may have additional restrictions as deemed necessary.

Any violation of the dress code will fall under the ramifications of the Ferguson-Florissant School District Student Code of Conduct.

Parents/guardians are asked to sign a form indicating they have received and read a copy of the current Student Code of Conduct. Discipline will be fairly and consistently applied based on the standards listed below.

## The Schools' Authority

The Ferguson-Florissant School District is committed to providing a non-violent and drug-free learning environment. The Ferguson-Florissant School District has the authority under Section 171.011, RSMo. to control student conduct that disrupts the good order and discipline in its schools, or conduct that may harm the morale or good behavior of students. Once the school district is notified of a violation of certain provisions of the Missouri Safe Schools Act, students may be subject to disciplinary action regardless of when or where the violation occurred. When necessary, any employee of the district may engage in reasonable physical restraint of students to maintain orderly student conduct.

The Ferguson-Florissant Student Code of Conduct separates student misconduct into two categories: Type I Behavior is considered serious misconduct, and Type II Behavior is less serious, but still disruptive and unacceptable.

Students may not commit Type I or Type II Behaviors on the school property before, during, or after school, at any other time when the building/property is being used by a school or community group, or off school grounds at a school activity or function. In addition, students may not commit Type I or Type II Behaviors coming to or from school or school functions including but not limited to the bus stop, on the bus or when using other means of transportation, including walking to and from school. Students may also be disciplined for misconduct occurring off school grounds, including issues arising from use of social media that affects the school discipline or the general safety and welfare of students and staff.

The school's authority extends to student possessions kept in automobiles while parked on school property. Any vehicle driven on to a Ferguson-Florissant School District property by a student is subject to search by school authorities. Such search may be conducted without a warrant and upon reasonable suspicion or for any other reasonable purpose and in a reasonable manner. Desks and lockers are the property of the district and searches may be done at the discretion of building administrators. All staff members have the authority and responsibility to maintain appropriate student conduct. (Police notification may result upon investigation findings by school authorities.)

## TYPE I BEHAVIOR

Type I Behavior is student misconduct that is serious enough to result in a superintendent's suspension of up to 180 school days or an expulsion. In addition to the "Standards" enumerated below, Type I Behavior may also include certain charges and convictions in either adult or juvenile court with one of the following:

First-degree murder under section 565.020, RSMo;

Second-degree murder under section 565.021, RSMo;  
Kidnapping under section 565.110, RSMo;  
First-degree assault under section 565.050, RSMo;  
Rape in the first degree under section 566.030, RSMo;  
Sodomy in the first degree under section 566.060, RSMo;  
Statutory rape under section 566.032, RSMo;  
Statutory sodomy under section 566.062, RSMo;  
Robbery in the first degree under section 569.020, RSMo;  
Distribution of drugs to a minor under section 195.212, RSMo;  
Arson in the first degree under section 569.040, RSMo;

For purposes of the Missouri Safe Schools Act and the district's student code of conduct policy, "Charged" means that an indictment or information has been filed in an adult proceeding, or a petition has been filed in juvenile court. Although a hearing is not required by statute for mandatory exclusions under the Safe Schools Act, the district may elect to conduct a hearing regarding the existence of the charges or petition. Special rules may apply to a student with a disability who has been charged with or convicted of the offenses identified above.

In addition to the offenses identified above, which typically result in a mandatory exclusion, Missouri law also permits school districts to suspend a student who has, as an adult, been charged with or convicted of, or pled guilty to, a felony that is not listed above. When a student is suspended as a result of the student being charged with or convicted of, or having entered a plea of guilty to, a felony not listed above, a hearing before the Board of Education is required under Section 167.161 of the Missouri Revised Statutes to remove the student from school.

In addition, the student may be reassigned by the superintendent to another school in the district after the suspension. Type I Behavior includes student conduct that violates the following standards:

### STANDARD 1 - Disruption of School

A student may not cause the disruption or obstruction of the function of school by the use of racial insults, violence, force, noise, coercion, threats, intimidation, passive resistance, extortion, trespassing, or any other conduct that may result in disruption.

A student may not encourage other students to engage in the conduct described above.

When the outcome causes the disruption or obstruction of the function of the school, the following list is not all inclusive, but represents the kinds of offenses that are considered disruptive:

- Occupying any or part of school buildings, grounds, or bus with the intent of obstructing others regarding its use.

