

West Plains Schools Board of Education  
Regular Session Meeting  
5:00 P.M. November 15, 2016  
West Plains High School

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. OPEN SESSION – for a motion to go into closed session**
- IV. CLOSED (EXECUTIVE) SESSION**
  - A. Adjournment to Closed Executive Session**
    - 1. Pursuant to Section 610.021.3 Personnel Matters
    - 2. Pursuant to Section 610.021.6 Student Matters
  - B. Adjournment from Closed Executive Session**
- V. CALL TO ORDER – The regular Session of the School Board meeting will be called to order at 6:00 P.M.**
- VI. PLEDGE OF ALLEGIANCE - West Plains High School Softball Team**
- VII. ROLL CALL AND ESTABLISHMENT OF QUORUM**
- VIII. APPROVAL OF AGENDA**
- IX. CONSENT AGENDA - Items considered routine in nature to be voted on in one motion to conserve time. If discussion is desired, that item will be removed from the Consent Agenda and will become the first item under the Regular Agenda**
  - A. Approval of Minutes From Meeting Oct. 18, 2016 and special meeting Oct. 24, 2016**
  - B. Payment of Bills**
  - C. Monthly Finance Report**
  - D. Program Evaluations:** 1) Food Service
  - E. Approval Request for resignations:** 1) Suzanna Kimes 2) Roy Conchinha 3) Jeffery Holland 4) Diane Slavings 5) Gus Steckman
  - F. Approval will be requested for the employment of individuals as recommended by the Superintendent of Schools:** Paraprofessional, Substitutes list, English Teacher, Recess Monitor
- X. REGULAR AGENDA**
  - A. Previous Business for Approval, Discussion or Information Only**
    - 1. Academic Update (*Goal 1, Obj. 2*)
    - 2. MSBA Policy Updates, 2<sup>nd</sup> Read (*Goal 3, Obj. 1*)
  - B. New Business for Approval, Discussion or Information Only**
    - 1. Board Candidate Filing Dates – Dec. 20, 2016 – Jan. 17, 2017 (*Goal 5, Obj. 2*)
    - 2. 2016 Annual Audit Review (*Goal 6, Obj. 1*)
    - 3. Surplus Item Request (*Goal 6, Obj. 2*)
    - 4. Superintendent’s Report (*Goal 3, Obj. 2*)
- XI. ADJOURNMENT**
- XII. ADJOURN TO ADDITIONAL CLOSED (EXECUTIVE) SESSION – this session is reserved to complete any unfinished business from the closed (executive) session from the beginning of the meeting.**
- XIII. ADJOURNMENT - Next Board Meeting Scheduled for December 20, 2016, at 5:00 P.M., Central Administration Office**

West Plains R-7 Board of Education  
Regular Session Meeting  
5:00 P.M. October 18, 2016  
Board of Education Building  
Minutes

- I. CALL TO ORDER: Jim Thompson called the meeting to order at 5:10 p.m.
- II. MOVE TO CLOSED (EXECUTIVE) SESSION. Mrs. Tyree made a motion to move into Closed Session to discuss items pursuant to Section 610.021.2 Real Estate Matters and Section 610.021.3 Personnel Matters and Section 610.021.6 Student Matters. The motion was seconded by Mr. Riggs and voted as follows: AYE: Jim Thompson, Cindy Tyree, Sam Riggs, Courtney Beykirch and Lee Freeman. NAY: None.
- III. RETURN TO OPEN SESSION. Jim Thompson called the meeting to order at 5:56 p.m.
- IV. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led FFA Trap Team members and Girls Golf Team.
- V. ROLL CALL: Board members present: Jim Thompson, Cindy Tyree, Sam Riggs, Courtney Beykirch and Lee Freeman. Absent: Brian Mitchell and Elizabeth Bennett. Also in attendance: Superintendent Dr. John Mulford, Assistant Superintendents Dr. Scott Smith, Dr. Luke Boyer, Dr. Julie Williams and Board Secretary Linda Y. Collins.
- VI. APPROVAL OF AGENDA. Jim Thompson indicated an amendment to the Consent Agenda, Item E. Resignations – Add Nikki Meyers. Mrs. Tyree made a motion to approve the Agenda as amended. The motion was seconded by Mr. Riggs and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mrs. Beykirch and Mr. Freeman. NAY: None. ABSTAIN: None.
- VII. CONSENT AGENDA - (Items considered routine in nature to be voted on in one motion to conserve time. If discussion is desired, that item will be removed from the Consent Agenda and will become the first item under the Regular Agenda
  - A. Approval of Regular Board Meeting Minutes from September 20, 2016
  - B. Payment of Bills
  - C. Monthly Finance Report
  - D. Program Evaluations
    - Attendance, Retention and Suspension
  - E. Approval Request for Resignations or Termination
    - Allison Wilson Paraprofessional
    - Elisha Moss HS Secretary
    - Marilyn Momper HS Teacher (English)
    - Nikki Meyers HS Secretary
  - F. Approval Request for the employment of individuals as recommended by the Superintendent of Schools:
    - Roy Conchinha HS Custodian
    - Nicole Harris MS Secretary
    - Brandon Hunt Paraprofessional
    - Kelsy Temple HS Secretary

Substitute Bus Drivers  
○ Robert Manzano

Substitute Teachers

- Megan Berry
- Lucille Brown
- Teresa Ehrhart
- Stormy MacDonald
- Cindy Rasor
- Misty Rutledge

Mrs. Beykirch made a motion to approve the Consent Agenda The motion was seconded by Mr. Riggs and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mrs. Beykirch and Mr. Freeman. NAY: None

VIII. REGULAR AGENDA

A. Previous Business for Approval , Discussion or Information Only

1. Academic Update. (*Goal 1, Obj. 2*)
2. MSBA Conference Recap (*Goal 5, Obj. 1*). The board shared varied learning experiences gained at the conference.

B. New Business for Approval, Discussion or Information Only

1. MSBA Policy Updates, 1<sup>st</sup> Read. (*Goal 3, Obj. 1*)  
Policy updates related to legislative changes regarding bullying, hazing and suicide prevention. Second read and approval is set for next month.
2. Approval to Solicit Bids for Buses. (*Goal 6, Obj. 2*)  
Mr. Freeman made a motion to allow permission to solicit bids for buses for the transportation department. The motion was seconded by Mrs. Beykirch and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mrs. Beykirch and Mr. Freeman. NAY: None.
3. Approval of Track Maintenance. (*Goal 6, Obj.2*) Greg Simpkins gave update on state of high school track and review of maintenance needed. Track is due for necessary repairs: re-rubber, recoat and restripe. Cost will be \$76,800. Mr. Riggs made a motion to approve the track maintenance with United Sport Systems for \$76,800. The motion was seconded by Mr. Freeman and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mrs. Beykirch and Mr. Freeman. NAY: None. ABSTAIN: None
4. Resolution of Intent for FEMA at South Fork Elementary (*Goal 6, Obj. 2*) Dr. Mulford informed the Board that the application for a FEMA building at South Fork is ready to progress to application stage. The board will be required to approve a resolution to continue and if awarded a grant, can still back out. Mrs. Tyree made a motion to approve the resolution of intent for FEMA at South Fork Elementary. The motion was seconded by Mrs. Beykirch and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mrs. Beykirch and Mr. Freeman. NAY: None. ABSTAIN: None
5. The Superintendent Report provides an opportunity for the Board of Education to be updated on various educational topics and items of interest to the District.

IX. ADJOURNMENT. At 6:52 p.m. Mrs. Tyree made a motion to adjourn from Open Session. The motion was seconded by Mrs. Beykirch and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mrs. Beykirch and Mr. Freeman. NAY: None. ABSTAIN: None.

“Excellence in Education, Service, Life.”

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Jimmy E. Thompson, President

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Linda Y. Collins, Secretary

Next Board Meeting Scheduled November 15, 2016 at 5:00 P.M, Board of Education  
Building

## **West Plains R-7 Board of Education**

### **Special Session Meeting**

**12:15 P.M. October 24, 2016**

**Board of Education Building**

### **Minutes**

- I. OPEN SESSION**
- II. CALL TO ORDER:** Jim Thompson called the meeting to order at 12:15 p.m.
- III. PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Board Members.
- IV. ROLL CALL:** Board members present: Jim Thompson, Cindy Tyree, Sam Riggs, Brian Mitchell, Courtney Beykirch and Lee Freeman. Absent: Elizabeth Bennett. Also in attendance: Superintendent Dr. John Mulford, Assistant Superintendent Dr. Luke Boyer, Dr. Scott Smith and Board Secretary Linda Y. Collins.
- V. APPROVAL OF AGENDA.** Mrs. Tyree made a motion to approve the Agenda as presented. The motion was seconded by Mrs. Beykirch and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mr. Mitchell, Mrs. Beykirch and Mr. Freeman. NAY: None. ABSTAIN: None.
- VI. REGULAR AGENDA**
  - A. FEMA Safe Room Application – South Fork Elementary**
    - 1. Approval of Project Manager.**

Mr. Riggs made a motion to approve SCOCOG (South Central Ozark Council of Governments) as Project Manager for the FEMA Safe Room Application at South Fork Elementary. The motion was seconded by Mr. Freeman and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mr. Mitchell, Mrs. Beykirch and Mr. Freeman. NAY: None. ABSTAIN: None.
    - 2. Approval of Project Architect.** Mrs. Beykirch made a motion to engage SAPP as the Project Architect for the FEMA Safe Room Application at South Fork Elementary. The motion was seconded by Mr. Mitchell and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mr. Mitchell, Mrs. Beykirch and Mr. Freeman. NAY: None. ABSTAIN: None.
- VII. ADJOURNMENT.** At 12:25 p.m. Mrs. Tyree made a motion to adjourn the meeting. The motion was seconded by Mr. Freeman and voted as follows: AYE: Mr. Thompson, Mrs. Tyree, Mr. Riggs, Mr. Mitchell, Mrs. Beykirch and Mr. Freeman. NAY: None. ABSTAIN: None.

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**Jimmy E. Thompson, President**

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“Excellence in Education, Service, Life.”

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**Linda Y. Collins, Secretary**

**Next Board Meeting Scheduled for November 15, 2016 At 5:00 P.M.**

West Plains R-VII School District  
 ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING  
 Accounts Payable COMPUTER Check Register

09:05:05 07 NOV 2016

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CK CD	CHK NUM	CK DATE	VENDOR NAME	AMOUNT
CC	6316	11/07/16	005436 4N6 FANATICS	150.00
CC	6317	11/07/16	005189 ALDI INC.	272.21
CC	6318	11/07/16	005189 ALDI INC.	19.69
CC	6319	11/07/16	005189 ALDI INC.	25.18
CC	6320	11/07/16	000008 AMAZON	518.15
CC	6321	11/07/16	000008 GE MONEY BANK/AMAZON	873.52
CC	6322	11/07/16	000008 AMAZON.COM, INC.	1,801.68
CC	6323	11/07/16	000008 AMAZON MARKETPLACE	2,610.56
CC	6324	11/07/16	003506 AMERICAN AIRLINES	1,705.90
CC	6325	11/07/16	000169 AMERICAN RED CROSS	324.00
CC	6326	11/07/16	000239 BIG LOTS #1157	19.38
CC	6327	11/07/16	000004 BRAINPOP.COM	2,295.00
CC	6328	11/07/16	005439 BREAKOUT, INC.	218.00
CC	6329	11/07/16	003838 BRODER BROTHERS	486.55
CC	6330	11/07/16	003101 CASEY'S GENERAL STORE	100.90
CC	6331	11/07/16	003101 CASEY'S GENERAL STORE #2838	15.10
CC	6332	11/07/16	003101 CASEY'S GENERAL STORE	12.50
CC	6333	11/07/16	003101 CASEY'S GENERAL STORE	19.50
CC	6334	11/07/16	003101 CASEY'S GENERAL STORE #2838	17.15
CC	6335	11/07/16	004393 CASH SAVER	597.32
CC	6336	11/07/16	005451 CC'S CITY BROILER	80.76
CC	6337	11/07/16	002469 CHEN'S GARDEN	349.50
CC	6338	11/07/16	003007 CHICK-FIL-A	210.00
CC	6339	11/07/16	005434 CLARION INN & SUITES	715.68
CC	6340	11/07/16	005284 CPI	1,489.00
CC	6341	11/07/16	003206 CULVER'S	59.93
CC	6342	11/07/16	000414 DEMCO	55.32
CC	6343	11/07/16	000428 DICK BLICK	32.19
CC	6344	11/07/16	003861 DOLLAR TREE STORES, INC	166.00
CC	6345	11/07/16	000438 DOMINOS PIZZA	675.55
CC	6346	11/07/16	005467 DRI DRFONE-10S SYSTEM	69.95
CC	6347	11/07/16	005395 DRURY INN & SUITES JOPLIN	134.92
CC	6348	11/07/16	005440 DRURY INN & SUITES-SOUTHWEST	128.48
CC	6349	11/07/16	005367 DXE MEDICAL, INC.	350.00
CC	6350	11/07/16	003014 EL CHARRO WEST PLAINS	35.44
CC	6351	11/07/16	003933 EL RANCHO TRUCK STOP	33.36
CC	6352	11/07/16	005443 ENTERPRISE RENT-A-CAR	197.28
CC	6353	11/07/16	005032 EXXON MOBIL	31.61
CC	6354	11/07/16	004998 FACEBOOK	75.17
CC	6355	11/07/16	000080 FLAGHOUSE INC.	71.51
CC	6356	11/07/16	000530 FOLLETT SCHOOL SOLUTIONS, INC.	712.70
CC	6357	11/07/16	000530 FOLLETT SCHOOL SOLUTIONS, INC.	95.49
CC	6358	11/07/16	004164 FORMAL FASHIONS, INC.	434.35
CC	6359	11/07/16	000577 GLASS SWORD CINEMA	60.00
CC	6360	11/07/16	005466 GOLD-N-GLAZE DONUTS	159.80
CC	6361	11/07/16	002698 GREAT SCRUBS & MORE	61.68
CC	6362	11/07/16	005460 GRUMPS GRUB	8.00
CC	6363	11/07/16	005460 GRUMPS GRUB	42.67
CC	6364	11/07/16	005223 HACH COMPANY	401.67
CC	6365	11/07/16	005452 HAMPTON INN & SUITES	577.80
CC	6366	11/07/16	005428 HAMPTON INN & SUITES-WOODLAND	354.18
CC	6367	11/07/16	000638 HAWTHORNE EDUCATIONAL	132.00
CC	6368	11/07/16	004994 HILTON GARDEN INN	248.52

West Plains R-VII School District  
 ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING  
 Accounts Payable COMPUTER Check Register

CK CD	CHK NUM	CK DATE	VENDOR NAME	AMOUNT
CC	6369	11/07/16	005028 HISET	190.00
CC	6370	11/07/16	004834 HOBBY LOBBY STORE #585	16.26
CC	6371	11/07/16	004599 HOLIDAY INN EXECUTIVE CENTER	195.16
CC	6372	11/07/16	000677 HOLIDAY INN EXPRESS	4,479.68
CC	6373	11/07/16	005133 PAY HOMEAWAY	2,090.67
CC	6374	11/07/16	003291 OZARK AWARDS	30.00
CC	6375	11/07/16	000719 HOWELL OREGON ELECTRIC	1,971.56
CC	6376	11/07/16	002897 HEROES COFFEE	55.99
CC	6377	11/07/16	002999 IMO'S PIZZA	117.59
CC	6378	11/07/16	000748 IPA EDUCATIONAL SUPPLY	22.89
CC	6379	11/07/16	000754 J.W. PEPPER & SON INC.	70.94
CC	6380	11/07/16	003442 JIMMY JOHNS #2800	113.36
CC	6381	11/07/16	003352 KUM & GO	17.50
CC	6382	11/07/16	003352 KUM & GO	13.70
CC	6383	11/07/16	005435 LAS XPRESS	52.00
CC	6384	11/07/16	002450 LITTLE CAESAR'S PIZZA	136.57
CC	6385	11/07/16	005441 MACADOODLES	21.00
CC	6386	11/07/16	000908 MAESP	285.00
CC	6387	11/07/16	005446 MAGICTRICKS.COM	108.94
CC	6388	11/07/16	005456 MARRIOTT HOTEL	334.95
CC	6389	11/07/16	004637 MARRIOTT SPRINGHILL SUITES	619.05
CC	6390	11/07/16	003032 MCDONALD'S	17.05
CC	6391	11/07/16	003032 MCDONALD'S	18.11
CC	6392	11/07/16	003032 MCDONALD'S	6.17
CC	6393	11/07/16	003722 MEXICAN VILLA	21.80
CC	6394	11/07/16	000988 MISSOURI DEPARTMENT OF	42.75
CC	6395	11/07/16	000986 CSI MISSOURI DEPARTMENT OF REV	526.92
CC	6396	11/07/16	001026 MOAHPERD	375.00
CC	6397	11/07/16	001028 MOASBO	75.00
CC	6398	11/07/16	003819 C&K CLOTHING	21.52
CC	6399	11/07/16	001048 MSBA	45.00
CC	6400	11/07/16	004301 MURPHY EXPRESS 8545	24.75
CC	6401	11/07/16	001081 NASSP/NHS/NJHS	42.00
CC	6402	11/07/16	004828 NATIONAL ART EDUCATION ASSOCIA	225.00
CC	6403	11/07/16	004206 NATIONAL SOFTWARE, INC.	179.95
CC	6404	11/07/16	005465 NEW READERS PRESS	28.50
CC	6405	11/07/16	005462 NEW YORK HILTON MIDTOWN	319.06
CC	6406	11/07/16	002492 NSPRA	185.00
CC	6407	11/07/16	003393 OLIVE GARDEN	136.87
CC	6408	11/07/16	005131 ONE STOP	162.09
CC	6409	11/07/16	001132 ORIENTAL TRADING CO.	364.82
CC	6410	11/07/16	002965 PAYPAL LAPTOP MATE	12.99
CC	6411	11/07/16	000054 NCS PEARSON, INC.	343.44
CC	6412	11/07/16	000055 PEARSON EDUCATION ORDER DEPT.	399.76
CC	6413	11/07/16	004323 PHILLIPS 66-MPC23	29.00
CC	6414	11/07/16	005464 POLL EVERYWHERE, INC.	499.00
CC	6415	11/07/16	003540 RAMEY	221.55
CC	6416	11/07/16	001197 PRO-ED	220.00
CC	6417	11/07/16	004841 PROJECT LEAD THE WAY, INC.	180.00
CC	6418	11/07/16	003411 QUILL.COM	138.38
CC	6419	11/07/16	005429 RAPID ROBERTS	55.71
CC	6420	11/07/16	001234 REALLY GOOD STUFF INC.	33.17
CC	6421	11/07/16	000736 RICOH USA, INC.	2,980.78



West Plains R-VII School District  
 ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING  
 Accounts Payable COMPUTER Check Register

CK CD	CHK NUM	CK DATE	VENDOR NAME	AMOUNT
CC	6422	11/07/16	000737 RICOH USA, INC.	3,526.98
CC	6423	11/07/16	002452 SAM'S CLUB	47.30
CC	6424	11/07/16	005246 SAVOR GRILL & BBQ	151.71
CC	6425	11/07/16	001591 SCHOLASTIC	49.03
CC	6426	11/07/16	001309 SCHWEGMAN OFFICE SUPPLY	106.74
CC	6427	11/07/16	002551 THE UPS STORE	14.85
CC	6428	11/07/16	003324 SHAKESPEARE'S PIZZA	18.98
CC	6429	11/07/16	004865 SHELL OIL 145	44.01
CC	6430	11/07/16	001329 SHIFFLER EQUIPMENT SALES	118.37
CC	6431	11/07/16	002896 SHOE SENSATION	248.23
CC	6432	11/07/16	005437 SPEECHGEEK	225.00
CC	6433	11/07/16	003887 SPRING DIPPER	49.00
CC	6434	11/07/16	001391 SPRINGFIELD STAMP &	20.30
CC	6435	11/07/16	000155 TAN TAR A RESORT	314.93
CC	6436	11/07/16	002991 STEAK 'N SHAKE	6.23
CC	6437	11/07/16	000129 SUBWAY	36.34
CC	6438	11/07/16	000129 SUBWAY	264.28
CC	6439	11/07/16	000129 SUBWAY	165.00
CC	6440	11/07/16	005445 SUPER 8	1,296.40
CC	6441	11/07/16	005444 SUPER PARK TERMINAL 2	89.00
CC	6442	11/07/16	004080 TEACHERSPAYTEACHERS.COM	10.00
CC	6443	11/07/16	004080 TEACHERSPAYTEACHERS.COM	142.97
CC	6444	11/07/16	001425 THE BATTERY STATION LLC	45.60
CC	6445	11/07/16	003681 THE DONUT PALACE	139.31
CC	6446	11/07/16	001458 TWIN PONDS SCREENPRINT	640.00
CC	6447	11/07/16	002845 VERIZON WIRELESS	1,839.36
CC	6448	11/07/16	003479 WALGREENS	129.72
CC	6449	11/07/16	003479 WALGREENS	13.16
CC	6450	11/07/16	001502 WALMART COMMUNITY	4,632.63
CC	6451	11/07/16	004581 WEBSTaurant STORE	56.05
CC	6452	11/07/16	004944 PHILLIPS CAPITAL PARTNERS, INC.	80.00
CC	6453	11/07/16	001534 WESTERN PSYCHOLOGICAL	101.75
CC	6454	11/07/16	004069 WESTLAKE ACE HARDWARE	51.97

\*\*\*\*\* GRAND TOTAL AMOUNT OF ALL CHECKS REPORTED FOR CODE CC \*\*\*\*\*

53,881.95\*

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

**\*\*\*AFTER NOVEMBER BOARD CHECKS FOR APPROVAL #64441 - #64504\*\*\***

10	64441	10/18/16	119	AIRGAS USA,LLC	\$58.05
10	64442	10/18/16	660	HILLYARD/SPRINGFIELD	\$13,248.59
10	64443	10/18/16	1595	MISSOURI VOCATIONAL ENTERPRISE	\$1,200.00
10	64444	10/18/16	3819	C&K CLOTHING	\$29.99
10	64445	10/18/16	1580	OPAA FOOD MANAGEMENT INC.	\$116,012.90
10	64446	10/18/16	1168	PEPSI MIDAMERICA	\$5,413.93
10	64447	10/18/16	4841	PROJECT LEAD THE WAY,INC.	\$77,179.05
10	64448	10/18/16	5457	RYAN CRAIG	\$754.50
10	64449	10/18/16	3925	SPRINGFIELD MUSIC	\$35.00
10	64450	10/18/16	1458	TWIN PONDS SCREENPRINT	\$918.70
10	64451	10/18/16	1524	WEST PLAINS PROPANE INC.	\$13,116.35
AD	64452	10/18/16	4519	ANTHONY MORRIS	\$159.00
AD	64453	10/18/16	4519	ANTHONY MORRIS	\$203.00
AD	64454	10/18/16	2911	BOB FLOREZ	\$115.00
AD	64455	10/18/16	598	GREG ALFORD	\$20.00
AD	64456	10/18/16	5354	JAMES R DENTON	\$115.00
AD	64457	10/18/16	5354	JAMES R DENTON	\$115.00
AD	64458	10/18/16	5354	JAMES R DENTON	\$115.00
AD	64459	10/18/16	5354	JAMES R DENTON	\$115.00
AD	64460	10/18/16	4546	KWASI OFORI-YEBOAH	\$169.00
AD	64461	10/18/16	1061	LIBERTY HIGH SCHOOL	\$100.00
AD	64462	10/18/16	5433	LIBERTY SWIM TEAM BOOSTERS	\$70.00
AD	64463	10/18/16	897	LOGAN-ROGERSVILLE SCHOOLS	\$150.00
AD	64464	10/18/16	3819	MONTY'S OUTDOORS	\$2,409.50
AD	64465	10/18/16	1040	MOUNTAIN GROVE R-III	\$60.00
AD	64466	10/18/16	5199	ROLLIN H SMITH III	\$159.00
AD	64467	10/18/16	5199	ROLLIN H SMITH III	\$203.00
AD	64468	10/18/16	1389	SPRINGFIELD PUBLIC SCHOOLS	\$150.00
AD	64469	10/18/16	3249	TIMOTHY BROWN	\$203.00
10	64473	10/20/16	259	BRAD GUFFEY CHEV-OLD	\$28,060.60
10	64474	10/20/16	273	BROCAW BEARING & DRIVE	\$68.10
10	64475	10/20/16	4341	NASN	\$525.00
10	64476	10/20/16	1203	PSAT/NMSQT	\$390.00
10	64477	10/20/16	5458	SCHOOL OF THE OSAGE HIGH SCHOO	\$196.00
10	64478	10/20/16	5459	UNITED SPORT SYSTEMS LLC	\$38,400.00
10	64479	10/28/16	1744	AGILE SPORTS TECHNOLOGIES	\$2,599.00
10	64480	10/28/16	5461	PAUL LANCE HAYHURST	\$675.00
10	64481	10/28/16	2842	SCIENTIFIC LEARNING CORP.	\$11,900.00
10	64482	10/28/16	259	BRAD GUFFEY CHEV-OLD	\$21,299.26
10	64483	10/28/16	5463	WEST PLAINS LIONS CLUB	\$317.00
10	64484	10/31/16	4111	BRANSON ON STAGE LIVE	\$8,698.00
10	64485	10/31/16	1248	REPUBLIC HIGH SCHOOL	\$73.00

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	64486	10/31/16	1539	WILLARD HIGH SCHOOL	\$159.00
10	64487	11/03/16	4111	BRANSON ON STAGE LIVE	\$660.00
10	64488	11/03/16	5239	TAYLOR GATLIN	\$2,087.00
10	64504	11/10/16	1849	SUSAN CARTER	\$200.00

Total Amount Reported Since Last Board Meeting For Approval:      **\$348,904.52**

**\*\*\* NOVEMBER BOARD CHECKS FOR APPROVAL #64505 - #64710 \*\*\***

10	64505	11/15/16	3757	5 STAR CLEANERS	\$1,233.75
10	64506	11/15/16	119	AIRGAS USA,LLC	\$29.76
10	64507	11/15/16	125	RIDDELL/ALL AMERICAN SPORTS CO	\$77.30
10	64508	11/15/16	4802	ALPHA IMAGING SUPPLIES,INC.	\$1,980.00
10	64509	11/15/16	5473	ALYSSA HOLLINGSHAD	\$57.60
10	64510	11/15/16	189	AREAWIDE MEDIA INC.	\$78.00
10	64511	11/15/16	1832	ATI,LLC	\$1,100.00
10	64512	11/15/16	2814	B&H INDUSTRIAL SERVICE	\$143.99
10	64513	11/15/16	1868	DIANA L BARNARD	\$78.00
10	64514	11/15/16	770	JERRY C. BEAN	\$100.00
10	64515	11/15/16	2214	SUSAN M BOWLES	\$121.60
10	64516	11/15/16	1607	LUKE A BOYER	\$100.40
10	64517	11/15/16	5388	BRENNA WILLIAMS	\$35.20
10	64518	11/15/16	273	BROCAW BEARING & DRIVE	\$15.04
10	64519	11/15/16	1844	KAROL BROWN	\$86.40
10	64520	11/15/16	1854	NANCY BROWN	\$48.80
10	64521	11/15/16	279	BSN SPORTS INC	\$685.86
10	64522	11/15/16	2700	BUCKEYE CLEANING CENTER	\$60.54
10	64523	11/15/16	292	CABOOL ENTERPRISE INC.	\$185.65
10	64524	11/15/16	299	CAPE ELECTRICAL SUPPLY LLC	\$1,236.62
10	64525	11/15/16	1849	SUSAN CARTER	\$9.74
10	64526	11/15/16	4393	CASH SAVER	\$61.04
10	64527	11/15/16	5215	CASSIDY SOLODKOV	\$66.00
10	64528	11/15/16	309	CAWVEYS ELECTRIC MOTOR	\$656.52
10	64529	11/15/16	5277	CENTERPOINT ENERGY SERVICES RE	\$1,551.12
10	64530	11/15/16	314	CENTRAL STATES BUS	\$1,224.02
10	64531	11/15/16	316	CENTURYLINK	\$4,549.71
10	64532	11/15/16	1213	CENTURYLINK	\$179.62
10	64534	11/15/16	2607	CINTAS #569	\$470.80
10	64535	11/15/16	332	CITY OF WEST PLAINS	\$25,841.12
10	64536	11/15/16	333	CITY UTILITIES	\$319.20
10	64537	11/15/16	333	CITY UTILITIES	\$35,731.26
10	64538	11/15/16	5370	CKC DATA SOLUTIONS	\$588.48
10	64539	11/15/16	2591	MICHAEL L COCHRAN	\$6,483.25
10	64540	11/15/16	347	COLORVISION CORPORATION	\$7,398.90

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	64541	11/15/16	35	COLORVISION	\$354.76
10	64542	11/15/16	5337	THOMAS COOPER	\$157.60
10	64543	11/15/16	4178	CORLEY PRITCHARD OSBORNE TECH	\$15,277.50
10	64544	11/15/16	3480	SCOTT CRESSMAN	\$180.00
10	64545	11/15/16	3190	CUSTOMFORM	\$205.00
10	64546	11/15/16	5408	D&D EQUIPMENT SALES,INC.	\$28,950.93
10	64547	11/15/16	4068	DAVENPORT GROUP	\$20,286.00
10	64548	11/15/16	1956	DAVID HALL	\$99.48
10	64549	11/15/16	2628	LEANN S DAVIDSON	\$37.69
10	64550	11/15/16	5020	WESLEY DAVIS	\$240.00
10	64551	11/15/16	5146	DEVIN WHEELER	\$32.00
10	64552	11/15/16	438	DOMINOS PIZZA	\$668.30
10	64553	11/15/16	1621	LENNY R EAGLEMAN	\$74.40
10	64554	11/15/16	5389	EMILY EDWARDS-LONG	\$19.44
10	64555	11/15/16	2935	F.LOWER'S GREENHOUSE,LLC	\$1,042.94
10	64556	11/15/16	3218	FAITH ENTERPRISES LLC	\$3,200.00
10	64557	11/15/16	509	FASTENAL COMPANY	\$262.35
10	64558	11/15/16	514	FELLERS	\$1,345.49
10	64559	11/15/16	515	FELLERS FOOD SERVICE EQUIPMENT	\$214.52
10	64560	11/15/16	1622	LISA J FOX	\$232.80
10	64561	11/15/16	1623	PENNY RAE FOX-JONES	\$41.60
10	64562	11/15/16	2509	GLOBAL EQUIPMENT CO	\$505.00
10	64563	11/15/16	593	GRAPHIC EDGE,INC.	\$1,318.12
10	64564	11/15/16	602	GRENNAN COMMUNICATIONS	\$805.00
10	64565	11/15/16	3760	HEALTHPORT	\$25.69
10	64566	11/15/16	5400	HEATHER SMITH	\$103.68
10	64567	11/15/16	2994	HERALD PUBLISHING CO	\$27.00
10	64568	11/15/16	3323	HILAND DAIRY	\$268.80
10	64569	11/15/16	3579	SANDRA L HILL	\$34.92
10	64570	11/15/16	660	HILLYARD/SPRINGFIELD	\$78.70
10	64571	11/15/16	664	HIRSCH FEED & FARM SUPPLY	\$581.68
10	64572	11/15/16	664	HIRSCH FEED & FARM SUPPLY	\$72.47
10	64573	11/15/16	2375	HOLLOWAY DISTRIBUTING, INC.	\$950.56
10	64574	11/15/16	706	HORN PLUMBING	\$1,248.34
10	64575	11/15/16	2474	HOWELL COUNTY HEALTH DEPT	\$340.00
10	64576	11/15/16	3291	OZARK AWARDS	\$229.00
10	64577	11/15/16	1626	SETH A HUDDLESTON	\$160.00
10	64578	11/15/16	5410	HUTCHINSON RECREATION & DESIGN	\$70,215.00
10	64579	11/15/16	2555	J.P. COOKE COMPANY	\$117.00
10	64580	11/15/16	754	J.W. PEPPER & SON INC.	\$234.99
10	64581	11/15/16	757	JACKSON TERMITE CO INC	\$185.00
10	64582	11/15/16	2001	AMY JACKSON	\$23.26
10	64583	11/15/16	1780	TONYA M JEDLICKA	\$180.00
10	64584	11/15/16	4456	JESSE H. VANDIVER	\$60.00

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	64585	11/15/16	1628	KELLY L JONES	\$20.00
10	64586	11/15/16	803	JOSTENS	\$4,701.26
10	64587	11/15/16	2062	KATHY MILLER	\$76.80
10	64588	11/15/16	4558	KATIE JENSEN	\$56.76
10	64589	11/15/16	938	KENT YARBER CANDY CO	\$212.00
10	64590	11/15/16	833	KEY SPORT SHOP INC.	\$419.00
10	64591	11/15/16	1705	DEBORAH KING	\$37.69
10	64592	11/15/16	2025	JANE KRAMER	\$38.00
10	64593	11/15/16	4358	KRISTEFF GROUP,LLC	\$10.00
10	64594	11/15/16	5447	KRISTEN RAMEY	\$179.20
10	64595	11/15/16	859	LAKELAND REGIONAL HOSP.	\$60.00
10	64596	11/15/16	1720	LARSON FARM & LAWN INC.	\$41.02
10	64597	11/15/16	4772	LISA WOOD	\$74.80
10	64598	11/15/16	2036	DONALD LONG	\$281.60
10	64599	11/15/16	904	LYNCH EQUIPMENT CO. LLC	\$65.74
10	64600	11/15/16	1047	M-S MUSIC, INC.	\$1,273.56
10	64601	11/15/16	5110	MATTHEW WARREN	\$22.00
10	64602	11/15/16	4633	MCDA	\$520.00
10	64603	11/15/16	51	MCGRAW-HILL EDUCATION,INC.	\$2,075.41
10	64604	11/15/16	952	MEEKS	\$918.83
10	64605	11/15/16	954	MEEKS	\$48.96
10	64606	11/15/16	4517	MEGGIN HOGSETT	\$530.00
10	64607	11/15/16	1796	METALWELD, INC.	\$1,507.56
10	64608	11/15/16	968	MFA PROPANE-WEST PLAINS 2068	\$450.82
10	64609	11/15/16	5476	MICHAEL STONE	\$68.08
10	64610	11/15/16	4296	MIDWEST TRANSIT EQUIPMENT	\$2,375.44
10	64611	11/15/16	4052	HEATHER N MILLER	\$96.00
10	64612	11/15/16	989	MISSOURI FCCLA	\$172.00
10	64613	11/15/16	990	MISSOURI FFA ASSOCIATION	\$2,142.00
10	64614	11/15/16	1010	MISSOURI STATE UNIVERSITY-WP	\$24.00
10	64615	11/15/16	2260	MO DIVISION OF YOUTH SERVICES	\$4,859.88
10	64616	11/15/16	3819	MONTY'S OUTDOORS	\$2,460.30
10	64617	11/15/16	1048	MSBA	\$1,895.00
10	64618	11/15/16	1052	MSHSAA	\$2,459.40
10	64619	11/15/16	1056	MSU	\$12,100.00
10	64620	11/15/16	1587	JONATHAN D MULFORD	\$917.60
10	64621	11/15/16	1882	NATALIE BRAZEAL	\$97.41
10	64622	11/15/16	1086	NATIONAL FFA ORGANIZA.	\$1,196.00
10	64623	11/15/16	1635	ANITA M NELSON	\$83.60
10	64624	11/15/16	2384	NEWBERRY AUTO SALES	\$1,625.83
10	64625	11/15/16	1611	MTN.GROVE NEWS JOURNAL	\$124.00
10	64626	11/15/16	1104	NORMAN ORR OFFICE SUPPLY	\$1,880.20
10	64627	11/15/16	1580	OPAA FOOD MANAGEMENT INC.	\$111,175.99
10	64628	11/15/16	1127	KOSHKONONG SCHOOL	\$25.00

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	64629	11/15/16	1128	OREILLY AUTO	\$675.12
10	64630	11/15/16	1129	OREILLY AUTOMOTIVE	\$169.62
10	64631	11/15/16	1130	OREILLY AUTOMOTIVE	\$1,101.95
10	64632	11/15/16	1131	OREILLY AUTOMOTIVE	\$296.21
10	64633	11/15/16	5417	OUTPOST EXPRESSIONS,LLC	\$1,413.75
10	64634	11/15/16	2610	OZARK AUTO & MARINE SALES	\$82.00
10	64635	11/15/16	2819	OZARK COUNTY TIMES	\$32.38
10	64636	11/15/16	1140	OZARK HORSETRADER INC.	\$11.40
10	64637	11/15/16	847	OZARK RADIO NETWORK	\$1,218.00
10	64638	11/15/16	1141	OZARKS MEDICAL CENTER	\$28,388.75
10	64639	11/15/16	1149	PARCEL EXPRESS	\$65.16
10	64640	11/15/16	1152	PARKVIEW HIGH SCHOOL	\$572.37
10	64641	11/15/16	2090	PATRICIA POINTER	\$47.04
10	64642	11/15/16	1168	PEPSI MIDAMERICA	\$1,235.22
10	64643	11/15/16	5080	MATTHEW PERKINS	\$14.00
10	64644	11/15/16	1171	PERMA BOUND	\$1,172.51
10	64645	11/15/16	1174	PHYSICAL THERAPY	\$4,446.94
10	64646	11/15/16	3370	PIZZA SHACK	\$119.50
10	64647	11/15/16	4841	PROJECT LEAD THE WAY,INC.	\$12,590.50
10	64648	11/15/16	4020	R.P.LUMBER CO.,INC.	\$822.13
10	64649	11/15/16	5477	RADIOPHONE ENGINEERING INC.	\$2,830.00
10	64650	11/15/16	1637	JACK L RANDOLPH	\$235.77
10	64651	11/15/16	5286	RENTAL SUPPLY-WEST PLAINS	\$836.28
10	64652	11/15/16	1254	RICHARDS BROTHERS	\$36.50
10	64653	11/15/16	3233	AMY M ROSS	\$154.00
10	64654	11/15/16	1275	ROVER GUN CLUB	\$270.00
10	64655	11/15/16	2109	DENISE ROWLAND	\$38.40
10	64656	11/15/16	1295	SCAGGS REPAIR	\$30.00
10	64657	11/15/16	1299	SCHOLASTIC BOOK FAIRS-8	\$1,914.20
10	64658	11/15/16	1309	SCHWEGMAN OFFICE SUPPLY	\$801.18
10	64659	11/15/16	652	SCREENSHOTS PRINTING & DESIGN	\$2,259.00
10	64660	11/15/16	1317	SERVICE MASTER	\$180.00
10	64661	11/15/16	5273	SHAUN INGALSBE	\$28.80
10	64662	11/15/16	1327	SHERWIN WILLIAMS	\$211.51
10	64663	11/15/16	1640	GREGORY B SIMPKINS	\$72.40
10	64664	11/15/16	1641	SCOTT A SMITH	\$120.40
10	64665	11/15/16	2318	SOUTH CENTRAL GOLF EQUIPMENT C	\$1,026.72
10	64666	11/15/16	3413	SMC SPRINGFIELD	\$8.40
10	64667	11/15/16	5471	LEIGH A SPENCER	\$278.83
10	64668	11/15/16	3887	SPRING DIPPER	\$196.00
10	64669	11/15/16	1833	SPRINGFIELD GROCER COMPANY	\$1,594.60
10	64670	11/15/16	3925	SPRINGFIELD MUSIC	\$308.00
10	64671	11/15/16	1391	SPRINGFIELD STAMP &	\$43.90
10	64672	11/15/16	1402	STAM	\$180.00