- Blocking the entrance or exit of any school building, corridor or room with the intent of obstructing others with respect to entering, exiting or using the space.
- Promoting or participating in any gang-related behavior. Students are also prohibited from displaying or wearing any secret organization or gang logos that the school deems disruptive.
- Preventing or attempting to prevent or impede by a physical act the function of any school official, class, activity, meeting or assembly.
- Blocking normal pedestrian or vehicular traffic on school grounds without the direct instruction of the principal.
- Continuously making noise or acting in any manner that would prevent school personnel from fulfilling their responsibilities.
- Intentionally making false accusations against staff members or students.
- Sharing of images or videos

### STANDARD 2 - Damage to School Property

A student may not willfully cause or attempt to cause damage to district property (including setting fire to, substantially damaging, or defacing the school or its property) or the property of others at school or at a school activity. Damage to school or personal property may be the basis for a superintendent's suspension or expulsion. Restitution for and/or replacement of property will be sought under Missouri law for any damage caused in violation of this standard. **(Police notification required.)**

### STANDARD 3 - Theft of School Property, Personal Property and Possession of Stolen Property

A student may not steal or attempt to steal the property of others or of the district. A student may not receive or possess property stolen from the district, an employee, a student, or others who are present on school property or who are present at school activities, whether on or away from school property. Restitution or replacement of any stolen property will be sought under Missouri state law. **(Police notification required.)**

### STANDARD 4 - Threats, Fighting, Assault and Battery, Attending Fights

The Ferguson-Florissant School District has established a policy of zero tolerance towards violence. A student may not threaten anyone. A student may not make a false statement regarding the possession or location of explosives or arson materials of any kind. A student may not report a fire or activate a fire alarm system when no fire exists. A student may not cause, attempt to cause or behave in a way that could cause physical injury to another student, a school employee, or any other person; this includes fighting. Students shall not promote, approach, or attend a fight.

Acts of violence covered as both Type I and Type II Behavior reflect the varying ages of our students, their capacity for mature judgment, their size, their motivations for violence and the intensity of the violence. Any, or all of these factors, may elevate a Type II act of violence into

a Type I act of violence. **(Police notification required.)**

#### **STANDARD 5 - Weapons and Dangerous Instruments**

A student may not possess, transmit or handle a firearm, taser, knife, ammunition, or other weapons, including but not limited to chemical irritants, or use any object in a manner that causes it to be capable of injuring another person. A student may not possess, fire, display, or threaten use of firearms, explosives or other weapons on school grounds or at school events. Possession of BB guns, pellet guns, or anything that looks like a gun, knife, or other weapon is prohibited on school property.

Unless the superintendent deems otherwise, expulsion proceedings will be initiated for any student in possession of a firearm. **(Police notification required.)**

#### **STANDARD 6 - Controlled Substances**

A student may not possess, use, circulate, transfer, distribute, consume, or be under the influence of any controlled substances, prescription medication, over the counter medications (except as specifically permitted by Board Policy #3055), imitation controlled substances\*, chemical substances or intoxicants of any kind.

\*An imitation controlled substance is one that is not a controlled substance as defined by Missouri state law, but by appearance (shape, color, size, markings, and effects) or representations made, reasonably resembles a controlled substance.

The possession, transfer, distribution, consumption, use, or sale of drugs (including all substances identified under the first paragraph of Standard 6), alcohol, and drug paraphernalia on school property or at school-sponsored activities is expressly prohibited. This standard does not apply to the use of a drug that has been authorized by a medical prescription from a registered physician as long as the student complies with the district policy regarding administration of medication to students. **(Police notification required.)**

#### **STANDARD 7 - Harassment, Bullying, Cyber-Bullying, Violence or Sexual Misconduct**

Harassment is illegal. Students shall not harass others for any reason, including age, race, sex, sexual orientation, religion, gender, disability, or national origin. A student may not repeatedly nor flagrantly commit acts of harassment against anyone. Harassment includes but is not limited to sexual, verbal, physical, emotional, or electronic intimidation. Bullying, in any form, is a type of harassment.

A student may not touch another person's sexual organs or any other body part in a sexual way, whether or not the touching occurs through clothing and whether or not the touching is consensual.

A student may not inappropriately expose sex organs or body parts under circumstances that such conduct is likely to be offensive. This includes sharing of images or videos of a sexual nature.

A student may not make sexual advances or request sexual favors.

A student may not sexually assault, attempt to assault, or commit any forced act of a sexual nature against anyone. **(Police notification required.)**

#### **STANDARD 8 - Repeated School Violations**

A student shall not repeatedly fail to comply with school rules or with directions of principals, teachers, teacher assistants, bus drivers, or any other authorized school personnel. Type II Behaviors, repeated, persistent or exhibited over time, will be considered a Type I violation.

#### **STANDARD 9 - Habitual Truancy**

A student may not accumulate in excess of ten (10) days of unexcused absences from school during a single school year

#### **STANDARD 10 - Other Misconduct**

A student may not commit any other misconduct or illegal activity that is not covered by the previous standards that may be disruptive under the school's authority or that may interfere with the good order and discipline of the school.

Any student who, in a court of general jurisdiction, has been charged with, convicted of, or pleads guilty to a felony may be suspended and/or expelled.

#### **When Type I Behavior Occurs:**

School officials will investigate when they become aware that a Type I Behavior may have occurred. The investigation normally includes an informal conference with the student suspected of misconduct. During the conference the student will be informed of the charges and given an opportunity to admit or deny them. If the student denies the charges, the school official will explain the facts that support the proposed suspension and give the student an opportunity to present his/her version of the incident.