WEST PLAINS R-VII SCHOOL DISTRICT  
ACCOUNTS PAYABLE CHECK REGISTER SUMMARY LISTING

10	64673	11/15/16	2137	DEBORAH STAUFFER	\$26.40
10	64674	11/15/16	2108	STEVEN ROSEMAN	\$75.33
10	64675	11/15/16	4294	SUMMIT TRUCK GROUP	\$862.50
10	64676	11/15/16	5472	SUZANNE SMITH	\$107.48
10	64677	11/15/16	4122	SYSCO KANSAS CITY	\$1,046.50
10	64678	11/15/16	5475	KELSY TEMPLE	\$92.00
10	64679	11/15/16	4706	TESS MILEY	\$80.64
10	64680	11/15/16	1425	THE BATTERY STATION LLC	\$48.50
10	64681	11/15/16	4420	THE LINCOLN ELECTRIC COMPANY	\$272.76
10	64682	11/15/16	1405	THE STEEL YARD INC	\$506.01
10	64683	11/15/16	2386	MELIOR,INC.	\$2,950.00
10	64684	11/15/16	4047	TERRI J TOMLINSON	\$86.40
10	64685	11/15/16	5425	TRANE US,INC.	\$1,252.00
10	64686	11/15/16	1450	TRASHWAGON EXPRESS	\$362.00
10	64687	11/15/16	4527	TURFMARK SERVICES,LLC	\$1,050.00
10	64688	11/15/16	1957	ASHLEY TYREE	\$21.56
10	64689	11/15/16	1467	UNIVERSITY OF MO-COL AR	\$987.00
10	64690	11/15/16	5058	KIMBERLY WADE	\$48.00
10	64691	11/15/16	1501	WAGGONER FAMILY NURSERY	\$295.50
10	64692	11/15/16	5474	ZEBADIAH WALLACE	\$85.60
10	64693	11/15/16	2306	WEST PLAINS BEVERAGE DIST. CO.	\$145.25
10	64694	11/15/16	1506	WEST PLAINS CHAMBER OF COMMERC	\$36.00
10	64695	11/15/16	4944	WEST PLAINS DAILY QUILL	\$437.00
10	64696	11/15/16	1512	WEST PLAINS ELECTRIC	\$1,379.39
10	64697	11/15/16	1516	WEST PLAINS FLORAL	\$35.00
10	64698	11/15/16	4513	WEST PLAINS HEALTH MART PHARMA	\$244.20
10	64699	11/15/16	1520	WEST PLAINS MUSIC STORE	\$30.75
10	64700	11/15/16	1825	WEST PLAINS OCCUPATIONAL & INS	\$524.00
10	64701	11/15/16	1523	WEST PLAINS POSEY PATCH	\$92.00
10	64702	11/15/16	1524	WEST PLAINS PROPANE INC.	\$12.00
10	64703	11/15/16	1531	WEST PLAINS SUNRISE	\$96.00
10	64704	11/15/16	1533	WEST PLAINS WINSUPPLY	\$197.19
10	64705	11/15/16	1536	WILBANKS TIRE	\$24.00
10	64706	11/15/16	1646	JULIE R WILLIAMS	\$271.20
10	64707	11/15/16	2198	MARTHA A WILLIAMS	\$86.40
10	64708	11/15/16	1551	XEROX CORPORATION	\$438.04
10	64709	11/15/16	4662	YANCY K. YATES	\$125.00
10	64710	11/15/16	1554	ZANER BLOSER,INC	\$5,096.84

Total Amount Reported For NOVEMBER Board Approval: \$490,334.52

**\*\*\* GRAND TOTAL AMOUNT OF ALL CHECKS REPORTED FOR CODES 10 & AD \*\*\*** **\$839,239.04**

# 2017

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WEST PLAINS SCHOOL DISTRICT  
MONTHLY  
FINANCE REPORTS

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*THROUGH THE MONTH OF OCTOBER  
SCHOOL YEAR 2016-2017*

*PRINTED ON: NOVEMBER 8, 2016*

*DATA COLLECTED ON: NOVEMBER 7, 2016*



# REVENUES & EXPENDITURES

PAGE 1

This report includes the month of October.

Printed On: November 8, 2016

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

## Total Revenue

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2017	903,105	2,038,901	3,197,474	4,448,429								
2016	762,183	1,795,397	3,014,502	4,719,792	6,622,225	8,982,563	15,991,395	18,140,225	20,205,625	22,226,210	24,048,107	26,464,139
2015	799,672	1,739,816	3,078,361	4,671,065	6,040,635	8,765,498	15,597,049	17,477,994	19,236,147	21,375,181	23,200,818	25,804,867
2014	908,184	1,871,777	2,797,124	4,661,150	6,429,165	8,841,482	14,843,645	16,739,005	18,547,966	20,360,108	22,682,150	24,894,243

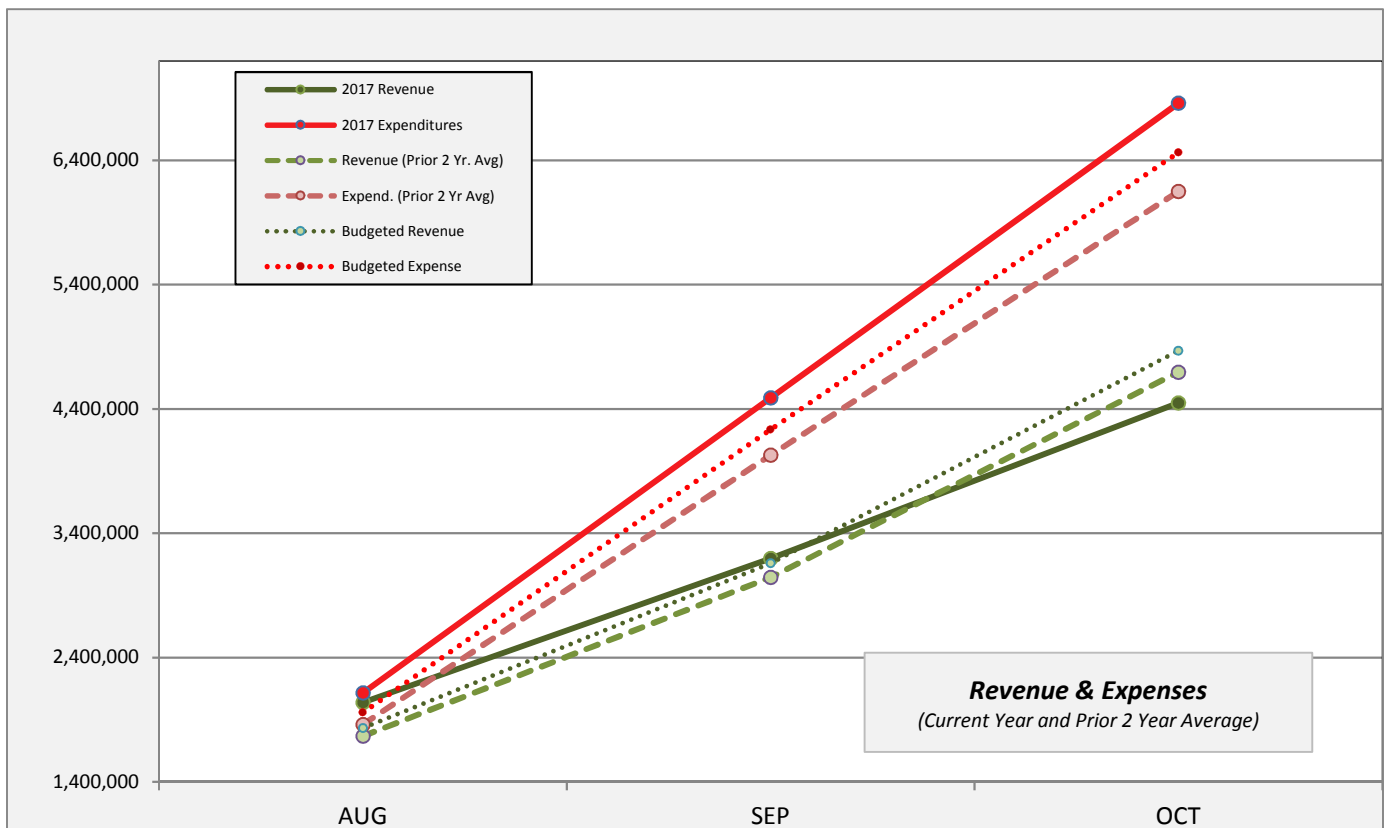
## Total Expenditures

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2017	1,193,003	2,116,414	4,490,434	6,859,769								
2016	898,700	1,889,689	4,040,905	6,100,457	8,200,828	10,155,577	13,449,731	15,531,243	17,483,359	19,461,207	21,560,866	26,402,911
2015	1,005,374	1,834,941	4,016,990	6,198,503	8,446,589	10,400,661	13,819,658	16,156,864	17,962,515	20,064,367	22,086,103	26,707,773
2014	990,323	1,735,525	3,928,438	5,952,853	7,913,229	10,277,617	12,895,540	14,855,596	16,671,513	18,615,452	20,526,074	25,183,121

## Revenues less Expenditures

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
2017	-289,898	-77,512	-1,292,960	-2,411,340								
2016	-136,517	-94,293	-1,026,403	-1,380,665	-1,578,603	-1,173,014	2,541,663	2,608,982	2,722,266	2,765,004	2,487,242	61,228
2015	-205,703	-95,125	-938,630	-1,527,438	-2,405,954	-1,635,163	1,777,391	1,321,130	1,273,632	1,310,813	1,114,715	-902,906
2014	-82,139	136,252	-1,131,314	-1,291,703	-1,484,064	-1,436,135	1,948,105	1,883,409	1,876,453	1,744,656	2,156,076	-288,878

	Revenue Budget	Through OCT	Total	% of Actual Through OCT	Estimate based on Prior Year %	Expense Budget	Through OCT	Total	% of Actual Through OCT	Estimate based on Prior Year %
2017	27,097,353	4,448,429	27,097,353		24,415,103	27,910,303	6,859,769	27,910,303		29,419,134
2016	25,711,398	4,719,792	26,464,139	17.83		26,608,194	6,100,457	26,402,911	23.11	
2015	24,891,141	4,671,065	25,804,867	18.10		26,682,433	6,198,503	26,707,773	23.21	
2014	24,565,546	4,661,150	24,894,243	18.72		25,854,694	5,952,853	25,183,121	23.64	



# GRAPHICAL FINANCIAL DATA

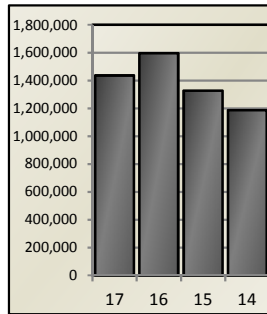
PAGE 1

This report includes the month of October.

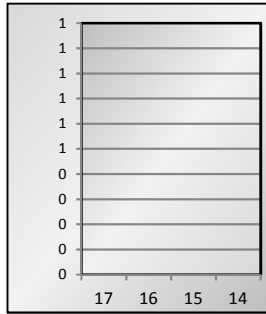
Printed On: November 8, 2016

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

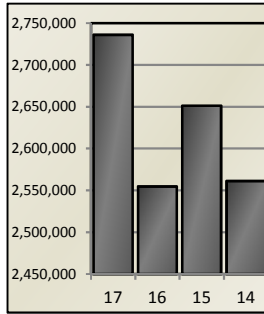
## 4 YEAR REVENUE COMPARISON THROUGH THE MONTH OF OCTOBER



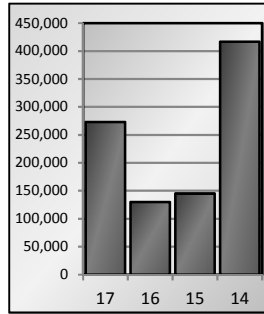
Local Revenue



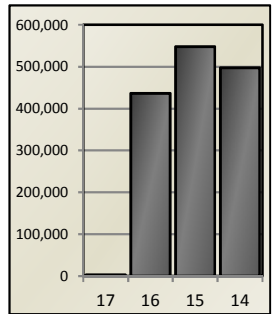
County Revenue



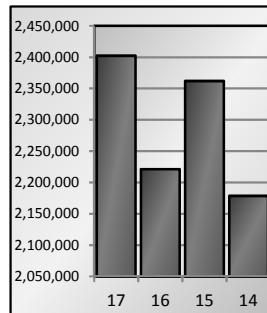
State Revenue



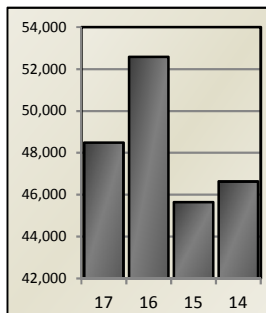
Federal Revenue



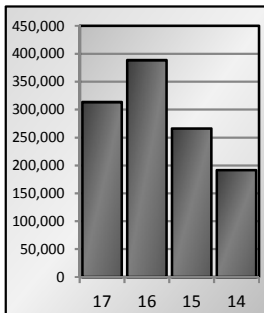
Tuition Revenue



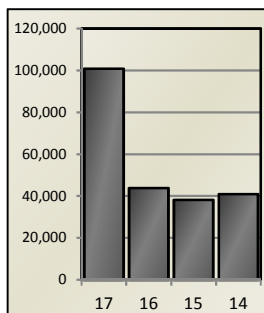
Basic Formula



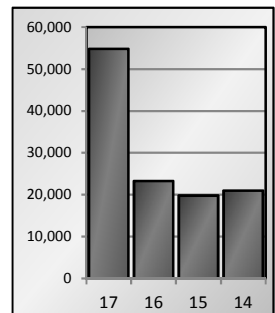
State Transportation



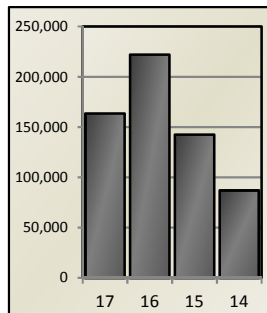
Student Activities (Fund 60)



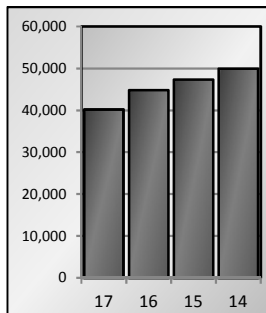
Fed. School Lunch (5445)



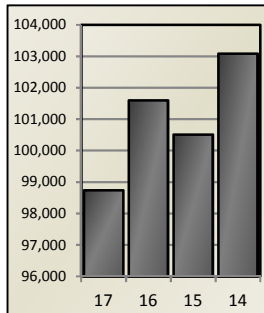
Fed. School Breakfast (5446)



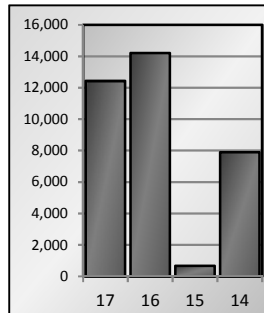
Adult Tuition (5123)



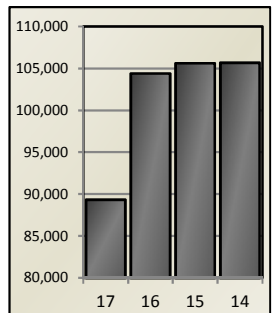
Interest Earned (5141)



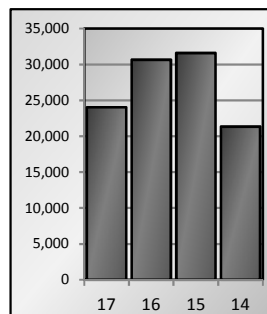
Local Food Service



Miscellaneous Local Rev. (5198)



Current & Delinquent Taxes



Admissions & Gate (5171)

**2015:**  
Ag Building Donations

# REVENUE BY SOURCE

PAGE 1

This report includes the month of October.

Printed On: November 8, 2016

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

## 4 YEAR REVENUE COMPARISON THROUGH THE MONTH OF

### Revenues By Source (2017)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Local	220,318	660,470	1,037,097	1,435,983								
County	0	0	0	0								
State	675,486	1,370,813	2,052,535	2,736,020								
Federal	7,301	7,618	87,842	273,144								
Tuition	0	0	0	3,289								
Other	0	0	20,000	-7								
Total	903,105	2,038,901	3,197,474	4,448,429								

### Revenues By Source (2016)

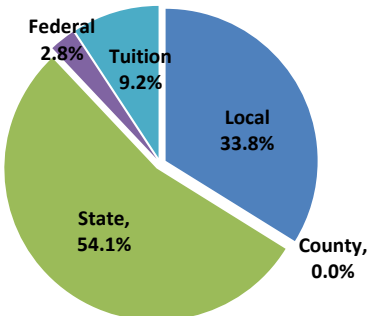
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Local	221,911	649,257	1,126,119	1,595,842	1,966,468	3,280,861	8,124,667	8,740,963	9,152,703	9,493,575	9,979,423	10,304,464
County	0	0	0	0	0	0	0	95,945	318,684	318,684	318,684	318,071
State	576,476	1,172,243	1,851,463	2,554,549	3,397,895	4,070,871	4,801,965	5,545,000	6,256,594	7,192,486	7,907,830	8,988,319
Federal	0	610	31,152	129,830	305,680	506,736	1,126,613	1,331,650	1,714,641	1,888,783	2,306,344	2,886,881
Tuition	-36,204	-26,713	2,557	436,359	948,971	1,120,884	1,934,938	2,423,456	2,759,793	3,329,471	3,532,615	3,952,970
Other	0	0	3,211	3,211	3,211	3,211	3,211	3,211	3,211	3,211	3,211	13,435
Total	762,183	1,795,397	3,014,502	4,719,792	6,622,225	8,982,563	15,991,395	18,140,225	20,205,625	22,226,210	24,048,107	26,464,139

### Revenues By Source (2015)

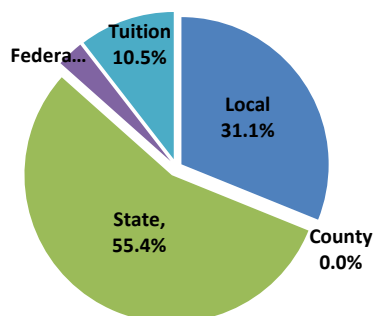
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Local	219,432	574,931	977,977	1,327,036	1,723,056	2,853,181	7,700,417	8,213,511	8,570,180	8,924,011	9,394,201	9,901,902
County	0	0	0	0	0	0	0	319,612	319,612	319,612	313,084	313,084
State	571,564	1,155,358	1,912,562	2,651,124	3,372,190	4,224,606	4,922,619	5,626,927	6,371,867	7,351,219	8,106,504	9,096,537
Federal	1,625	2,477	86,847	145,075	292,702	415,643	968,719	1,168,536	1,347,808	1,667,473	1,758,768	2,583,370
Tuition	7,050	7,050	100,974	547,831	652,687	1,271,743	2,004,969	2,149,083	2,626,355	3,112,540	3,627,935	3,909,648
Other	0	0	0	0	0	325	325	325	325	325	325	325
Total	799,672	1,739,816	3,078,361	4,671,065	6,040,635	8,765,498	15,597,049	17,477,994	19,236,147	21,375,181	23,200,818	25,804,867

### 2017 Revenues By Fund

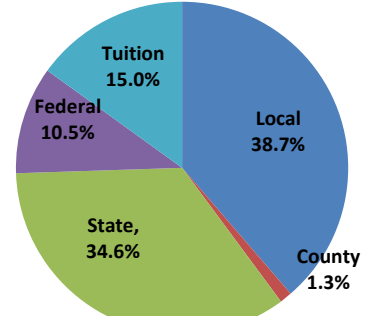
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
10	305,079	775,321	1,149,763	1,669,590								
20	523,018	1,038,538	1,640,211	2,184,382								
30	0	0	0	0								
40	64,902	128,781	213,164	257,529								
60	7,605	86,898	181,903	313,479								
65	2,500	9,364	12,434	23,449								
70	0	0	0	0								
Other	0	0	0	0								
Total	903,105	2,038,901	3,197,474	4,448,429	0	0	0	0	0	0	0	0



Through October, 2017



Through October, Prior 2 Year Avg.



2 Year Average, End of Year Totals



# EXPENSE BY FUND

PAGE 1

This report includes the month of October.

Printed On: November 8, 2016

FOR COMPARISON REASONS, THIS PAGE DOES NOT INCLUDE THE STADIUM RENOVATION EXPENSES OR REVENUES.

## Expense By Source (2017)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund 10	643,617	1,207,327	2,153,246	3,053,421								
Fund 20	378,127	630,991	1,802,908	2,987,674								
Fund 40	166,446	238,654	376,290	575,660								
Fund 60	4,813	37,742	141,332	224,331								
Fund 65	0	1,700	16,659	18,683								
Fund 70	0	0	0	0								
Total	1,193,003	2,116,414	4,490,434	6,859,769								

## Expense By Source (2016)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund 10	382,403	936,730	1,731,405	2,510,079	3,277,862	3,939,320	5,025,987	5,803,072	6,486,138	7,184,333	7,964,537	9,346,591
Fund 20	361,321	659,145	1,830,461	3,000,691	4,190,517	5,358,023	6,605,824	7,768,876	8,938,812	10,097,784	11,279,035	14,466,172
Fund 40	146,824	254,153	345,986	383,575	406,012	462,535	1,352,481	1,373,849	1,379,291	1,431,585	1,479,835	1,686,610
Fund 60	7,461	38,889	123,812	195,297	308,651	375,855	444,735	564,432	657,600	723,072	808,535	869,208
Fund 65	690	772	9,241	10,814	17,785	19,843	20,704	21,015	21,518	24,434	28,924	34,331
Fund 70	0	0	0	0	0	0	0	0	0	0	0	0
Total	898,700	1,889,689	4,040,905	6,100,457	8,200,828	10,155,577	13,449,731	15,531,243	17,483,359	19,461,207	21,560,866	26,402,911

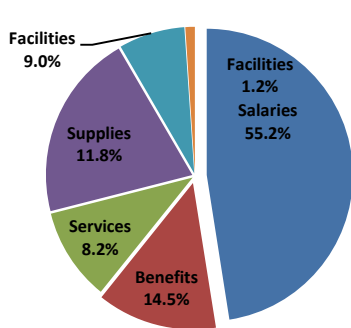
## Expense By Source (2015)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund 10	588,593	1,019,778	1,822,272	2,594,479	3,341,203	3,983,451	5,013,797	5,820,748	6,389,057	7,108,479	7,829,136	9,117,114
Fund 20	234,534	473,280	1,668,851	2,828,060	4,000,345	5,174,915	6,347,344	7,512,495	8,677,762	9,837,208	11,007,528	14,132,157
Fund 40	180,100	316,823	471,724	624,184	862,030	935,656	2,014,266	2,322,150	2,339,981	2,500,207	2,591,339	2,629,416
Fund 60	2,146	24,160	49,492	146,740	215,651	276,465	409,530	463,226	516,242	575,145	608,242	669,938
Fund 65	0	900	4,651	5,039	27,360	30,174	34,722	38,245	39,473	43,329	49,857	159,147
Fund 70	0	0	0	0	0	0	0	0	0	0	0	0
Total	1,005,374	1,834,941	4,016,990	6,198,503	8,446,589	10,400,661	13,819,658	16,156,864	17,962,515	20,064,367	22,086,103	26,707,773

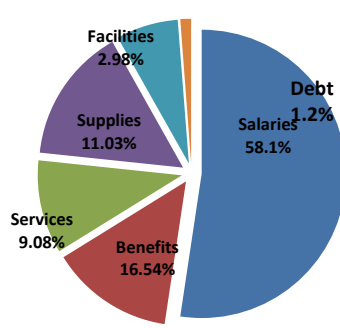
## Expense By Source (2014)

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fund 10	430,580	842,033	1,794,443	2,525,846	3,218,465	4,282,844	4,846,596	5,543,168	6,147,605	6,831,733	7,511,822	8,995,328
Fund 20	344,154	571,042	1,733,704	2,925,870	4,095,327	5,291,574	6,443,472	7,603,776	8,772,373	9,962,509	11,133,271	14,300,061
Fund 40	214,364	305,687	348,374	385,915	422,685	446,205	1,308,848	1,336,210	1,345,526	1,354,910	1,366,367	1,292,476
Fund 60	1,225	11,101	45,598	104,067	163,886	242,625	266,622	318,852	351,499	405,452	448,951	521,457
Fund 65	0	5,663	6,320	11,155	12,866	13,879	25,370	41,510	42,431	48,177	49,408	53,027
Fund 70	0	0	0	0	0	489	4,632	12,079	12,079	12,671	16,256	20,773
Total	990,323	1,735,525	3,928,438	5,952,853	7,913,229	10,277,617	12,895,540	14,855,596	16,671,513	18,615,452	20,526,074	25,183,121

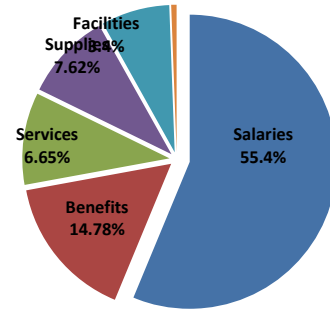
## EXPENSE



Through October, 2017



Through October, Prior 2 Year Avg.



2 Year Average, End of Year Totals

	2017 Budget	2016 Budget	Thru OCT 2017	Thru OCT 2016	Thru OCT 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Fund 10	10,408,536	9,400,749	3,053,421	2,594,479	2,525,846	9,117,114	8,995,328	28.5%	28.1%	10,801,540	
Fund 20	14,468,603	14,110,761	2,987,674	2,828,060	2,925,870	14,132,157	14,300,061	20.0%	20.5%	14,764,128	
Fund 40	2,133,164	2,680,923	575,660	624,184	385,915	2,629,416	1,292,476	23.7%	29.9%	2,148,100	
Fund 60	850,000	450,000	224,331	146,740	104,067	669,938	521,457	21.9%	20.0%	1,071,805	
Fund 65	50,000	40,000	18,683	5,039	11,155	159,147	53,027	3.2%	21.0%	154,393	
Fund 70	0	0	0	0	0	0	20,773	0.0%	0.0%	#DIV/0!	
Other											
Total	27,910,303	26,682,433	6,859,769	6,198,503	5,952,853	26,707,773	25,183,121			#DIV/0!	0





# ITEMIZED REVENUE REPORT

PAGE 1

This report includes the month of October.

Printed On: November 8, 2016

Local	2017 Budget	2016 Budget	Thru OCT 2017	Thru OCT 2016	Thru OCT 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Current Taxes	5,429,000	5,429,000	28,732	27,655	0	5,429,460	5,159,714	0.5%	0.0%	11,281,827	
Delinquent Taxes	320,000	320,000	60,583	76,741	105,606	339,023	351,827	22.6%	30.0%	230,126	
Prop C (STF)	1,998,068	1,861,426	680,018	660,994	622,566	1,915,619	1,847,196	34.5%	33.7%	1,993,930	
Interest	50,000	55,000	0	0	0	45,808	52,939	0.0%	0.0%		
M & M Surcharge Tax	310,000	310,000	1,530	2,664	3,246	313,252	315,133	0.9%	1.0%	162,719	
In Lieu of Tax	0	0	0	0	0	0	0	0.0%	0.0%		
Presch & BASE Tuition	0	0	0	0	0	0	0	0.0%	0.0%		
Adult Ed Tuition	554,300	554,300	163,397	221,993	142,436	391,555	553,678	56.7%	25.7%	396,495	
Interest Earned	142,850	147,850	40,190	44,809	47,319	162,835	157,566	27.5%	30.0%	139,671	
Food Service	181,500	187,000	58,546	56,786	53,191	190,620	162,232	29.8%	32.8%	187,118	
Food Service-Non Program	60,000	65,000	1,698	20,995	18,030	62,185	58,440	33.8%	30.9%	5,257	
Admission	45,000	35,000	24,044	30,659	31,594	48,580	49,378	63.1%	64.0%	37,836	
SA & Boosters	900,000	900,000	333,607	426,254	283,022	1,031,072	818,643	41.3%	34.6%	878,922	
Prior Period Adjustment	40,000	30,000	27,542	0	7,478	56,972	64,339	0.0%	11.6%	473,955	
Misc Local Rev.	125,650	59,650	12,425	14,204	668	107,012	256,169	13.3%	0.3%	183,622	
Other	39,000	39,000	0	0	0	0	0	0.0%	0.0%		
Total	10,195,368	9,993,226	1,435,983	1,327,036	1,186,124	9,901,902	9,240,770	13.4%	12.8%	10,945,996	

County	2017 Budget	2016 Budget	Thru OCT 2017	Thru OCT 2016	Thru OCT 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Fines, Escheats, Forfeit	95,000	105,000	0	0	0	95,332	94,105	0.0%	0.0%		
State RxR Utility	215,000	210,000	0	0	0	222,739	218,980	0.0%	0.0%		
Other	0	0	0	0	0	0	0	0.0%	0.0%		
Total	310,000	315,000	0	0	0	313,084	322,369	0.0%	0.0%		

State	2017 Budget	2016 Budget	Thru OCT 2017	Thru OCT 2016	Thru OCT 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Basic Formula	7,530,000	6,670,439	2,402,255	2,221,271	2,361,903	6,738,422	7,018,536	33.0%	33.7%	7,212,179	
Transportation	165,000	140,000	48,488	52,585	45,642	157,129	158,363	33.5%	28.8%	155,692	
ECSE - State	500,000	518,433	0	0	0	515,551	402,671	0.0%	0.0%		
Basic Formula CTF	772,590	750,408	257,536	252,247	231,366	725,350	721,557	34.8%	32.1%	770,596	
Vocational/At-Risk	20,000	20,000	0	0	0	20,000	20,000	0.0%	0.0%		
Early Childhood (PAT)	0	0	0	0	0	0	0	0.0%	0.0%		
Vocational Tech Aid	403,630	393,630	0	0	0	566,705	521,182	0.0%	0.0%		
Food Service	8,000	8,000	0	0	0	7,475	7,203	0.0%	0.0%		
Adult Basic Ed	0	0	0	0	0	0	0	0.0%	0.0%		
Enhancement Grant	135,568	125,524	0	0	0	127,765	109,095	0.0%	0.0%		
A+ Schools Grant	13,858	13,858	12,950	17,475	4,320	38,681	38,626	45.2%	11.2%	45,952	
Spec Ed High Need Fund	45,000	50,000	0	0	0	43,663	43,868	0.0%	0.0%		
Mo PreSch Project	0	0	0	0	0	0	28,800	0.0%	0.0%		
Misc. State Rev.	6,929	7,429	14,791	10,971	7,893	25,983	14,292	42.2%	55.2%	30,357	
Other	0	0	0	0	0	0	0	0.0%	0.0%		
Total	9,600,575	8,697,720	2,736,020	2,651,124	2,561,077	9,096,537	8,614,458	29.1%	29.7%	9,294,445	

# ITEMIZED REVENUE REPORT

PAGE 2

This report includes the month of October.

Printed On: November 8, 2016

Federal	2017 Budget	2016 Budget	Thru OCT 2017	Thru OCT 2016	Thru OCT 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Medicaid	100,000	100,000	41,465	19,389	19,498	111,256	124,162	17.4%	15.7%	250,313	
Basic Formula (ARRA)	0	0	0	0	0	0	0	0.0%	0.0%		
Vocational Ed	186,238	205,246	10,603	61,289	42,847	221,331	134,330	27.7%	31.9%	35,586	
Jobs Bill	0	0	0	0	0	0	0	0.0%	0.0%		
Voc Ed - Perkins	0	0	0	0	0	0	0	0.0%	0.0%		
WIA-JTPA	0	0	0	0	0	0	0	0.0%	0.0%		
Adult Basic Ed.	0	0	0	0	5,927	0	5,927	0.0%	100.0%		
Spec Ed High Need Fund	5,000	8,000	0	0	0	0	6,181	0.0%	0.0%		
IDEA (Part B)	400,522	400,522	48,778	0	58,029	441,785	432,555	0.0%	13.4%	727,194	
ECSE	96,000	60,000	0	0	0	97,821	93,748	0.0%	0.0%		
School Lunch Prog	550,000	550,000	100,788	38,149	40,900	517,949	473,760	7.4%	8.6%	1,259,959	
School Breakfast P.	250,000	250,000	54,826	19,793	20,995	265,258	235,948	7.5%	8.9%	670,247	
After School Snack	0	0	0	0	0	0	0	0.0%	0.0%		
Title I	1,078,000	790,000	0	0	187,264	695,793	1,030,074	0.0%	18.2%		
Title V	0	0	0	0	0	0	0	0.0%	0.0%		
Title IV	0	0	0	0	0	0	0	0.0%	0.0%		
Title I (ARRA)	0	0	0	0	0	0	0	0.0%	0.0%		
21st Cent Gnt (BASE)	0	0	0	0	0	0	0	0.0%	0.0%		
Title IVA-Drug Free	0	0	0	0	0	0	0	0.0%	0.0%		
Title III-ELL	0	0	0	0	0	0	0	0.0%	0.0%		
Title IIA	124,821	124,821	0	0	27,346	120,717	161,077	0.0%	17.0%	5	
T IID Tech E-mints	0	0	0	0	0	0	0	0.0%	0.0%		
T VIIB-Homelss	0	0	0	0	0	0	0	0.0%	0.0%		
T IID (ARRA)	0	0	0	0	0	0	0	0.0%	0.0%		
Voc Rehab	11,058	61,301	3,286	0	3,095	1,832	3,095	0.0%	100.0%	6,573	
Dept Health Food Svc Prog	40,000	28,924	0	0	5,140	42,144	47,160	0.0%	10.9%		
JTPA - WIA	41,573	41,573	1,647	6,455	429	36,285	47,494	17.8%	0.9%	17,622	
Voc - Pell Grants	0	0	0	0	0	0	0	0.0%	0.0%		
TRA	13,858	13,858	11,750	0	0	0	0	0.0%	0.0%		
Title VI B	30,000	30,000	0	0	0	26,077	36,415	0.0%	0.0%		
Title VI B (ARRA)	0	0	0	0	0	0	0	0.0%	0.0%		
ECSE (ARRA)	0	0	0	0	0	0	0	0.0%	0.0%		
Misc. Fed. Funds	0	0	0	0	5,100	1,400	20,400	0.0%	25.0%		
Other	0	0	0	0	0	3,723	0	0.0%	0.0%		
<b>Total</b>	<b>2,927,069</b>	<b>2,664,244</b>	<b>273,144</b>	<b>145,075</b>	<b>416,569</b>	<b>2,583,370</b>	<b>2,852,326</b>	<b>5.6%</b>	<b>14.6%</b>	<b>2,701,682</b>	

Non Revenue Funds	2017 Budget	2016 Budget	Thru OCT 2017	Thru OCT 2016	Thru OCT 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Sale of Bonds	0	0	0	0	0	0	0	0.0%	0.0%		
Insurance Recovery	0	0	0	0	0	0	0	0.0%	0.0%		
School Bus Sale	0	0	0	0	0	0	6,778	0.0%	0.0%		
Property Sales	0	0	-7	0	0	325	0	0.0%	0.0%		
Other	0	0	0	0	0	0	31,526	0.0%	0.0%		
<b>Total</b>	<b>0</b>	<b>0</b>	<b>-7</b>	<b>0</b>	<b>0</b>	<b>325</b>	<b>38,304</b>		<b>0.0%</b>		

Tuition	2017 Budget	2016 Budget	Thru OCT 2017	Thru OCT 2016	Thru OCT 2015	2016 Total	2015 Total	2016 Date %	2015 Date %	2017 Projected	Compared to Prior 2 Years
Rural Tuition	3,762,432	3,762,433	0	536,909	497,379	3,780,348	3,748,174	14.2%	13.3%		
Area VoTech Tuition	296,910	278,774	0	0	0	103,045	73,592	0.0%	0.0%		
SpecEd Tuition	0	0	0	0	0	0	0	0.0%	0.0%		
Local Tax Effort	5,000	0	3,289	10,922	0	26,256	4,250	41.6%	0.0%	15,814	
Transportation Other LEAs	0	0	0	0	0	0	0	0.0%	0.0%		
Other	0	0	0	0	0	0	0	0.0%	0.0%		
<b>Total</b>	<b>4,064,342</b>	<b>4,041,207</b>	<b>3,289</b>	<b>547,831</b>	<b>497,379</b>	<b>3,909,648</b>	<b>3,826,016</b>	<b>14.0%</b>	<b>13.0%</b>	<b>24,353</b>	



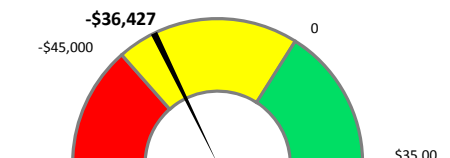
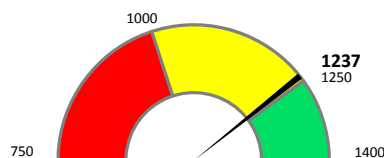
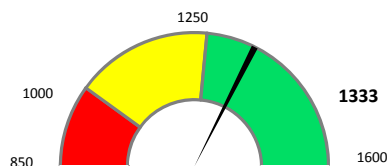
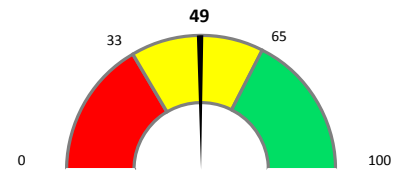
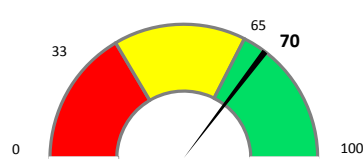
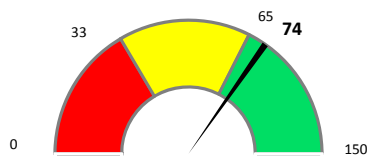
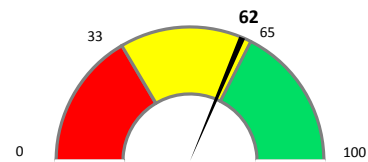
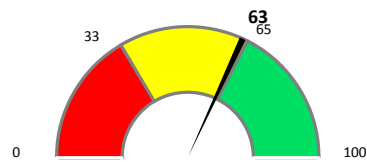
# FOOD SERVICE

## PROGRAM EVALUATION

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### Program Goals:

1. Increase the overall number of students qualifying for free & reduced meals by 2% during the 2016-2017 school year.
  2. Reduce the rate of loss by 25% during the 2016-2017 school year.
- 



# Resignatins

*click here to return the the agenda*

***This document contains hyperlinks.***

***Click on a section to advance to that area.***

***Click in the blue box to return to the Board Agenda***

1. Suzanna Kimes

2. Roy Conchinha

3. Jeffery Holland

4. Diane Slavings

5. Gus Steckman

6 A.J. Mandrell

Superintendent John Mulford  
West Plains School District  
November 8, 2016

Dear Dr. Mulford and Board of Education,

Please accept this letter as notice of my resignation (effective May 18<sup>th</sup>, 2017). Thank you for the opportunity to work for the West Plains School District.