Community law enforcement agencies may be involved in investigations regarding Type I Behaviors. Principals must notify police of student violations of Standards 2, 3, 4, 5, 6, and 7. Police will also be notified of offenses that would be considered a violation of the Safe Schools Act. If possible, the student conference will take place prior to calling the police. The community law enforcement agencies have the authority to take a student into custody for criminal action or violation of the juvenile code.

If the principal concludes that a student has engaged in Type I Behavior, the principal is required to suspend the student for 10 school days with a district hearing unless there are circumstances that clearly indicate that suspension is not warranted. The principal or designated school official will notify the student's parent or guardian prior to sending the student home. The parent or guardian must arrange for the student to be picked up from school or consent as to how the student will travel home. The principal or designated school official will inform the student's parent or guardian orally and by letter of the suspension and the fact that the matter is being referred to the superintendent's office and the district hearing designee for possible further actions.

When Type I Behavior has been committed and the principal has conducted an informal investigation, a written report of the incident will be sent to the superintendent or designee and the district hearing designee within 5 school days. Within 10 school days, the District Hearing Officer shall give the suspended student and parent opportunity to present their perspective of the incident, review the principal's report and any other information the committee wishes to consider concerning the suspension and make its recommendation to the superintendent concerning further disciplinary action.

Following this process, the superintendent will review the matter and make a final determination concerning whether:

- The student should be suspended for up to 180 school days,
- Expulsion proceedings should be initiated,
- Discipline reassignment should be considered,
- Some other disciplinary approach should be pursued.

The superintendent will notify the student, parent, or guardian by letter of the final decision concerning additional disciplinary action as a result of Type I Behavior. Failure of school officials to follow the above procedures does not invalidate an otherwise lawful disciplinary action. Procedures applicable to students with a disability are described in Board Policy 3044.

#### **Academic Administrative Placement**

High school students 16 years of age or older who have the ability and background to do acceptable work, and have failed to earn 2.5 credits the previous semester are placed on academic probation. Academic probation may lead to an administrative placement in an alternative education program.

#### **Student Speakers**

Students may be invited to speak at public events, including assemblies and graduation ceremonies, that are open to the general public. In general, district events are considered a closed forum; however, when students speak at public events, the district will consider the student's speech to be presented in a limited public forum, as supervised by law. It is a privilege for students to be allowed to speak at district-sponsored public events. All student speakers must be in good standing with the district in order to be eligible to speak. The district defines "good standing" as students without demonstrated behavior and/or attendance problems. Procedures applicable to student speakers are described in Board Policy 2055.

### **TYPE II BEHAVIOR**

Student behavior that is disorderly or unacceptable but does not violate the Type I standards is known as Type II Behavior. Students who engage in Type II Behavior will not receive a superintendent's suspension or an expulsion, but will be disciplined appropriately by the principal or other school official. (See pages 7 and 8 for Type II Behavior Guidelines.)

Type II Behavior includes, but is not limited to, tardiness, skipping class, unexcused absence, leaving school grounds without permission, cheating, fighting, theft, possession of inappropriate toys, gambling, using tobacco products, forgery, littering, profanity, insubordination, refusal to identify self to school officials, failure to wear student ID badge, verbal abuse, obscenities, racial or sexual slanders and slurs, refusal to comply with directions of staff, class disruption, inappropriate dress, trespassing, obscene gestures, lying to school authorities, inappropriate physical contact between students, possession of glass bottles, making false accusations against staff members and any other inappropriate behavior at school or on the school bus as defined by school officials.

Electronic devices and laser pointers, which are not part of the instructional program, are not allowed in school, with the following exceptions: electronic planners may be used as long as their presence and/or use in the classroom are not disruptive. Elementary school students are not allowed to use cell phones or other electronic devices during the school day. Middle and high school students may possess cell phones and other electronic devices. For middle school, the use of these are restricted from the time the student enters the building at the beginning of the school day until the student exits the building after school has been dismissed for the day. These items must be kept off and out of sight. For high school, electronic/portable communication devices may be used on school premises before school begins, during passing periods and at lunch. Use of these devices on school premises at other times during regular school hours is prohibited, except that use of these devices in the instructional areas may be approved by the teacher on a limited basis for instructional purposes only. **THE SCHOOL WILL NOT BE RESPONSIBLE FOR THE LOSS, THEFT OR DAMAGE OF THESE ITEMS.** Due to the capability of modern cellular phones to record images, the Ferguson-Florissant School District has established a policy of no cell phone use, at any time, in bathrooms, locker rooms and any other area used for dressing or changing. Preserving the privacy of all students is important to the district. Students who use devices that are prohibited, disruptive or used inappropriately will be subject to disciplinary action.

A student may not commit acts of sexual harassment or violence against anyone in school.