Sincerely,

A handwritten signature in cursive script that reads "Mrs. Suzanna Kimes". The ink is dark and the signature is fluid.

Mrs. Suzanna Kimes

**November 4,2016**

**To Whom it may concern,**

**It is with a heavy heart I am giving my resignation; I want to take a minute to Thank you for the opportunity you gave me, I truly am grateful. I have enjoyed my time working for the school department and my co-workers.**

**I have accepted another position with the Postal Service. My last day of work will be on November 18<sup>th</sup>,2016.**

**Sincerely**

**Roy Conchinha**

October 28, 2026

# WEST PLAINS R7

305 VALLEY VIEW DRIVE | WEST PLAINS, MO 65775

I, Jeffrey Holland am no longer able to complete the essential job functions as a custodian assigned to me by the West Plains R7 School district due to medical reason as discussed with Dr. Luke Boyer on October 26 and 27<sup>th</sup>. I hereby resign on the 11<sup>th</sup> day of November 2016.

I appreciate all the opportunities the school has provided for the past 3 years.

SINCERELY,



JEFFREY HOLLAND

**Diane Slavings**

**1304 CR 541**

**Gainesville, Mo.65655**

**11/03/2016**

**West Plains R7 Administrators, and School Board**

**305 Valley Drive**

**West Plains, Mo 65775**

**Good Morning,**

**Please accept my letter of resignation. I will be leaving South Fork to bring my Mother from Cincinnati, here to Missouri, so that I can care for her, as she is having health issues serious enough to need assistance, but not serious enough to be in a facility. It is no longer safe for her to stay by herself.**

**I have enjoyed most of my 16 years here at South Fork and at the other kitchens as well. I feel as I am leaving family. I love them All!!!**

**My last day here at South Fork will be December 21<sup>st</sup>. 2016.**

**Thank You**

**Sincerely**

**Diane Slavings**

Effective December 30, 2016 I will be resigning  
for full time retirement from my position as  
full time route driver for the West Plains  
R-7 School District.

Respectfully,  
Gust Steckman

11/09/16

West Plains R-7 School District

407 W Thornburgh ST

West Plains, MO 65775

Dear to whoever may concern

Please accept this letter as notice of my formal resignation as of ~~11-09-16~~ intend for this resignation to become effective on 10-28-16

Thank you for giving me the opportunity to work with your company. I appreciate the opportunities provided to me during my employment with West Plains Elementary.

Please let me know if there is anything that I can do to ensure a smooth transition. I'd willing to stay on as a fill in employee after my end ing date you so choose to use me.

Sincerely

A handwritten signature in cursive script, appearing to read "A. J. Haddock", followed by a horizontal line.



Policy Revision

2016 C

JFCF: Bullying

JFCG: Hazing

JG-R1: Student Discipline (K-4)

JG-R2: Student Discipline (5-6)

JG-R3: Student Discipline (MS)

JG-R4: Student Discipline (HS & SCCC)

# REFERENCE COPY

FILE: JFCF  
Critical

## **EXPLANATION: BULLYING**

**MSBA has moved language related to hazing from this policy to new policy JFCG. This policy now exclusively addresses bullying. While hazing and bullying are related, a new state law requires specific action when addressing bullying, so it became more efficient to separate these topics.**

**House Bill 1583 (2016) requires districts to make changes to their model bullying policies. MSBA is providing this new draft policy that reflects those required changes. Please note that the new law requires the School Board to receive input from school personnel, students and administrators when reviewing and revising this policy, so districts need to reach out to these stakeholders before adopting these revisions.**

**Significant changes include:**

- ▶ **The definitions of bullying and cyberbullying.**
- ▶ **The requirement to publish the policy in the student handbook.**
- ▶ **A written procedure, in the policy, for reporting bullying.**
- ▶ **The designation of one person at each school to receive reports of bullying.**
- ▶ **Time limits on the length of the investigation.**
- ▶ **Explanation of how the district will publicize the policy and discuss bullying with students, including a requirement for annual notification.**
- ▶ **Requirements that social workers, counselors and mental health professionals teach coping strategies to victims of bullying.**
- ▶ **Training for staff.**
- ▶ **A prohibition against retaliation.**

**State statute requires that districts appoint a person or persons to receive and investigate reports of bullying. This policy designates the building principal for this role. Districts that want to designate a different person will need to amend the policy. In addition, MSBA has gone one step further and has assigned the compliance coordinator to serve as the districtwide antibullying coordinator. Many bullying incidents are also classified as illegal discrimination**

## REFERENCE COPY

and harassment, and this designation will ensure that district staff do not forget to notify the compliance coordinator of potentially discriminatory incidents. Further, the new federal Every Student Succeeds Act (ESSA) requires that districts include in their state report cards "incidences of violence, including bullying and harassment." By designating a districtwide coordinator, the district is more likely to gather accurate data for this new reporting requirement.

MSBA is in the process of developing training for district employees, substitutes and volunteers on identifying and reporting bullying in schools.

Districts also need to be aware that the Safe Schools Act might require the district to report bullying activities to law enforcement. The Safe Schools Act requires districts to report harassment in the first degree to law enforcement if it happens on school property. Beginning January 1, 2017, that offense is redefined as follows:

**565.090.1. A person commits the offense of harassment in the first degree if he or she, without good cause, engages in any act with the purpose to cause emotional distress to another person, and such act does cause such person to suffer emotional distress.**

\*\*\*

Needless to say, many bullying incidents might also meet the definition of this crime. So, in addition to other consequences, the district needs to remember to contact law enforcement when bullying occurs.

*MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.*

X	Board Secretary		Business Office	X	Coaches/Sponsors
	Facility Maintenance		Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
	Health Services	X	Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology

# REFERENCE COPY

FILE: JFCF  
Critical

## ~~HAZING AND BULLYING~~

### General

In order to promote a safe learning environment for all students, the West Plains R-VII School District prohibits all forms of Student hazing, bullying and student intimidation are inconsistent with the educational goals of the district and poses a significant risk to the physical and mental welfare of district students. Hazing, bullying and student intimidation of students, on or off district property, are prohibited and may result in suspension or expulsion from school and from activity/athletic participation. Students who have been subjected to hazing or bullying are instructed to promptly report such incidents to a school official. The district also prohibits reprisal or retaliation against any person who reports an act of bullying among or against students.

In addition, district staff, coaches, sponsors and volunteers shall not permit, condone or tolerate any form of hazing or bullying or plan, direct, encourage, assist, engage or participate in any activity that involves hazing or bullying. Non-students who participate or enable the hazing bullying and student intimidation of students may be excluded from attendance at school activities and school athletic events. District staff will report incidents of hazing and bullying to the building principal. The principal shall promptly investigate all complaints of hazing and bullying and shall administer appropriate discipline to all individuals who violate this policy. District staff who violate this policy may be disciplined or terminated.

The superintendent will provide for appropriate training designed to assist staff, coaches, sponsors and volunteers in identifying, preventing and responding to incidents of hazing and bullying.

The district shall annually inform students, parents, district staff and volunteers that hazing and bullying is prohibited. This notification may occur through the distribution of the written policy, publication in handbooks, presentations at assemblies or verbal instructions by the coach or sponsor at the start of the season or program.

### Definitions

*Hazing* -- Student hazing is expressly prohibited by Board of Education policy. For purposes of this policy, hazing is defined as any activity, on or off school grounds, that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or school-sponsored activity.

Hazing may include those actions that subject a student to extreme mental stress including, but not limited to, exposure or contact of genitals, buttocks, or breasts (female students), directly or indirectly through contact with undergarments, sleep deprivation, physical confinement, forced conduct that could result in extreme embarrassment or criminal activity, or other stress-inducing activities. Hazing may also include, but is not limited to: acts of physical brutality; whipping; beating; branding; exposing to the elements; forcing consumption of any food, liquor, drug or other substance; forcing inhalation or ingestion of tobacco products; or any other forced physical activity that could adversely affect the physical health or safety of an individual.

Hazing may occur even when all students involved are willing participants. Hazing does not occur when a student is required to audition or try out for an organization when the criteria are reasonable, approved by the district and legitimately related to the purpose of the organization.

*Bullying* – For purposes of this policy, bullying is defined as intimidation, humiliation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; or threats of retaliation for reporting such acts. Bullying may also include cyberbullying or cyberthreats. Cyberbullying is sending or posting harmful or cruel text or images using the Internet or other digital communication devices. Cyberthreats are online materials that threaten or raise concerns about violence against others, suicide or self-harm. In accordance with state law, bullying is defined as intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or property damage; oral, written, or electronic communication, including name-calling, put-downs, extortion, or threats; or threats of reprisal or retaliation for reporting such acts.

*Cyberbullying* – A form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager. The district has jurisdiction over cyberbullying that uses the district's technology resources or that originates on district property, at a district activity or on district transportation. Even when cyberbullying does not involve district property, activities or technology resources, the district will impose consequences and discipline for those who engage in cyberbullying if there is a sufficient nexus to the educational environment, the behavior materially and substantially disrupts the educational environment, the communication involves a threat as defined by law, or the district is otherwise allowed by law to address the behavior.

# REFERENCE COPY

FILE: JFCF  
Critical

*School Day* – A day on the school calendar when students are required to attend school.

## **Designated Officials**

The principal of each building is hereby designated as the individual to receive and investigate reports of bullying. Each building principal shall designate at least two teachers or administrators in the building who are authorized to receive and investigate reports of bullying in the principal's absence or at the principal's discretion.

The district compliance officer appointed in policy AC will serve as the districtwide antibullying coordinator. The antibullying coordinator will receive all completed investigative reports from all buildings and analyze the reports to identify any information that would inform the district's antidiscrimination and antibullying education and training programs. In addition, the antibullying coordinator will assist in making any relevant reports as required by state and federal law.

## **Reporting Bullying**

School employees, substitutes or volunteers are expected to intervene to prevent student bullying, appropriately discipline the perpetrator, assist the victim and report the incident to the building principal or designee for further investigation and action. Any school employee, substitute or volunteer who witnesses or has firsthand knowledge of bullying of a student must report the incident to the building principal or designee as soon as possible, but no later than two school days after the incident.

Students who have been subjected to bullying, or who have witnessed or have knowledge of bullying, are encouraged to promptly report such incidents to a school employee. Any school employee receiving such a report shall promptly transmit the report to the building principal or designee.

If the bullying incident involves students from more than one district building, the report should be made to the principal or designee of the building in which the incident took place or, if more appropriate, to the principal or designee of the building attended by the majority of the participants in the incident.

## **Investigation**

Within two school days of receiving a report of bullying, the principal or designee will initiate an investigation of the incident. Reports that involve students from multiple buildings will be investigated cooperatively by the principals of each building involved, or those principals may request that the district's compliance officer designated in policy AC conduct the investigation. If at any time during the investigation the principal determines that the bullying involves illegal

discrimination, harassment or retaliation as described in policy AC, the principal will report the incident to the compliance officer designated in that policy, who will assist in the investigation. If the alleged bullying involves a special education student or a student with disabilities, the principal will also notify the special education director.

The investigation shall be completed within ten school days of the date the report of bullying was received unless good cause exists to extend the investigation. Upon completion of the investigation, the principal will decide whether bullying or harassment occurred and, if so, whether additional discipline is warranted in accordance with the district's student discipline code. The principal will generate a written report of the investigation and findings and send a copy of the completed report to the district's antibullying coordinator. The principal or designee will document the report in the files of the victim and the alleged or actual perpetrator of bullying. All reports will be kept confidential in accordance with state and federal law.

If the incident involved allegations of illegal discrimination or harassment, the principal's decision may be appealed in accordance with policy AC. Student discipline may be appealed when allowed by law in accordance with Board policy.

The principal or other appropriate district staff will work with victims and their families to access resources and services to help them deal with any negative effects that resulted from the incident.

### **Consequences**

Students who participate in bullying or who retaliate against anyone who reports bullying will be disciplined in accordance with the district's discipline code. Such discipline may include detention, in-school suspension, out-of-school suspension, expulsion, removal from participation in activities, exclusion from honors and awards, and other consequences deemed appropriate by the principal or superintendent. The district will also contact law enforcement when required by law or notify social media companies of inappropriate online activity when appropriate.

Even in situations where the district does not have jurisdiction to discipline a student for bullying, such as when the acts take place off campus and there is an insufficient nexus to the district, the principal or designee will take appropriate actions to assist student victims. Such actions may include, but are not limited to, contacting the parents/guardians of the victim and the alleged perpetrators, communicating that this behavior is not allowed on district grounds or at district activities, notifying the appropriate district staff to assist the victim, and taking additional action when appropriate, such as notifying law enforcement or social media companies of inappropriate online activity.

# REFERENCE COPY

FILE: JFCF  
Critical

District employees and substitutes who violate this policy will be disciplined or terminated. Discipline may include suspension with or without pay, a negative evaluation, prohibition from being on district property or at district activities, mandated training or other appropriate remedial action. Volunteers who violate this policy will no longer be permitted to volunteer.

## **Policy Publication**

The district shall annually notify students, parents/guardians, district employees, substitutes and volunteers about this policy and the district's prohibition against bullying. A copy of this policy shall be included in student handbooks and posted on the district's website.

## **Training and Education**

The district's antibullying coordinator will provide information and appropriate training designed to assist employees, substitutes and volunteers who have significant contact with students in identifying, preventing and responding to incidents of bullying.

The district will provide education and information about bullying and this policy to students every year. The principal of each school, in consultation with school counselors and other appropriate school employees, will determine the best methods for facilitating the discussion. Methods may include, but are not limited to: assemblies; homeroom presentations; class meetings; team or club meetings; special presentations by counselors, social workers or mental health professionals; and open-house events. When practical, parents/guardians will be invited to attend.

In addition to educating students about the content of this policy, the district will inform students of:

1. The procedure for reporting bullying.
2. The harmful effects of bullying.
3. Any initiatives the school or district has created to address bullying, including student peer-to-peer initiatives.
4. The consequences for those who participate in bullying or engage in reprisal or retaliation against those who report bullying.

School counselors, social workers, mental health professionals, school psychologists or other appropriate district staff will educate students who are victims of bullying about how to overcome the negative effects of bullying including, but not limited to:

1. Cultivating the student's self-worth and self-esteem.



2. Teaching the student to defend him- or herself assertively and effectively without violence.
3. Helping the student develop social skills.
4. Encouraging the student to develop an internal locus of control.

#### **Additional School Programs and Resources**

The Board directs the superintendent or designee to implement programs and other initiatives to address bullying, respond to such conduct in a manner that does not stigmatize the victim, and make resources or referrals available to victims of bullying. Such initiatives may include educating parents/guardians and families on bullying prevention and resources.

\* \* \* \* \*

***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 09/23/2003

Revised: 03/16/2004; 12/19/2006;

Cross Refs: AC, Prohibition Against Discrimination, Harassment and Retaliation  
EHB, Technology Usage  
GCPD, Suspension of Professional Staff Members  
GCPE, Termination of Professional Staff Members  
GDPD, Nonrenewal, Suspension and Termination of Support Staff Members  
IGD, District-Sponsored Extracurricular Activities and Groups

Legal Refs: §§ 160.261, .775, 565.090, RSMo.

West Plains R-VII School District, West Plains, Missouri

# REFERENCE COPY

FILE: JFCG  
Critical

## EXPLANATION: HAZING

MSBA has moved the policy language related to hazing from policy JFCF to this new policy. While hazing and bullying are related, House Bill 1583 (2016) requires specific action when addressing bullying, so it became more efficient to separate these topics.

Districts also need to be aware that the Safe Schools Act might require the district to report hazing activities to law enforcement. The Safe Schools Act requires districts to report harassment in the first degree to law enforcement if it happens on school property. Beginning January 1, 2017, that offense is redefined as follows:

**565.090.1. A person commits the offense of harassment in the first degree if he or she, without good cause, engages in any act with the purpose to cause emotional distress to another person, and such act does cause such person to suffer emotional distress.**

\*\*\*

Needless to say, many hazing incidents might also meet the definition of this crime. So, in addition to other consequences, the district needs to remember to contact law enforcement when hazing occurs.

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X	Board Secretary		Business Office	X	Coaches/Sponsors
	Facility Maintenance		Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
	Health Services	X	Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology

FILE: JFCG  
Critical

**REFERENCE COPY**

# REFERENCE COPY

FILE: JFCG  
Critical

## HAZING

In order to promote a safe learning environment for all students, the West Plains R-VII School District prohibits all forms of hazing.

For purposes of this policy, hazing is defined as any activity, on or off school grounds, that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity.

Hazing may include those actions that subject a student to extreme mental stress including, but not limited to, sleep deprivation, physical confinement, forced conduct that could result in extreme embarrassment or criminal activity, or other stress-inducing activities. Hazing may also include, but is not limited to: acts of physical brutality; whipping; beating; branding; exposing to the elements; forcing inhalation or consumption of any food, liquor, drug, tobacco product, or other substance; or any other forced physical activity that could adversely affect the physical health or safety of an individual.

Hazing can occur even when all students involved are willing participants. Hazing does not occur when a student is required to audition or try out for an organization when the criteria are reasonable, approved by the district and legitimately related to the purpose of the organization.

District staff, coaches, sponsors and volunteers will not permit, condone or tolerate any form of hazing or plan, direct, encourage, assist in, engage in or participate in any activity that involves hazing. District staff will report incidents of hazing to the building principal. The principal shall promptly investigate all complaints of hazing and administer appropriate discipline to all individuals who violate this policy. District staff who violate this policy may be disciplined or terminated.

Students participating in or encouraging inappropriate conduct will be disciplined in accordance with the district's discipline code. Such discipline may include, but is not limited to, suspension or expulsion from school and removal from participation in activities. The district will report hazing incidents to law enforcement when required by law. Students who have been subjected to hazing are instructed to promptly report such incidents to a school official.

The superintendent will provide for appropriate training designed to assist staff, coaches, sponsors and volunteers in identifying, preventing and responding to incidents of hazing.

The district shall annually inform students, parents/guardians, district staff and volunteers that hazing is prohibited. This notification may occur through the distribution of the written policy, publication

FILE: JFCG  
Critical

## REFERENCE COPY

in handbooks, presentations at assemblies or verbal instructions by a coach or sponsor at the start of a season or program.

\* \* \* \* \*

***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted:

Revised:

Cross Refs: AC, Prohibition against Discrimination, Harassment and Retaliation  
GCPD, Suspension of Professional Staff Members  
GCPE, Termination of Professional Staff Members  
GDPD, Nonrenewal, Suspension and Termination of Support Staff Members  
IGD, District-Sponsored Extracurricular Activities and Groups

Legal Refs: §§ 160.261, .775, 565.090, RSMo.

West Plains R-VII School District, West Plains, Missouri

# REFERENCE COPY

FILE: JG-R1  
Critical

## EXPLANATION: STUDENT DISCIPLINE – Grades K-4

MSBA has revised the definition of "bullying" in this regulation to match the new definition of bullying in policy JFCF, which was modified in response to House Bill 1583 (2016).

MSBA has also revised the definition of "assault." This offense is modeled after the state criminal offenses of assault in the first, second and third degree. As of July 1, 2017, the definitions of those crimes will change, and there will be a criminal offense of assault in the fourth degree. MSBA has amended this regulation accordingly.

MSBA has also added a statement that students may be excluded from honors and awards as a disciplinary consequence.

The offense of "sexual activity" was amended to clarify that it only applies to consensual sexual activity. Nonconsensual sexual activity is a crime that must be reported to police and would fall under sexual harassment as well.

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	Human Resources	X	Principals		Library/Media Center
	Health Services		Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology

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## STUDENT DISCIPLINE (*Grades K-4*)

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law.

Because there are varying degrees of severity in the following offenses, the administration reserves the right to consider the circumstances surrounding the incident, take the student's previous discipline record into account and determine appropriate action. The administration may, at their discretion, refer any violation of the discipline code to juvenile authorities. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

### **Reporting to Law Enforcement**

It is the policy of the West Plains R-VII School District to report crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

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

### **Documentation in Student's Discipline Record**

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.



### **Conditions of Suspension, Expulsion and Other Disciplinary Consequences**

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. ~~In addition~~ **When appropriate**, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, ~~if appropriate~~. **Likewise, a student may become ineligible for or be required to forfeit any honors and awards as a disciplinary consequence.** Furthermore, all work missed as a result of absences related to a suspension must be turned in upon the first day the student returns to school. Students failing to comply with this requirement will be treated the same as any other student who turns in late work.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline, shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

### **Impact on Grades**

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

### **Prohibited Conduct**

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The following are descriptions of prohibited conduct ~~as well as~~ and potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building. ~~All consequences must be~~ within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

## VIOLATIONS AGAINST PERSONS

### Assault - Student

1. Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third ~~or fourth~~ degree.

First Offense:	1-5 days in-school suspension and notification of parents.
Second Offense:	3-5 days in-school suspension and parent conference.
Third Offense:	2-5 days suspension and parent conference before readmission.

2. Knowingly causing or attempting to cause serious ~~bodily~~ physical injury or death to another person, recklessly causing serious ~~bodily~~ physical injury to another person, or any other act that constitutes assault in the first or second degree.

First Offense:	10-180 days out-of-school suspension or expulsion.
Subsequent Offense:	Expulsion.

**Bullying and Cyberbullying (see Board policy JFCF)** – ~~Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to:~~ physical actions, including violence, gestures, theft, or damaging property; oral or written taunts,

including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. Students will not be disciplined for speech in situations where the speech is protected by law. Intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortion or threats; or threats of reprisal or retaliation for reporting such acts. Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager.

First Offense:	1-3 days in-school suspension and notification of parents.
Second Offense:	3-5 days in-school suspension and parent conference.
Third Offense:	2-5 days suspension and parent conference before readmission.

**False Accusations Toward Staff**– Any intentional slander or libelous statements made by a student towards any school employee that is malicious, untrue and meant to harm that staff member’s reputation or employment will result in immediate suspension.

First Offense:	10 day suspension by building principals or referral to superintendent and/or school Board for review and possible extension of initial 10 days, up to 180 days by the superintendent and one year by the school Board.
Second Offense:	Immediate suspension and referral to superintendent and school Board for expulsion.

### **Fighting/Instigating a Fight (see also, “Assault”)**

1. Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

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FILE: JG-R1  
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First Offense:	1-3 days in-school suspension and notification of parents.
Second Offense:	2-5 days in-school suspension and parent conference.
Third Offense:	2-5 days suspension and parent conference before readmission.

2. Students shall not instigate fights by actively encouraging others to fight, carrying messages which result in fights or take part in any other activity which results in a fight.

First Offense:	1-3 days in-school suspension and notification of parents.
Second Offense:	3-5 days in-school suspension and parent conference.
Third and Subsequent Offense:	2-10 days suspension and parent conference before readmission.

**Hazing** (see Board policy **JFCG**~~JFCF~~) – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing **may can** occur even when all students involved are willing participants.

First Offense:	1-3 days in-school suspension and notification of parents.
Second Offense:	3-5 days in-school suspension and parent conference.
Third Offense:	2-5 days suspension and parent conference before readmission.

**Verbal Abuse to Staff** – Verbal, written or symbolic language or gesture directed at a staff member, that is rude, vulgar, disrespectful and defiant or considered inappropriate in public settings.

First Offense:	Conference with student, notification of parent and loss of privileges.
Second Offense:	1-3 days in-school suspension and parent conference.
Third Offense:	2-5 days in-school suspension and parent conference.
Fourth Offense:	3-7 days suspension and parent conference before readmission.

**Verbal Abuse to Staff of a Threatening Nature** – Verbal, written or symbolic language or gesture directed at a staff member that is threatening in nature.

First Offense:	2-5 days in-school suspension and notification of parents.
Second Offense:	3-5 days in-school suspension and parent conference.
Third Offense:	1-3 days suspension and parent conference before readmission.

**Weapons (see Board policy JFCJ)** – The possession or use of a weapon, concealed or otherwise, by any student is prohibited upon or in the vicinity of school grounds, while going to or from school or at any school sponsored event. Examples of such weapons include: knives, guns, chains, metal knuckles, fireworks or explosives. (This would include any item representing a weapon.)

1. Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo.

First Offense:	1-5 days in-school suspension and/or parent conference.
Second Offense:	5-10 days suspension.
Third Offense:	Expulsion.

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2. Possession of a firearm, as defined in 18 U.S.C. § 921 or any instrument or device defined in 571.010 RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense:	One calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.
Subsequent Offense:	Expulsion.

3. Possession or use of ammunition or a component of a weapon.

First Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

## VIOLATIONS AGAINST PUBLIC HEALTH AND SAFETY

### Possession of Drugs/Alcohol (see Board policies JFCH and JHCD)

1. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

First Offense:	In-school suspension or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

2. Possession of or attendance while under the influence of or soon after consuming any unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act. This includes energy enhancers, dietary supplements and nicotine patches.

First Offense:	1-5 days in-school suspension and parent conference before readmission.
Second Offense:	10-90 days suspension.
Third Offense:	Expulsion.

3. **Sale or Distribution** – Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense:	5-10 days suspension and parent conference before readmission.
Second Offense:	Expulsion.

**Tobacco Use and/or Possession of** – Students found to be possessing or using any tobacco product, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district related activities is prohibited. Tobacco **Prohibited** products will be confiscated and destroyed. It is against the law of Missouri for minors to buy, use or possess tobacco products. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy JHCD.

First Offense:	1-3 days in-school suspension and notification of parents.
Second Offense:	3-5 days in-school suspension and parent conference.
Third Offense:	1-3 days suspension and parent conference before readmission.

## **VIOLATIONS AGAINST PROPERTY**

**Arson** – Starting or attempting to start a fire or causing or attempting to cause an explosion.

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First Offense:	1-5 days suspension, parent conference.
Second Offense:	5-10 days suspension.

**Bomb Threats** – The Safe Schools Act 1996 increases the penalty for making a false bomb report from a Class A misdemeanor to a Class D felony.

First Offense:	10-90 days suspension/possible expulsion.
Second Offense:	Expulsion and/or referral to law enforcement agency.

**Extortion** – Threatening or intimidating any person for the purpose of, or with the intent of, obtaining money or anything of value from the student.

First Offense:	1-5 days in-school suspension, notification of parents and restitution.
Second Offense:	1-5 days suspension, parent conference and restitution.
Third Offense:	Expulsion.

**Failure to Care for or Return District Property** – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Detention or in-school suspension.

**False Alarm** – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.



First Offense:	2-5 days in-school suspension or 1-5 days out-of-school suspension, referral to juvenile authorities and notification of parents.
Second Offense:	5-10 days suspension, referral to juvenile authorities and parent conference.

**Incendiary Devices or Fireworks** – Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

First Offense:	Confiscation. Warning, principal/student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

**Nuisance Items** – Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes.

First Offense:	Confiscation. Warning, principal/student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

**Technology Misconduct (see Board policies EHB and KKB and procedure EHB-AP1)**

1. Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

First Offense:	Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension.
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Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.
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2. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal.

First Offense:	Confiscation, principal/student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

3. Violations, other than those listed in (1) or (2) above, of Board policy EHB, procedure EHB-AP1 or any policy or procedure regulating student use of personal electronic devices.

First Offense:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

4. Use of audio or visual recording equipment in violation of Board policy KKB.

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

**Theft** – Theft, attempted theft or knowing possession of stolen property:

First Offense:	1-3 days in-school suspension and restitution.
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Second Offense:	2-5 days in-school suspension, referral to law enforcement and restitution.
Third Offense:	2-5 days suspension, restitution.

**Threatening the Safety and Security of the School** – Threatening verbally, or in writing, to bring weapons on or near school property, including school grounds or buses, with the intent to commit harm to people or property.

First Offense:	10 day suspension by building principals or referral to superintendent and/or school Board for review and possible extension of initial 10 days, up to 180 days by the superintendent and one year by the school Board.
Second Offense:	Immediate suspension and referral to superintendent and school Board for expulsion.

**Vandalism (see Board policy ECA)** – Willful damage or the attempt to cause damage to any property, real or personal, belonging to the district, staff or students.

First Offense:	1-3 days in-school suspension, notification of parents and restitution.
Second Offense:	3-5 days in-school suspension, parent conference and restitution.
Third Offense:	2-5 days suspension, parent conference and restitution.

## **VIOLATIONS AGAINST SCHOOL ADMINISTRATION**

**Disruption and Interference with School** – No student shall block the doorway or corridor; prevent others from attending a class or school activity; block normal pedestrian or vehicular traffic; use violence, force/noise, coercion, threats, intimidation, harassment, fear, passive resistance or any other conduct intentionally to cause a disruption of the educational environment. Nor shall they refuse to identify themselves on request or encourage other students to violate any rule or school Board policy.

First Offense:	1-5 days in-school suspension.
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Second Offense:	2-5 days suspension.
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**Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences** – Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion and Other Disciplinary Consequences."

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's discipline policy.

First Offense:	Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

**Truancy or Tardiness (see Board policy JED)** – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.

First Offense:	1-3 days in-school suspension and parent conference.
Second Offense:	2-5 days in-school suspension and parent conference.
Third Offense:	1-3 days suspension, and removal from extracurricular activities.
Fourth Offense:	Expulsion.

**VIOLATIONS AGAINST PUBLIC DECENCY AND GOOD ORDER**

**Academic Dishonesty** – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

First Offense:	No credit for the work, grade reduction, or replacement assignment.
Subsequent Offense:	No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

**Gambling** – Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

First Offense:	Principal/Student conference, loss of privileges, detention, or in-school suspension.
Subsequent Offense:	Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

**Harassment, including Sexual Harassment (see Board policy AC)**

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense:	Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

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2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

First Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

**Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material** – Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

First Offense:	Confiscation. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

**Sexual Activity** – **Consensual** Acts of sex or ~~simulated acts~~ **consensual simulations** of sex including, but not limited to, intercourse or oral or manual stimulation.

First Offense:	Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

**Use of Disruptive Speech or Conduct** – Conduct or speech, be it verbal, written, pictorial or symbolic that materially and substantially disrupts classroom work, school activities, school functions such as not keeping hands and feet to yourself, lying, talking in class when told not to do so, insubordination and refusal to do work.

First Offense:	Conference with student, loss of privileges and notification of parents.
Second Offense:	1-3 days in-school suspension and parent conference.
Third Offense:	2-5 days in-school suspension.

**Use of Language or Action that is Disparaging, Demeaning or Threatening** – Words or actions, verbal, written, pictorial or symbolic meant to harass or injure other people, such as threats of violence, bullying, name-calling, putdowns, intentionally hurting others’ feelings, spitting, depantzing, defamation of a person’s race, religion, gender or ethnic origin.

First Offense:	1 day after-school detention.
Second Offense:	2 days after-school detention.
Third Offense:	1-5 days in-school suspension and parent conference.
Fourth Offense:	1-5 days suspension and parent conference prior to admission.

**Public Display of Affection** – Any distracting behavior by a student that is intended to show affection toward another student is inappropriate in the school setting. Such behavior will not be tolerated even if it is meant as a joke. Each situation will be dealt with on an individual basis.

**Secret Organizations (see Board policy JFCE)** – The Board of Education does not recognize secret organizations. Sororities, fraternities, gangs or secret societies of the community are not school organizations. Conduct by students while in school such as hazing of initiates, special attire (including pins and insignia or other identifying symbols), improper activity on campus or any other influence of sorority, fraternity, gang or secret society that interferes with the normal conduct of the educational program shall not be permitted. Each situation will be dealt with on an individual basis.

**Bus or Transportation Misconduct (see Board policy JFCC and procedure JFCC-AP1)** – Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense has been committed at the student’s assigned school.

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FILE: JG-R1  
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Transportation privileges may be suspended or revoked. All bus disciplinary actions are handled by the transportation department.

**Body Piercing (See Board policy JFCA and procedure JFCA-API1)** – In order to create an educational environment free of distractions in the classroom and also due to health and safety concerns related to blood-borne diseases, as well as student tendencies to grab and pull other students when playing or in physical education classes, body piercing (other than pierced ears) is prohibited. Examples of such pierces would include studs, loops or rings in the eyebrows, nose, tongue, belly button or other body areas. Therefore, all students shall refrain from wearing or displaying body piercing attire while at school or at school sponsored activities. Modest pierced-ear attire will be allowed at the discretion of the building principals. Any such pierced-ear attire that is considered a distraction to the educational environment or a health hazard will be prohibited. Jewelry in PE classes will be removed at the discretion of the PE teacher.

**Behavior not Covered Above** – The school district reserves the right to pursue disciplinary or legal action for behavior that is subversive to good order and discipline in the schools even though such behavior is not specified in the preceding written rules.

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***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 07/2003

Revised: 03/15/2005; 05/21/2008; 01/20/2009; 01/18/2011; 05/21/2013;

MSIP Refs: 6.6

West Plains R-VII School District, West Plains, Missouri



# REFERENCE COPY

FILE: JG-R2  
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## EXPLANATION: STUDENT DISCIPLINE – Grades 5-6

MSBA has revised the definition of "bullying" in this regulation to match the new definition of bullying in policy JFCF, which was modified in response to House Bill 1583 (2016).

MSBA has also revised the definition of "assault." This offense is modeled after the state criminal offenses of assault in the first, second and third degree. As of July 1, 2017, the definitions of those crimes will change, and there will be a criminal offense of assault in the fourth degree. MSBA has amended this regulation accordingly.

MSBA has also added a statement that students may be excluded from honors and awards as a disciplinary consequence.

The offense of "sexual activity" was amended to clarify that it only applies to consensual sexual activity. Nonconsensual sexual activity is a crime that must be reported to police and would fall under sexual harassment as well.

*MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.*

X	Board Secretary		Business Office	X	Coaches/Sponsors
	Facility Maintenance		Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
	Health Services		Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology

FILE: JG-R2  
Critical

## REFERENCE COPY

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Critical

## STUDENT DISCIPLINE (*Grades 5-6*)

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law.

Because there are varying degrees of severity in the following offenses, the administration reserves the right to consider the circumstances surrounding the incident, take the student's previous discipline record into account and determine appropriate action. The administration may, at their discretion, refer any violation of the discipline code to juvenile authorities. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

### **Reporting to Law Enforcement**

It is the policy of the West Plains R-VII School District to report crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

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

### **Documentation in Student's Discipline Record**

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.

### **Conditions of Suspension, Expulsion and Other Disciplinary Consequences**

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. ~~In addition~~ **When appropriate**, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, ~~if appropriate~~. **Likewise, a student may become ineligible for or be required to forfeit any honors and awards as a disciplinary consequence.** Furthermore, all work missed as a result of absences related to a suspension must be turned in upon the first day the student returns to school. Students failing to comply with this requirement will be treated the same as any other student who turns in late work.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline, shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

### **Impact on Grades**

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

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FILE: JG-R2  
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## Prohibited Conduct

The following are descriptions of prohibited conduct ~~as well as~~ and potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building. ~~All consequences must be~~ within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

## VIOLATIONS AGAINST PERSONS

### Assault - Student

1. Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third ~~or fourth~~ degree.

First Offense:	1-5 days in-school suspension or after-school detention and notification of parents.
Second Offense:	3-5 days out-of-school suspension and parent conference.
Third Offense:	5-10 days suspension and parent conference before readmission.

2. Knowingly causing or attempting to cause serious ~~bodily~~ physical injury or death to another person, recklessly causing serious ~~bodily~~ physical injury to another person, or any other act that constitutes assault in the first or second degree.

First Offense:	10-180 days out-of-school suspension or expulsion.
Subsequent Offense:	Expulsion.

**Bullying and Cyberbullying (see Board policy JFCF)** – Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. Students will not be disciplined for speech in situations where the speech is protected by law. Intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortion or threats; or threats of reprisal or retaliation for reporting such acts. Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager.

First Offense:	1-3 days in-school suspension and notification of parents.
Second Offense:	3-5 days in-school suspension and parent conference.
Third Offense:	2-5 days suspension and parent conference before readmission.

**False Accusations Toward Staff** – Any intentional slander or libelous statements made by a student towards any school employee that is malicious, untrue and meant to harm that staff member's reputation or employment will result in immediate suspension.

First Offense:	10 day suspension by building principals or referral to superintendent and/or Board for review and possible extension of initial 10 days, up to 180 days by the superintendent and one year by the Board and referral to juvenile authorities.
Second Offense:	Immediate suspension and referral to superintendent and school Board for expulsion and referral to juvenile authorities.

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**Fighting (see also, “Assault”)** – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense:	1-3 days in-school suspension or after-school detention and notification of parents.
Second Offense:	2-5 days out-of-school suspension and parent conference.
Third Offense:	5-10 days suspension and parent conference before readmission.

**Hazing (see Board policy ~~JFCG~~JFCF)** – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing **may** occur even when all students involved are willing participants.

First Offense:	1-3 days in-school suspension and notification of parents.
Second Offense:	3-5 days in-school suspension and parent conference.
Third Offense:	2-5 days suspension and parent conference before readmission.

**Instigating a Fight** – Students shall not instigate fights by actively encouraging others to fight, carrying messages which result in fights or take part in any other activity which results in a fight.

First Offense:	1-3 days in-school suspension or after-school detention and notification of parents.
Second Offense:	1-3 days out-of-school suspension and parent conference.
Third Offense:	5-10 days suspension and parent conference before readmission.

**Scuffling and Tripping** – Pushing or other actions that may cause injury. Injury will result in movement to third step.