Sexual harassment and violence includes other verbal, written, physical, visual or electronic contact of a sexual nature. Acts of sexual harassment should be reported to the building principal or to the Assistant Superintendent of Alternative Education at (314) 506-9162.

Profanity and obscenity as well as vulgar language are prohibited at all times on school premises and at school activities. This prohibition extends to and includes classroom instructional activities, school publications and productions.

Any disciplinary action to be taken is at the discretion of the school official. If Type II

Behavior results in a principal's suspension, the principal or designated official will hold an informal conference with the student prior to the suspension and will notify the student's parent, guardian or designee.

If a student repeats a Type II Behavior that could cause substantial problems for the school, the misconduct then becomes Type I Behavior. The principal is then required to issue a principal's suspension and refer the matter to the district hearing designee under the Type I Behavior guideline.

Principals are authorized to establish additional standards of conduct dealing with Type II Behavior in their buildings or on the school bus. Failure of school officials to follow the above procedures does not invalidate an otherwise lawful disciplinary action.

#### **Activities/Athletics Code of Honor**

In order to participate in activities or athletic programs a student must have a signed copy of the Activities/Athletics Code of Honor on file.

### **CONSEQUENCES OF STUDENT MISCONDUCT**

Possible consequences of student misconduct include, but are not limited to, the following:

#### **Commencement Privilege**

Students on suspension for either Type I or Type II misconduct as of the last day of school will not be permitted to participate in commencement exercises and related activities. If the suspension prevents completion of academic work necessary for graduation, this disciplinary consequence may affect a student's graduation or receipt of a diploma.

#### **Suspension**

A suspension is the removal of a student from school for a period up to 180 school days. While on suspension a student may not be on school district property, including district bus stops, or attend any school-sponsored activity. Doing so without the principal's written permission constitutes trespassing and charges may be filed with the police. Students serving a suspension must remain 1,000 feet away from any Ferguson-Florissant School District property. There are two types of suspensions:

#### **Principal's Suspension**

A principal may suspend a student for a period of 1-10 school days (short-term suspension) as a result of Type II Behavior. Parents or guardians will be notified of any principal's suspension. An informal conference with the student shall be held prior to suspension unless the student's presence at school poses a continuing danger to people or property, or an ongoing threat of disruption. If this is the case, the student may be removed immediately from school, and the informal conference will follow as soon as possible. At the informal conference, students have the right to due process:

1. The student will be given oral or written notice of charges.
2. The student will be given an opportunity to present his/her version of the incident.
3. If the student denies the charges, an

oral or written explanation will be given to the student that supports the intended suspension.

4. The principal's suspension may not be appealed.

#### **Superintendent's Suspension**

Following the recommendation of the district hearing designee, the superintendent may issue a student suspension for a period up to 180 school days (long-term suspension) as a result of Type I Behavior. The student, parent, or guardian may appeal the decision of the superintendent to the Board of Education within 30 days of the suspension. All appeals must be in writing to the President of the Board. If an appeal is made, a hearing will be conducted before a committee of the board, which will be appointed by the President of the Board. Until the committee of the board makes a decision on an appeal, the superintendent's suspension remains.

The superintendent, if recommended by the principal or district hearing designee, or if otherwise permitted or required by law, may reduce a superintendent's suspension in length. A contract between the student and the school listing conditions of the student's return will normally precede any reduction in the length of a superintendent's suspension. For instance, in case of student theft, a reduction in the length of suspension may be based upon the student making restitution. If appropriate, the superintendent may also recommend student expulsion.

#### **Exclusion from School for Definite Term**

Following a hearing on misconduct charges, the board may find that expulsion would be too harsh and may order a student excluded from school for a definite period of time, such as the remainder of a semester, school year, or a full school year. After that period has passed, the student may return to school without a request for readmission.

#### **Expulsion**

Following notice to a student's parents or guardians and a hearing on the charges, the Board of Education may permanently remove a student from school. At the hearing, the board will consider the evidence and statements presented by both student and school officials before making the decision to expel.

#### **Reporting to Law Enforcement Officials**

Any felony listed in this section or any act that, if committed by an adult would be a felony listed in this section, is committed on school property, on any school bus or at any school activity must be reported by the appropriate school administrator to the appropriate law enforcement agency as soon as reasonably practical. The following acts are subject to this reporting requirement:

1. First or second degree murder under section 565.020, .021, RSMo;
2. Voluntary or involuntary manslaughter under section 565.023, .024, RSMo;
3. Kidnapping under section 565.110, RSMo;
4. First degree, or second degree assault under section 565.050, .060, RSMo;