First Offense:	1-2 days in-school suspension or after-school detention and notification of parents.
Second Offense:	2-3 days in-school suspension or after-school detention and parent conference.
Third Offense:	3-5 days in-school suspension or after-school detention and parent conference before readmission.
Fourth Offense:	1-3 days out-of-school suspension and parent conference before readmission.

**Verbal Abuse to Staff** – Verbal, written or symbolic language or gesture directed at a staff member, that is rude, vulgar, disrespectful and defiant or considered inappropriate in public settings.

First Offense:	1-3 days in-school suspension or after-school detention and notification of parent.
Second Offense:	1-3 days out-of-school suspension and parent conference.
Third Offense:	3-5 days out-of-school suspension and parent conference.
Fourth Offense:	5-10 days suspension and parent conference before readmission.

**Verbal Abuse to Staff of a Threatening Nature** – Verbal, written or symbolic language or gesture directed at a staff member that is threatening in nature.

First Offense:	2-5 days out-of-school suspension and notification of parents.
Second Offense:	5-10 days out-of-school suspension and parent conference.
Third Offense:	10-90 days suspension and parent conference before readmission or expulsion.



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**Weapons (see Board policy JFCJ)** – The possession or use of a weapon, concealed or otherwise, by any student is prohibited upon or in the vicinity of school grounds, while going to or from school or at any school sponsored event. Examples of such weapons include: knives, guns, chains, metal knuckles or explosives. (This would include any item representing a weapon.)

1. Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo.

First Offense:	1-5 days in-school or after-school detention and/or parent conference.
Second Offense:	5-10 days suspension.
Third Offense:	Expulsion.

2. Possession of a firearm, as defined in 18 U.S.C. § 921 or any instrument or device defined in 571.010 RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense:	One calendar year suspension or expulsion unless modified by the Board upon recommendation by the superintendent.
Subsequent Offense:	Expulsion.

3. Possession or use of ammunition or a component of a weapon.

First Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

**VIOLATIONS AGAINST PUBLIC HEALTH AND SAETY**

**Drugs/Alcohol (see Board policies JFCH and JHCD)**

1. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

First Offense:	In-school suspension or 1-180 days out-of-school suspension.
Second Offense:	1-180 days out-of-school suspension or expulsion.

2. Possession of or attendance while under the influence of or soon after consuming unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act. This includes energy enhancers, dietary supplements and nicotine patches.

First Offense:	5-10 days out-of-school suspension and parent conference before readmission. May be reduced to 5 days with drug/alcohol evaluation.
Second Offense:	10-90 days out-of-school suspension.
Third Offense:	Expulsion.

3. **Sale or Distribution** – Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.

First Offense:	5-10 days suspension and parent conference before readmission.
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Second Offense:	Expulsion.
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**Tobacco Use and/or Possession of** – Students found to be possessing or using any tobacco product, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district related activities is prohibited. Tobacco **Prohibited** products will be confiscated and destroyed. It is against the law of Missouri for minors to buy, use or possess tobacco products. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy JHCD.

First Offense:	1-3 days in-school suspension or after-school detention and notification of parents.
Second Offense:	1-3 days out-of-school suspension and parent conference.
Third Offense:	3-5 days suspension and parent conference before readmission.

## VIOLATIONS AGAINST PROPERTY

**Arson** – Starting or attempting to start a fire or causing or attempting to cause an explosion.

First Offense:	10-90 days out-of-school suspension, parent conference.
Subsequent Offense:	Expulsion.

**Bomb Threats** – The Safe Schools Act 1996 increases the penalty for making a false bomb report from a Class A misdemeanor to a Class D felony.

First Offense:	10-90 days suspension/possible expulsion.
Second Offense:	Expulsion.

**Extortion** – Threatening or intimidating any person for the purpose of, or with the intent of, obtaining money or anything of value from the student.

First Offense:	1-5 days in-school suspension or after-school detention, notification of parents and restitution.
Second Offense:	1-5 days out-of-school suspension, parent conference and restitution.
Third Offense:	Expulsion.

**Failure to Care for or Return District Property** – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Detention or in-school suspension.

**False Alarm** – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.

First Offense:	2-5 days in-school suspension or 1-5 days suspension and notification of parents.
Subsequent Offense:	5-10 days suspension and parent conference or referral for expulsion.

**Incendiary Devices or Fireworks** – Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

First Offense:	Confiscation. Warning, principal/student conference, detention, or in-school suspension.
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Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.
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**Nuisance Items** – Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes.

First Offense:	Confiscation. Warning, principal/student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

## Technology Misconduct (see Board policies EHB and KKB and procedure EHB-AP1)

1. Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

First Offense:	Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension.
Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

2. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal.

First Offense:	Confiscation, principal/student conference, detention, or in-school suspension.
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Subsequent Offense:	Confiscation, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
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3. Violations, other than those listed in (1) or (2) above, of Board policy EHB, procedure EHB-API or any policy or procedure regulating student use of personal electronic devices.

First Offense:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

4. Use of audio or visual recording equipment in violation of Board policy KKB.

First Offense:	Confiscation. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Principal/Student conference, detention, in-school suspension, or 1-10 days out-of-school suspension.

**Theft** – Theft, attempted theft or knowing possession of stolen property.

First Offense:	1-3 days in-school suspension or after-school detention and restitution, notification of parents.
Second Offense:	2-5 days out-of-school suspension, referral to law enforcement, restitution and parent conference.
Third Offense:	5-10 days suspension, restitution.

**Threatening the Safety and Security of the School** – Threatening verbally, or in writing, to bring weapons on or near school property, including school grounds or buses, with the intent to commit harm to people or property.

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First Offense:	10 days suspension by building principals or referral to superintendent and/or school Board for review and possible extension of initial 10 days, up to 180 days by the superintendent and one year by the school Board.
Second Offense:	Immediate suspension and referral to superintendent and Board for expulsion.

**Vandalism (see Board policy ECA)** – Willful damage or the attempt to cause damage to any property, real or personal, belonging to the district, staff or students.

First Offense:	1-3 days in-school suspension or after-school detention, notification of parents and restitution.
Second Offense:	1-3 days out-of-school suspension, parent conference and restitution.
Third Offense:	5-10 days suspension, parent conference and restitution.

## VIOLATIONS AGAINST SCHOOL ADMINISTRATION

**Disruption and Interference with School** – No student shall block the doorway or corridor; prevent others from attending a class or school activity; block normal pedestrian or vehicular traffic; use violence, force/noise, coercion, threats, intimidation, harassment, fear, passive resistance or any other conduct intentionally to cause a disruption of the educational environment. Nor shall they refuse to identify themselves on request or encourage other students to violate any rule or school Board policy.

First Offense:	1-5 days in-school suspension or after-school detention, and notification of parents.
Second Offense:	2-5 days suspension.

**Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences** – Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion and Other Disciplinary Consequences."

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's discipline policy.

First Offense:	Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

**Insubordination** – Defiance, willful refusal to perform requested action and disrespectfulness in word and action. Refusal to comply with a teacher's request in a timely or appropriate manner.

First Offense:	1-3 days in-school suspension or after-school detention and notification of parents.
Second Offense:	1-3 days out-of-school suspension and parent conference.
Third Offense:	3-6 days out-of-school suspension and parent conference.

**Truancy or Tardiness (see Board policy JED)** – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.

First Offense:	1 day after-school detention for each hour missed and parent conference.
Second Offense:	2-5 days in-school suspension and parent conference.
Third Offense:	1-3 days suspension.



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Fourth Offense:	Expulsion.
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## VIOLATIONS AGAINST PUBLIC DECENCY AND GOOD ORDER

**Academic Dishonesty** – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

First Offense:	No credit for the work, grade reduction, or replacement assignment.
Subsequent Offense:	No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

**Gambling** – Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

First Offense:	Principal/Student conference, loss of privileges, detention, or in-school suspension.
Subsequent Offense:	Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

## Harassment, including Sexual Harassment (see Board policy AC)

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense:	Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
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Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
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2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

First Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

**Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material** – Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

First Offense:	Confiscation. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

**Sexual Activity** – **Consensual** Acts of sex or ~~simulated acts~~ **consensual simulations** of sex including, but not limited to, intercourse or oral or manual stimulation.

First Offense:	Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

**Use of Disruptive Speech or Conduct** – Conduct or speech, be it verbal, written, pictorial or symbolic that materially and substantially disrupts classroom work, school activities, school

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FILE: JG-R2  
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functions such as not keeping hands and feet to yourself, lying, talking in class when told not to do so, insubordination and refusal to do work.

First Offense:	1-3 days in-school suspension or after-school detention and notification of parents.
Second Offense:	2-5 days in-school suspension or after-school detention and parent conference.
Third Offense:	3-6 days in-school suspension or after-school detention and parent conference.
Fourth Offense:	1-3 days out-of-school suspension and parent conference before readmission.

**Use of Language or Action that is Disparaging, Demeaning or Threatening** – Words or actions, verbal, written, pictorial or symbolic meant to harass or injure other people, such as threats of violence, bullying, name-calling, putdowns, intentionally hurting others’ feelings, spitting, depantzing, defamation of a person’s race, religion, gender or ethnic origin.

First Offense:	1 day after-school detention.
Second Offense:	1-5 days in-school suspension and conference with parents.
Third Offense:	1-5 days suspension and parent conference prior to readmission.

**Public Display of Affection** – Any distracting behavior by a student that is intended to show affection toward another student is inappropriate in the school setting. Such behavior will not be tolerated even if it is meant as a joke. Each situation will be dealt with on an individual basis.

**Secret Organizations (see Board policy JFCE)** – The Board of Education does not recognize secret organizations. Sororities, fraternities, gangs or secret societies of the community are not school organizations. Conduct by students while in school such as hazing of initiates, special attire (including pins and insignia or other identifying symbols), improper activity on campus or any other influence of sorority, fraternity, gang or secret society that interferes with the normal conduct of the educational program shall not be permitted. Each situation will be dealt with on an individual basis.

**Bus or Transportation Misconduct (see Board policy JFCC and procedure JFCC-API)** – Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense has been committed at the student’s assigned school. Transportation privileges may be suspended or revoked. All bus disciplinary actions are handled by the transportation department.

**Body Piercing (See Board policy JFCA and procedure JFCA-API)** – In order to create an educational environment free of distractions in the classroom and also due to health and safety concerns related to blood-borne diseases, as well as student tendencies to grab and pull other students when playing or in physical education classes, body piercing (other than pierced ears) is prohibited. Examples of such piercing would include studs, loops or rings in the eyebrows, nose, tongue, belly button or other body areas. Therefore, all students shall refrain from wearing or displaying body piercing attire while at school or at school sponsored activities. Modest pierced-ear attire will be allowed at the discretion of the building principals. Any such pierced-ear attire that is considered a distraction to the educational environment or a health hazard will be prohibited. Jewelry in PE classes will be removed at the discretion of the PE teacher.

**Behavior not Covered Above** – The school district reserves the right to pursue disciplinary or legal action for behavior that is subversive to good order and discipline in the schools even though such behavior is not specified in the preceding written rules.

\* \* \* \* \*

***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 07/2003

Revised: 03/15/2005; 05/21/2008; 01/20/2009; 01/18/2011; 05/21/2013;

MSIP Refs: 6.6

West Plains R-VII School District, West Plains, Missouri

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## EXPLANATION: STUDENT DISCIPLINE – Middle School

MSBA has revised the definition of "bullying" in this regulation to match the new definition of bullying in policy JFCF, which was modified in response to House Bill 1583 (2016).

MSBA has also revised the definition of "assault." This offense is modeled after the state criminal offenses of assault in the first, second and third degree. As of July 1, 2017, the definitions of those crimes will change, and there will be a criminal offense of assault in the fourth degree. MSBA has amended this regulation accordingly.

MSBA has also added a statement that students may be excluded from honors and awards as a disciplinary consequence.

The offense of "sexual activity" was amended to clarify that it only applies to consensual sexual activity. Nonconsensual sexual activity is a crime that must be reported to police and would fall under sexual harassment as well.

*MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.*

X	Board Secretary		Business Office	X	Coaches/Sponsors
	Facility Maintenance		Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
	Health Services		Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology

**STUDENT DISCIPLINE**  
*(Middle School)*

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law.

Because there are varying degrees of severity in the following offenses, the administration reserves the right to consider the circumstances surrounding the incident, take the student's previous discipline record into account and determine appropriate action. The administration may, at their discretion, refer any violation of the discipline code to juvenile authorities. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

**Reporting to Law Enforcement**

It is the policy of the West Plains R-VII School District to report crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of the crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

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

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## Documentation in Student's Discipline Record

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.

## Conditions of Suspension, Expulsion and Other Disciplinary Consequences

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. ~~In addition~~ **When appropriate**, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, ~~if appropriate~~. **Likewise, a student may become ineligible for or be required to forfeit any honors and awards as a disciplinary consequence.** Furthermore, all work missed as a result of absences related to a suspension must be turned in upon the first day the student returns to school. Students failing to comply with this requirement will be treated the same as any other student who turns in late work.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
3. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

### Impact on Grades

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

### Prohibited Conduct

The following are descriptions of prohibited conduct ~~as well as~~ and potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building. ~~All consequences must be~~ within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

### DEFINITIONS OF VIOLATIONS

**Academic Dishonesty:** Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

**Arson:** Starting or attempting to start a fire or causing or attempting to cause an explosion.

**Assault:** Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third **or fourth** degree. Knowingly causing or attempting to cause serious **bodily physical** injury or death to another person, recklessly causing serious **bodily physical** injury to another person, or any other act that constitutes assault in the first or second degree.

**Bomb Threats:** The Safe Schools Act 1996 increases the penalty for making a false bomb report from a Class A misdemeanor to a Class D felony.

**Bullying and Cyberbullying (see Board policy JFCF):** ~~Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts; sending or posting harmful or cruel text or images using the Internet or other digital communication~~



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devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. Students will not be disciplined for speech in situations where the speech is protected by law. Intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortion or threats; or threats of reprisal or retaliation for reporting such acts. Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager.

**Bus or Transportation Misconduct (see Board policy JFCC):** Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense had been committed at the student's assigned school. In addition, transportation privileges may be suspended or revoked.

**Dishonesty:** Any act of lying, whether verbal or written, including forgery.

**Disruptive/Harmful Items:** Because they have the potential to cause serious harm, students are not permitted to have the following items on school property or during school activities: snowballs, pocket knives, chains, laser lights or jewelry with large spikes. Additionally, any item normally found on school property but used in a disruptive or harmful manner is prohibited as well. Examples include: rocks, pens and pencils, rubber bands, and paper in the form of airplanes, spitballs, etc.

**Disruption and Interference with School:** No student shall block the doorway or corridor; prevent others from attending a class or school activity; block normal pedestrian or vehicular traffic; use violence, force/noise, coercion, threats, intimidation, harassment, fear, passive resistance or any other conduct intentionally to cause a disruption of the educational environment. Nor shall they refuse to identify themselves on request or encourage other students to violate any rule or school Board policy.

**Dress Code/Body Piercing (See Board policy JFCA and procedure JFCA-AP1):** In order to create an educational environment free of distractions in the classroom and also due to health and safety concerns related to blood-borne diseases, as well as student tendencies to grab and pull other students when playing or in physical education classes, body piercing (other than pierced ears) is prohibited. Examples of such pierces would include studs, loops or rings in the eyebrows, nose, tongue, belly button or other body areas. Therefore, all students shall refrain from wearing or displaying body piercing attire while at school or at school sponsored activities. Modest pierced-ear attire will be allowed at the discretion of the building principals. Any such pierced-ear attire that is

considered a distraction to the educational environment or a health hazard will be prohibited. Jewelry in PE classes will be removed at the discretion of the PE teacher.

**Drugs/Alcohol (see Board policies JFCH and JHCD):** Possession of, use or attendance while under the influence of or soon after consuming unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances, or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act.. This includes energy enhancers, dietary supplements and nicotine patches. Such incidents will be reported to law enforcement. Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act, while on school premises or at school related functions, is prohibited. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

**Extortion:** Threatening or intimidating any person for the purpose of, or with the intent of, obtaining money or anything of value from the student.

**Failure to Care for or Return District Property:** Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

**Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences:** Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion and Other Disciplinary Consequences."

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's discipline policy.

**False Accusations Toward Staff:** Any intentional slander or libelous statements made by a student towards any school employee that is malicious, untrue and meant to harm that staff member's reputation or employment will result in immediate suspension.

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**False Alarm:** Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.

**Fighting/Instigation of a Fight (see also, “Assault”):** Mutual combat in which both parties have contributed to the conflict either verbally or by physical action. Students shall not instigate fights by actively encouraging others to fight, carrying messages which result in fights or take part in any other activity which results in a fight.

**Gambling:** Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

**Harassment, including Sexual Harassment (see Board policy AC):** (1) Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic. (2.) Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

**Hazing (see Board policy JFCG-JFCF):** Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing **may** occur even when all students involved are willing participants.

**Inappropriate language:** Profanity, degrading, offensive language or gestures.

**Incendiary Devices or Fireworks:** Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

**Insubordination/Defiance:** The immediate, willful refusal to perform a teacher’s or staff member’s request and disrespectfulness in word or action. Refusal to comply with a teacher’s request in a

timely or appropriate manner. Failure to give correct name when asked by a staff member is considered insubordination.

**Nuisance Items:** Possession or use of items such as toys, games, and portable media players that are not authorized for educational purposes.

**Public Display of Affection:** Any distracting behavior by a student that is intended to show affection toward another student, including hand holding, hugging or kissing, is inappropriate in the school setting and will be defined as excessive display of affection.

**Scuffling and Tripping:** Pushing or other actions that may cause injury.

**Secret Organizations (see Board policy JFCE):** The Board of Education does not recognize secret organizations. Sororities, fraternities, gangs or secret societies of the community are not school organizations. Conduct by students while in school such as hazing of initiates, special attire (including pins and insignia or other identifying symbols), improper activity on campus or any other influence of sorority, fraternity, gang or secret society that interferes with the normal conduct of the educational program shall not be permitted. Each situation will be dealt with on an individual basis.

**Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material:** Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

**Sexual Activity:** **Consensual** Acts of sex or simulated acts **consensual simulations** of sex including, but not limited to, intercourse or oral or manual stimulation.

**Technology Misconduct (see Board policies EHB and KKB and procedure EHB-AP1):** Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by

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a district-sponsored class or activity, or otherwise permitted by the building principal. Violations of Board policy EHB, procedure EHB-AP1 or any policy or procedure regulating student use of personal electronic devices. Use of audio or visual recording equipment in violation of Board policy.

**Theft:** Theft, attempted theft or knowing possession of stolen property.

**Threatening Bodily Harm:** Telling staff or students you will kill, hurt or injure him or her.

**Threatening the Safety and Security of the School:** Threatening verbally, or in writing, to bring weapons on or near district property, including school grounds or buses, with the intent to commit harm to people or property.

**Tobacco Use and/or Possession of:** Students found to be possessing or using any tobacco product, electronic cigarettes, or other nicotine-delivery products on district property, district transportation or at any district related activities is prohibited. Tobacco Prohibited products will be confiscated and destroyed. It is against the law of Missouri for minors to buy, use or possess tobacco products. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy JHCD.

**Truancy or Tardiness (see Board policy JED):** Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians; arriving after the expected time class or school begins, as determined by the district.

**Unauthorized Entry:** Entering or assisting any other person to enter a district facility, office, locker, or other area that is locked or not open to the general public; entering or assisting any other person to enter a district facility through an unauthorized entrance; assisting unauthorized persons to enter a district facility through any entrance.