5. Rape or sodomy in the first or second degree under section 566.030, 060, 031,061, RSMo;
  6. Burglary in the first degree or second degree under section 569.160, .170, RSMo;
  7. Robbery in the first degree under section 569.020 RSMo;
  8. The possession of a weapon under chapter 571, RSMo;
  9. Distribution of drugs or distribution of drugs to a minor under section 195.211, .212,RSMo;
  10. Arson in the first degree under section 569.040, RSMo;
  11. Felonious restraint under section 565.120, RSMo;
  12. Property damage in the first degree under section 569.100, RSMo;
  13. Child molestation in the first degree pursuant to section 566.067 RSMo;
  14. Sexual abuse in the first degree pursuant to section 566.100, RSMo;
  15. Sexual misconduct involving a child pursuant to section 566.083, RSMo;
  16. Harassment under section 565.090, RSMo ; or
  17. Stalking under section 565.225, RSMo;
  18. Making a terrorist threat pursuant to section 574.115, RSMo
2. The student accumulates ten (10) referrals that result in disciplinary action (excluding tardy, ID, hall-sweeps, and homework violations).
    - o If a student pleads guilty or nolo contendere (no contest) to, receives a suspended execution of sentence for, or has been convicted of a felony he/she would immediately be disqualified from the A+ School Program.
    - o Transfer students:
      1. Transferring Sophomores: six (6) days of suspension and/or seven (7) referrals over three (3) years
      2. Transferring Juniors: four (4) days of suspension and/or five (5) referrals over two (2) years
      3. Transferring Seniors: two (2) days of suspension and/or three (3) referrals over one (1) year
    - Student and parent signatures on the A+ Schools Participation Agreement allow the A+ Coordinator to check discipline records to verify compliance with this requirement.

### **Ferguson-Florissant School District Bus Guidelines**

It is the intention of the Ferguson-Florissant School District to provide a safe and efficient transportation system for the students of our district. The following rules are in place to provide safety for bus riders, pedestrians, and other motor vehicles. Violations of the rules will result in consequences ranging from student conference to loss of bus privileges up to and including the penalties for Type I and Type II Behaviors. Below is the list of rules posted on every bus servicing the district. Students should be at their designated bus stop 5 minutes before the arrival time listed. Please read the list and go over the list with your child(ren).

1. Observe same conduct as in the classroom.
2. Be courteous, use no profane language.
3. Do not eat or drink on the bus.
4. Keep the bus clean.
5. Cooperate with the driver.
6. Do not smoke.
7. Do not be destructive or throw objects on/off the bus.
8. Stay in your seat.
9. Keep head, hands, feet, and all other body parts inside the bus.
10. Bus driver is authorized to assign seats and check student ID badges.

### **Ferguson-Florissant School District Internet Access Guidelines**

The Internet offers many informational resources that are helpful for student projects, research, and other class assignments. Parents, students and district staff need to recognize that there are also sites on the Internet, which are inappropriate for students due to student maturity, and/or site content. Such sites must be avoided by all using the district network and quickly exited if they are

encountered. The final responsibility to avoid inappropriate web sites rests with the Internet user.

All students in Ferguson-Florissant schools will have Internet access when such access is determined appropriate by their teachers; unless parents or guardians inform the principal in writing that they do not want the student to have Internet access.

Any student who does not adhere to the following Internet guidelines will lose Internet access privileges through the school district's network.

Students using the district's Internet access will abide by the following regulations:

1. Students must respect the privacy of others. Users shall not intentionally obtain copies of or modify files, passwords, or data that belong to anyone else. No one should forward personal material without prior consent.
2. All students must respect the legal protection provided by copyright license to programs, books, articles, and data.
3. Students must respect the integrity of computing systems; for example, no one is permitted to develop programs that harass other users, or attempt to infiltrate a computer or computing system.
4. Neither advertising for profit nor campaigns for political office are allowed through the Network.
5. Students must respect the rights of other individuals and not use language that is abusive, profane or offensive.
6. Electronic mail is not guaranteed to be private, and may be monitored at any time. Messages dealing with inappropriate or illegal activities shall be reported to the appropriate authority.
7. Passwords are not to be used by unauthorized individuals. Individuals given the district's passwords will assume responsibility for use of those passwords. If a staff member feels that there is a security problem on the network or misuse of a district password, the matter will be reported to the building principal.
8. All students must abide by existing federal and state laws in force regarding electronic communication. This includes accessing information without authorization, giving passwords out, or causing a system to malfunction.
9. Access to the Internet is considered a privilege. Anyone found using access in a way deemed inappropriate will be denied privileges.
10. Student projects posted on school district servers must be approved by the building technology coordinator, building principal or other school official.

In addition, the superintendent shall notify the appropriate division of the juvenile or family court upon suspension for more than ten (10) days or expulsion of any student who the school district is aware is under the jurisdiction of the court.

### **A+ Program**

Participation in the A+ Program is an honor and a privilege for district students.

To meet the citizenship requirements the following guidelines are in place:

- An A+ student will not sell, possess, or use a controlled substance and or related paraphernalia as defined by law, including alcohol, unless prescribed by a licensed physician. This prohibition applies at all times, whether on or away from school property.
- Citizenship certification will be based on the Student Code of Conduct. All students are expected to comply with school and district policies and regulations.
  - o An affirmed violation of Type I behavior (disposition final), as defined by the Student Code of Conduct, will result in immediate disqualification from the A+ Schools Program.
  - o Repeated violations of Type II Behavior, as defined by the Student Code of Conduct, may result in disqualification from the A+ Schools Program.
    1. The student accumulates eight (8) days of suspension over four (4) years.

### Student Absences and Excuses

A comprehensive system of attendance records will be maintained for each student. Each teacher is responsible for the accurate reporting of daily attendance in the classroom. The building principal is responsible for supplying information to parents or guardians in regard to student absences and for submitting information to the superintendent's office.

The district will contact the Children's Division (CD) of the Department of Social Services or the local prosecutor in cases where the district has a reasonable suspicion that a student's lack of attendance constitutes educational neglect on the part of the parents/guardians or that parents/guardians are in violation of the compulsory attendance law. No such action will be taken unless other strategies and interventions have been implemented and proven ineffective.

If a student in foster care is absent from school due to a decision by a court or child-placing agency to change the student's placement or due to a verified court appearance or related court-ordered activity, the grades and credit of the student will be calculated as of the date the student left school, and no lowering of the student's grades shall occur as a result of the absence under these circumstances.

### Truancy

Students who are absent from class or school without the knowledge and consent of their parents/guardians and the administration, or students who leave school during any session without the consent of the principal, shall be considered truant. Students may also be considered truant if they have accumulated excessive unjustifiable absences, even with the consent of parent/guardians. A student may be subject to disciplinary action up to suspension under Type I, Standard 9 when ten (10) or more days of unexcused absences have occurred.

Note: See Policy 2036 Evaluation of Students, for guidelines on receiving credit for make-up work.

### FFSD Directory Information

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. Statute 1232g; 34 CFR Part 99) is a federal law that protects the privacy of student educational records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their child's educational records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Schools may, but are not required to, disclose educational records to parents of eligible students who are listed as dependents on a parent's federal income tax return.

Parents or eligible students may inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is

impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

If a parent or eligible student believes an education record related to the student contains information that is inaccurate, misleading or in violation of the student's privacy, the parent or eligible student may use the appeals procedures created by the superintendent or designee to request that the district amend the record.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records without consent, to the following parties or under the following conditions (34 CFR Statute 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies, and
- State and local authorities, with a juvenile justice system, pursuant to specific state law.

Schools may disclose, without consent, "directory" information such as a student's name, address, grade level, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, degrees, honors and awards received, most recent educational agency or institution attended, and photographs. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them.

Additionally, the district will disclose the names, addresses and telephone numbers of secondary school students to military recruiters or institutions of higher education as required by law unless the parent or eligible student notifies the district in writing not to disclose the information to those entities.

Parents or eligible students, who do not want directory information released, must notify the school counselor in writing, within 30 days after registration.

### Public Complaints

The board recognizes that situations of

concern to parents/guardians or the public may arise in the operation of the district.

The following procedures are to be followed by persons with questions or complaints regarding the operation of the school district:

1. Complaints on behalf of individual students should first be addressed to the teacher or appropriate staff member.
2. Unresolved matters from (1) above, or problems and questions concerning individual schools, should be directed to the assistant principal/principal of the school.
3. Unresolved matters from (2) above, or problems and questions concerning the school district, should be directed to the respective district level administrators then, if necessary, to the superintendent.
4. If the matter cannot be resolved satisfactorily by the superintendent, it should be brought to the Board of Education in writing. If necessary, a board hearing will be scheduled to resolve the complaint. The decision of the board shall be final except in the case of complaints concerning the administration of federal programs. In that case, the complainant may go to the appropriate section of the Missouri Department of Elementary and Secondary Education and from there on to the United States Secretary of Education.

The board considers it the responsibility of the professional and support staff of the district to field the questions of parents/guardians or the public and shall refer individuals with complaints to the proper staff member as outlined above.

Revised April 2016

**The 2016-17 charts on the following pages contain possible consequences recommended for various Type II infractions.**

| TType II Behavior  |     | Elementary Level (K-6)   |   | Secondary Level (7-12)   |   |
|--|-----|--|---|--|---|
| Infraction   |     | First  | Repeated Offenses   | First  | Repeated Offenses   |
| <b>Bus disruptions</b>   | MIN | verbal reprimand   | bus suspension  | verbal reprimand   | bus suspension  |
|  | MAX | short-term suspension  | long-term suspension  | short-term suspension  | long-term suspension/<br>loss of bus privileges           |
| <b>Cheating</b>  | MIN | student conference/<br>parent involvement                        | in-school suspension/<br>detention  | loss of credit for test<br>or assignment/parent<br>involvement   | short-term suspension                                     |
|  | MAX | In-school suspension/<br>detention                               | short-term suspension   | long-term suspension   | long-term suspension                                      |
| <b>Class disruption</b>  | MIN | ver<br>reprimand   | temporary removal from<br>group/student/parent<br>conference and/or short-<br>term suspension | verbal reprimand/parent<br>involvement                           | short-term suspension                                     |
|  | MAX | short-term suspension  | long-term suspension  | short-term suspension  | long-term suspension                                      |
| <b>Destruction of property</b>   | MIN | student conference/<br>restitution                               | student conference/<br>restitution  | student conference/<br>restitution                               | short-term suspension/<br>restitution                     |
|  | MAX | long-term suspension/<br>restitution                             | long-term suspension/<br>restitution  | long-term suspension/<br>restitution                             | long-term suspension/<br>restitution                      |
| <b>Failure to follow district<br/>Internet policy</b>                          | MIN | temporary loss of<br>Internet privileges                         | semester loss of<br>Internet privileges   | parent conference/<br>temporary loss of<br>privileges            | short-term suspension/<br>loss of privileges              |
|  | MAX | short-term suspension  | long-term suspension  | loss of privileges/<br>short-term suspension                     | long-term suspension/<br>indefinite loss of<br>privileges |
| <b>Fighting/Attending<br/>Fights</b>   | MIN | student conference/<br>parent involvement                        | short-term suspension   | short-term suspension  | long-term suspension                                      |
|  | MAX | long-term suspension   | long-term suspension  | long-term suspension   | long-term suspension                                      |
| <b>Forgery</b>   | MIN | student conference   | in-school suspension/<br>detention  | detention  | short-term suspension                                     |
|  | MAX | short-term suspension  | long-term suspension  | short-term suspension  | long-term suspension                                      |
| <b>Gambling</b>  | MIN | student conference   | parent involvement  | verbal reprimand   | short-term suspension                                     |
|  | MAX | parent involvement   | in-school suspension/<br>detention  | short-term suspension  | long-term suspension                                      |
| <b>Gang-related behavior</b>   | MIN | student conference/<br>parent involvement                        | short-term suspension   | verbal reprimand/<br>parent conference                           | short-term suspension                                     |
|  | MAX | short-term suspension  | long-term suspension  | short-term suspension  | long-term suspension                                      |
| <b>Harassment/Bullying</b>   | MIN | student conference/<br>parent involvement/<br>counselor referral | short-term suspension   | student conference/<br>parent involvement/<br>counselor referral | short-term suspension                                     |
|  | MAX | long-term suspension   | long-term suspension  | long-term suspension   | long-term suspension                                      |
| <b>Improper use of<br/>electronic devices</b>                                  | MIN | (secondary only)   |   | confiscation/<br>parent pickup                                   | confiscation/<br>parent pickup                            |
|  | MAX |  |   | short-term suspension  | long-term suspension                                      |
| <b>Inappropriate dress</b>   | MIN | parent involvement/<br>corrective action                         | detention/in- school<br>suspension  | corrective action/<br>parent involvement                         | detention and<br>corrective action                        |
|  | MAX | short-term suspension  | long-term suspension  | short-term suspension  | long-term suspension                                      |
| <b>Inappropriate physical<br/>contact between student/<br/>hitting/pushing</b> | MIN | student conference/<br>parent involvement                        | parent involvement  | verbal reprimand /<br>parent involvement                         | in-school suspension/<br>short-term suspension            |
|  | MAX | short-term suspension  | long-term suspension  | short-term suspension  | long-term suspension                                      |
| <b>Insubordination</b>   | MIN | student conference/<br>parent involvement/<br>counselor referral | in-school suspension/<br>detention  | detention/<br>in-school suspension                               | detention/<br>in-school suspension                        |
|  | MAX | short-term suspension  | long-term suspension  | long-term suspension   | long-term suspension                                      |
| <b>Leaving class without<br/>permission</b>                                    | MIN | parent involvement   | in-school suspension/<br>detention  | verbal reprimand /<br>detention                                  | short-term suspension                                     |
|  | MAX | short-term suspension  | long-term suspension  | short-term suspension  | long-term suspension                                      |
| <b>Leaving school grounds<br/>without permission</b>                           | MIN | parent involvement   | short-term suspension   | detention/<br>in-school suspension                               | in-school suspension                                      |
|  | MAX | short-term suspension  | long-term suspension  | short-term suspension  | long-term suspension                                      |
| <b>Littering</b>   | MIN | student conference   | parent involvement  | verbal reprimand   | detention   |
|  | MAX | parent involvement   | in-school suspension/<br>detention  | detention  | short-term suspension                                     |
| <b>Lying to school authorities</b>   | MIN | student conference/<br>parent involvement/<br>counselor referral | in-school suspension/<br>detention  | student conference/<br>parent involvement                        | detention/<br>in-school suspension                        |
|  | MAX | short-term suspension  | long-term suspension  | long-term suspension   | long-term suspension                                      |

| Type II Behavior   | Elementary Level (K-6) |   |                                    | Secondary Level (7-12)  |                                       |
|--|------------------------|---|------------------------------------|---|---------------------------------------|
| Infraction   |                        | First   | Repeated Offenses                  | First   | Repeated Offenses                     |
| <b>Making proven false accusations against staff members</b>   | MIN                    | student conference/<br>parent involvement/<br>counselor referral  | short-term suspension              | short-term suspension   | short-term suspension                 |
|  | MAX                    | long-term suspension  | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Obscene gestures</b>  | MIN                    | student conferences/<br>counselor referral                        | parent involvement                 | verbal reprimand  | detention                             |
|  | MAX                    | short-term suspension   | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Possession or use of tobacco products/<br/>paraphernalia, including e-cigarettes*</b>   | MIN                    | student conference/<br>parent involvement/<br>counselor referral  | short-term suspension              | warning/confiscation  | short-term suspension                 |
|  | MAX                    | short-term suspension   | long-term suspension               | short-term suspension   | long-term suspension                  |
| <b>Profanity/obscenities or possession of profane or obscene materials</b>   | MIN                    | student conference/<br>parent involvement                         | in-school suspension/<br>detention | verbal reprimand  | detention/<br>in-school suspension    |
|  | MAX                    | short-term suspension   | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Racial slanders and slurs</b>   | MIN                    | student conference/<br>parent involvement/<br>counselor referral  | in-school suspension/<br>detention | detention/<br>in-school suspension                                | short-term suspension                 |
|  | MAX                    | short-term suspension   | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Refusal to comply with directions of staff</b>  | MIN                    | student conference  | parent involvement                 | detention/<br>in-school suspension                                | detention/<br>in-school suspension    |
|  | MAX                    | parent involvement  | short-term suspension              | long-term suspension  | long-term suspension                  |
| <b>Sexual Harassment</b>   | MIN                    | student conference/<br>parent involvement &<br>counselor referral | short-term suspension              | student conference/<br>parent involvement &<br>counselor referral | short-term suspension                 |
|  | MAX                    | long-term suspension  | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Skipping class</b>  | MIN                    | parent contact  | short-term suspension              | parent contact/<br>detention                                      | in-school suspension/<br>detention    |
|  | MAX                    | short-term suspension   | long-term suspension               | short-term suspension   | long-term suspension                  |
| <b>Tardiness</b>   | MIN                    | student conference  | parent involvement                 | verbal reprimand  | detention                             |
|  | MAX                    | parent involvement  | detention                          | detention   | short-term suspension                 |
| <b>Theft</b>   | MIN                    | parent involvement  | short-term suspension              | conference/restitution  | short-term suspension/<br>restitution |
|  | MAX                    | short-term suspension   | long-term suspension               | long-term suspension/<br>restitution                              | long-term suspension/<br>restitution  |
| <b>Threats</b>   | MIN                    | student conference  | parent involvement                 | student conference  | short-term suspension                 |
|  | MAX                    | long-term suspension  | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Throwing Objects</b>  | MIN                    | student conference  | parent involvement                 | student conference  | short-term suspension                 |
|  | MAX                    | long-term suspension  | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Trespassing</b>   | MIN                    | parent involvement  | parent involvement                 | verbal reprimand  | short-term suspension                 |
|  | MAX                    | short-term suspension   | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Use of electronic devices during the school day</b>   | MIN                    | confiscation  | confiscation                       | (elementary only)   |                                       |
|  | MAX                    | short-term suspension   | short/long-term suspension         |   |                                       |
| <b>Verbal Abuse</b>  | MIN                    | student conference  | parent involvement                 | verbal reprimand/<br>student mediation                            | detention                             |
|  | MAX                    | short-term suspension   | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Any other inappropriate behavior at school, on the school bus, or en route to and from school, as defined by school officials</b> | MIN                    | verbal reprimand  | verbal reprimand                   | verbal reprimand  | verbal reprimand                      |
|  | MAX                    | short-term suspension   | long-term suspension               | long-term suspension  | long-term suspension                  |
| <b>Failure to wear student I.D. badge on school grounds and the school bus (middle school &amp; high school)</b>                     |                        |   |                                    |   |                                       |
| Middle School.....1st offense = Warning  |                        | Repeated offenses = pay for replacement charge                    |                                    |   |                                       |
| High School.....1st offense = Warning  |                        | Repeated offenses = \$1.50 fine - parent notification             |                                    |   |                                       |

**"Under district policy, corporal punishment is not permitted."**

Additional Copies of the Student Code of Conduct are available at Ferguson-Florissant schools. this pamphlet summarizes the Ferguson-Florissant School District's Student Code of Conduct policy. A separate policy concerning the discipline of students with disabilities is also available upon request. Please call our Safe Schools Hotline at 889-SAFE (7233) to report any violations of the Student Code of Conduct.

**I have received and read a copy of the 2016-17 Student Code of Conduct.**

Please detach and return to the Principal's Office



Student name \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

School \_\_\_\_\_

Grade \_\_\_\_\_