**Use of Disruptive Speech or Conduct:** Conduct or speech, be it verbal, written, pictorial or symbolic that materially and substantially disrupts classroom work, school activities, school functions such as not keeping hands and feet to yourself, lying, cheating, talking in class when told not to do so, insubordination and refusal to do work.

**Vandalism (see Board policy ECA):** Willful damage or the attempt to cause damage to real or personal property belonging to the district, staff or students.

**Weapons (see Board policy JFCJ):** The possession or use of a weapon as defined in Board policy, concealed or otherwise, by any student is prohibited upon or in the vicinity of school grounds, while going to or from school or at any school sponsored event. Examples of such weapons include:

knives, guns, chains, metal knuckles or explosives. Possession or use of ammunition or a component of a weapon. (This would include any item representing a weapon.)

## **DEFINITIONS OF CONSEQUENCES**

**After School Detention (ASD):** May be assigned as a consequence for inappropriate behavior. Students not staying for detention on the day(s) assigned may be suspended from school. Parents are responsible for providing transportation for students assigned to detention. After school detention will be held from 3:30 until 5:00 pm.

**In-School Suspension (ISS):** May be assigned for inappropriate behavior. Students assigned to ISS will be isolated during the day in the ISS area under the supervision of the ISS monitor. While in ISS students will be given work from regular classroom teachers to complete during the day. Inappropriate behavior during ISS will result in out of school suspension or additional days of ISS.

**Juvenile Office (JO):** Referral to the Juvenile Office.

**Long Term Suspension:** The superintendent may suspend a student for more than ten days for serious misbehavior or violations of the conduct code or the recurrence of misbehavior.

**Loss of Privileges:** May include denial of hall passes, attendance at assemblies, school activities, participation in athletics, going outside during lunch or before school and may also include being restricted to an assigned seat at lunch or in class.

**Lunchtime Detention (LD):** Lunchtime detention may be assigned for inappropriate behavior. Students are assigned to a classroom during lunchtime and a sack lunch will be available from the cafeteria.

**Out-of-School Suspension (OSS):** The most drastic action that can be taken by the principal. During suspension the student is not to be on school grounds or at school sponsored activities. Work assigned during suspension may be made up, but must be turned in no later than the day following the return to school. All suspension of eight or more days require a meeting with the superintendent prior to re-entry.

## **Chart of Consequences**

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	Step 1	Step 2	Step 3	Step 4
Academic Dishonesty	No credit for the work, grade reduction, or replacement assignment.	No credit for the work, grade reduction, course failure, or removal from extracurricular activities.		
Arson	10-180 days OSS, referral for expulsion			
Assault (Injury will move to Step 3)	1-3 days OSS	3-5 days OSS	5 - 10 days OSS	10-90 days OSS, referral expulsion
Bomb Threat	10-180 days OSS, referral for expulsion			
Bullying and Cyberbullying	1-3 days ISS or OSS	5-10 days OSS, report to police	10-90 days OSS	10-180 days OSS
Bus or Transportation Misconduct	Transportation privileges may be suspended or revoked. All bus disciplinary actions are handled by the transportation department.			
Dishonesty	1-3 days ASD	1-3 days ISS or OSS	2-3 days OSS	5-10 days OSS
Disruptive/Harmful Items – Possession	Confiscation and 1-3 days ASD	Confiscation and 3-5 days ASD or ISS	Confiscation and 1-3 days OSS	Confiscation and 3-5 days OSS
Disruptive/Harmful Device or Item – Use of (injury will result in movement to step 2 & report to police. Item used as a weapon will be dealt with under weapons.)	3-5 days ISS or OSS	5-10 days OSS	10-90 days OSS	10-180 days OSS and possible expulsion
Disruptive Misconduct	2-3 days ASD	2-5 days ASD or 1-2 days ISS	3-6 days ASD or 2-3 days ISS, parent conf.	3-5 days ISS or OSS

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	Step 1	Step 2	Step 3	Step 4
Dress Code Violations	Warning and correction	Parent contact, correction	1-3 days ASD or 1 day ISS	3-5 days ASD or 2 days ISS
Drugs or Alcohol – Possession, Use or Attendance under the Influence of	10 days OSS, may be reduced to 5 days with drug/alcohol evaluation	10-90 days OSS	10-180 days OSS, referral for expulsion	
Drugs or Alcohol – Sale or distribution of	10-90 days OSS	10-180 days OSS, referral for expulsion		
Extortion	1-5 days OSS	5-10 days OSS, report to police	10 days OSS	10-90 days OSS
Failure to bring necessary materials to class or complete assignments	1 day ASD	2 days ASD or 1 day ISS	3 days ASD or 2 days ISS and parent conference	4 days ASD or 2-4 days ISS
Failure to Care for or Return District Property	Restitution. Principal/Student conference, detention, or in-school suspension.	Restitution. Detention or in-school suspension.		
Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences	Verbal warning, ASD, ISS, 1-180 days OSS or expulsion Report to law enforcement for trespassing if expelled.	ISS, 1-180 days OSS or expulsion Report to law enforcement for trespassing if expelled.		
Failure to Stay for ASD	2 days ASD	2 days ASD or 1 day ISS	1-3 days ISS	1-3 days OSS
False Accusations towards staff	10-90 days OSS	10-180 days OSS, referral for expulsion		



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	Step 1	Step 2	Step 3	Step 4
False Alarm or Report, such as 911 calls, fire alarms. Telling others that there will be violence at school.	5-10 days OSS	10 days OSS, referral for expulsion		
Fighting	Suspension for remainder of day and 1-3 days ASD or ISS	2-5 days OSS	5-10 days OSS	10-90 days OSS
Fight – Contributing to	1-2 days ASD	2-3 days ASD	3-4 days ASD or 1 day ISS	2-3 days ISS or OSS
Gambling	1-3 days ASD	1-3 days ISS or OSS	3-5 days OSS	5-10 days OSS
Harassment, including Sexual Harassment (with no physical contact or exposure)	1-3 days ISS	2-5 days ISS or OSS	5-10 days OSS	10 days OSS
Harassment, including Sexual Harassment (with physical contact or exposure)	2-5 days ISS or OSS	5-10 days OSS	10-90 days OSS	10-180 days OSS, referral for expulsion
Hazing	1-3 days ISS or OSS	5-10 days OSS, report to police	10-90 days OSS	10-180 days OSS
Inappropriate Language	Warning or 1-3 days ASD	3-5 days ASD or 1-2 days ISS	2-5 days ISS parent conf.	3-5 days OSS
Inappropriate Language towards a staff member	2-5 days ISS	3-5 days OSS	5-10 days OSS	10-90 days OSS
Incendiary Devices or Fireworks	Confiscation. Warning, principal/student conference, detention, or ISS.	Confiscation. Principal/Student conference, detention, ISS, or 1-10 days OSS.		
Insubordination/Defiance	1-3 days OSS	2-5 days OSS	3-6 days OSS	5-10 days OSS

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	Step 1	Step 2	Step 3	Step 4
Lewd or Obscene literature, writing, objects or materials	1-3 days ASD	1-3 days ISS	2-5 days ISS	5-10 days OSS
Nuisance Items	Confiscation. Warning, principal/student conference, detention or ISS	Confiscation. Principal/Student conference, detention, ISS, or 1-10 days OSS.		
Possession of a Weapon (other than a firearm)	10-90 days OSS	10-180 days OSS, referral for expulsion		
Possession of a Firearm	Referral to the superintendent for suspension up to one calendar year or expulsion			
Possession or use of ammunition or a component of a weapon	ISS, 1-180 days OSS, or expulsion	1-180 days OSS or expulsion.		
Public Display of Affection	Warning and notice home	1-2 days ASD	3-5 days ASD or 1 day ISS	1-3 days ISS or OSS
Scuffling, Tripping, Pushing. (Injury will result in movement to third step and will be reported to police.)	1-2 days ASD	2-3 days ASD or 1 day ISS	3-5 days ASD or 2 days ISS	3 days ISS or OSS
Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material	Confiscation. Principal/Student conference, detention, or ISS.	Confiscation. Detention, ISS, 1-180 days OSS or expulsion.		
Sexual Activity	Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.		

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	Step 1	Step 2	Step 3	Step 4
Striking, Slapping, Kicking at staff (contact will result in movement to Step 2)	5-10 days OSS	10-90 days OSS, referral for expulsion		
Tardies	1 day LD	2 days LD	1 day ASD	2 days ASD or 1 day ISS
Technology Misconduct	Warning and notification of parents	One (1) year suspension of all Internet use privileges.		
Technology Misconduct—Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic device during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal	Confiscation, principal/student conference, ASD or ISS	Confiscation, principal/student conference, ASD or ISS, 1-180 days OSS, or expulsion		
Theft or Vandalism	Restitution, 1-3 days ASD or ISS	Restitution, 3-5 days OSS	Restitution, 5-10 days OSS	Restitution, 10-90 days OSS
Threatening Bodily Harm	Administration will investigate each reported incident and determine level of consequences warranted.			
Threatening the Safety & Security of the School	10-180 days OSS, referral for expulsion			

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	Step 1	Step 2	Step 3	Step 4
Tobacco Possession electronic cigarettes, or other nicotine-delivery products	Confiscation, 1-3 days ASD	Confiscation, 1-3 days ISS or OSS	Confiscation, 3-5 days ISS or OSS	Confiscation, 5-10 days OSS
Tobacco Use, electronic cigarettes, or other nicotine-delivery products or Distribution	Confiscation, 1-3 days ISS or OSS	Confiscation, 3-5 days ISS or OSS	Confiscation, 5-10 days OSS	Confiscation, 10-90 days OSS
Truancy	1-3 days ISS	3-5 days ISS, referral to J.O.	1-3 days OSS, referral to J.O.	3-5 days OSS, referral to J.O.
Unauthorized Entry	Principal/Student conference, ASD, ISS, or 1-180 days OSS	1-180 days OSS or expulsion		
Uncooperative Behavior	1-3 days ASD	2-5 days ASD or 1- 2 days ISS	3-6 days ASD or 2-3 days ISS, parent conf.	3-5 days ISS or OSS
Verbally Threatening Bodily Harm towards Staff	3-5 days OSS	5-10 days OSS	10-90 days OSS, referral for expulsion	
Violation of Lunchroom or playground rules	Loss of privileges	1-3 days LD	2-5 days LD	1-3 days ISS
Behaviors not Covered Above	Consequences will be based on the seriousness of the incident and its impact on the safe and orderly operation of the educational environment and/or its impact on the safety and well being of students.			

\* \* \* \* \*

***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 07/2003

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Revised: 03/15/2005; 05/21/2008; 01/20/2009; 01/18/2011; 05/21/2013;

MSIP Refs: 6.6

West Plains R-VII School District, West Plains, Missouri

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## EXPLANATION: STUDENT DISCIPLINE – High School and Career Center

MSBA has revised the definition of "bullying" in this regulation to match the new definition of bullying in policy JFCF, which was modified in response to House Bill 1583 (2016).

MSBA has also revised the definition of "assault." This offense is modeled after the state criminal offenses of assault in the first, second and third degree. As of July 1, 2017, the definitions of those crimes will change, and there will be a criminal offense of assault in the fourth degree. MSBA has amended this regulation accordingly.

MSBA has also added a statement that students may be excluded from honors and awards as a disciplinary consequence.

The offense of "sexual activity" was amended to clarify that it only applies to consensual sexual activity. Nonconsensual sexual activity is a crime that must be reported to police and would fall under sexual harassment as well.

*MSBA recommends that copies of this document be routed to the following areas because the content is of particular importance to them. The titles on this list may not match those used by the district. Please forward copies to the district equivalent of the title indicated.*

X	Board Secretary		Business Office	X	Coaches/Sponsors
	Facility Maintenance		Food Service		Gifted
	Human Resources	X	Principals		Library/Media Center
	Health Services		Counselor	X	Special Education
	Transportation	X	Public Info/Communications		Technology

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## **STUDENT DISCIPLINE** *(High School and Career Center)*

The Student Code of Conduct is designed to foster student responsibility, respect for others, and to provide for the orderly operation of district schools. No code can be expected to list each and every offense that may result in disciplinary action; however, it is the purpose of this code to list certain offenses which, if committed by a student, will result in the imposition of a certain disciplinary action. Any conduct not included herein, any aggravated circumstance of any offense, or any action involving a combination of offenses may result in disciplinary consequences that extend beyond this code of conduct as determined by the principal, superintendent and/or Board of Education. In extraordinary circumstances where the minimum consequence is judged by the superintendent or designee to be manifestly unfair or not in the interest of the district, the superintendent or designee may reduce the consequences listed in this policy, as allowed by law.

Because there are varying degrees of severity in the following offenses, the administration reserves the right to consider the circumstances surrounding the incident, take the student's previous discipline record into account and determine appropriate action. The administration may, at their discretion, refer any violation of the discipline code to juvenile authorities. This code includes, but is not necessarily limited to, acts of students on district property, including playgrounds, parking lots and district transportation, or at a district activity, whether on or off district property. The district may also discipline students for off-campus conduct that negatively impacts the educational environment, to the extent allowed by law.

### **Reporting to Law Enforcement**

It is the policy of the West Plains R-VII School District to report crimes occurring on district property to law enforcement, including, but not limited to, the crimes the district is required to report in accordance with law. A list of crimes the district is required to report is included in policy JGF.

The principal shall also notify the appropriate law enforcement agency and superintendent if a student is discovered to possess a controlled substance or weapon in violation of the district's policy.

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

### **Documentation in Student's Discipline Record**

The principal, designee or other administrators or school staff will maintain all discipline records as deemed necessary for the orderly operation of the schools and in accordance with law and policy JGF.



### **Conditions of Suspension, Expulsion and Other Disciplinary Consequences**

All students who are suspended or expelled, regardless of the reason, are prohibited from participating in or attending any district-sponsored activity, or being on or near district property or the location of any district activity for any reason, unless permission is granted by the superintendent or designee. ~~In addition~~ **When appropriate**, the district may prohibit students from participating in activities or restrict a student's access to district property as a disciplinary consequence even if a student is not suspended or expelled from school, ~~if appropriate~~. **Likewise, a student may become ineligible for or be required to forfeit any honors and awards as a disciplinary consequence.** Furthermore, all work missed as a result of absences related to a suspension must be turned in upon the first day the student returns to school. Students failing to comply with this requirement will be treated the same as any other student who turns in late work.

In accordance with law, any student who is suspended for any offenses listed in § 160.261, RSMo., or any act of violence or drug-related activity defined by policy JGF as a serious violation of school discipline shall not be allowed to be within 1,000 feet of any district property or any activity of the district, regardless of whether the activity takes place on district property, unless one of the following conditions exist:

1. The student is under the direct supervision of the student's parent, legal guardian, custodian or another adult designated in advance, in writing, to the student's principal by the student's parent, legal guardian or custodian, and the superintendent or designee has authorized the student to be on district property.
2. The student is enrolled in and attending an alternative school that is located within 1,000 feet of a public school in the district.
4. The student resides within 1,000 feet of a public school in the district and is on the property of his or her residence.

If a student violates the prohibitions in this section, he or she may be suspended or expelled in accordance with the offense, "Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences," listed below.

### **Impact on Grades**

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

# REFERENCE COPY

FILE: JG-R4  
Critical

## Prohibited Conduct

The following are descriptions of prohibited conduct ~~as well as~~ and potential consequences for violations. Building-level administrators are authorized to more narrowly tailor potential consequences as appropriate for the age level of students in the building. ~~All consequences must be~~ within the ranges established in this regulation. In addition to the consequences specified here, school officials will notify law enforcement and document violations in the student's discipline file pursuant to law and Board policy.

## VIOLATIONS AGAINST PERSONS

### Assault - Student

1. Using physical force, such as hitting, striking or pushing, to cause or attempt to cause physical injury; placing another person in apprehension of immediate physical injury; recklessly engaging in conduct that creates a grave risk of death or serious physical injury; causing physical contact with another person knowing the other person will regard the contact as offensive or provocative; or any other act that constitutes criminal assault in the third **or fourth** degree.

First Offense:	5-10 days suspension and parent conference with principal.
Second Offense:	11-180 days suspension; possible expulsion.

2. Knowingly causing or attempting to cause serious **bodily physical** injury or death to another person, recklessly causing serious **bodily physical** injury to another person, or any other act that constitutes assault in the first or second degree.

First Offense:	10-180 days out-of-school suspension or expulsion.
Subsequent Offense:	Expulsion.

**Bullying and Cyberbullying (see Board policy JFCF)** – ~~Intimidation or harassment of a student or multiple students perpetuated by individuals or groups. Bullying includes, but is not limited to:~~ physical actions, including violence, gestures, theft, or damaging property; oral or written taunts, ~~including name-calling, put-downs, extortion, or threats; threats of retaliation for reporting such acts;~~

~~sending or posting harmful or cruel text or images using the Internet or other digital communication devices; sending or posting materials that threaten or raise concerns about violence against others, suicide or self-harm. Students will not be disciplined for speech in situations where the speech is protected by law.~~ Intimidation, unwanted aggressive behavior, or harassment that is repetitive or is substantially likely to be repeated and causes a reasonable student to fear for his or her physical safety or property; that substantially interferes with the educational performance, opportunities or benefits of any student without exception; or that substantially disrupts the orderly operation of the school. Bullying includes, but is not limited to: physical actions, including violence, gestures, theft or property damage; oral, written or electronic communication, including name-calling, put-downs, extortion or threats; or threats of reprisal or retaliation for reporting such acts. Cyberbullying is a form of bullying committed by transmission of a communication including, but not limited to, a message, text, sound or image by means of an electronic device including, but not limited to, a telephone, wireless telephone or other wireless communication device, computer or pager.

First Offense:	5 days suspension; parent conference with principal.
Second Offense:	10 days suspension; parent conference with superintendent.
Third Offense:	11-180 days suspension; possible expulsion.

**Fighting (see also, “Assault”)** – Mutual combat in which both parties have contributed to the conflict either verbally or by physical action.

First Offense:	5-10 days suspension; parent conference with principal.
Second Offense:	10 days suspension; parent conference with superintendent.
Third Offense:	11-180 days suspension; possible expulsion.

**Hazing (see Board policy JFCG-JFCF)** – Any activity that a reasonable person believes would negatively impact the mental or physical health or safety of a student or put the student in a ridiculous, humiliating, stressful or disconcerting position for the purposes of initiation, affiliation, admission, membership or maintenance of membership in any group, class, organization, club or athletic team including, but not limited to, a grade level, student organization or district-sponsored activity. Hazing ~~may~~ can occur even when all students involved are willing participants.

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FILE: JG-R4  
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First Offense:	5 days suspension; parent conference with principal.
Second Offense:	10 days suspension; parent conference with superintendent.
Third Offense:	11-180 days suspension; possible expulsion.

## Harassment, including Sexual Harassment (see Board policy AC)

1. Use of material of a sexual nature or unwelcome verbal, written or symbolic language based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples of illegal harassment include, but are not limited to, racial jokes or comments; requests for sexual favors and other unwelcome sexual advances; graffiti; name calling; or threatening, intimidating or hostile acts based on a protected characteristic.

First Offense:	Principal/Student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.

2. Unwelcome physical contact of a sexual nature or that is based on gender, race, color, religion, sex, national origin, ancestry, disability or any other characteristic protected by law. Examples include, but are not limited to, touching or fondling of the genital areas, breasts or undergarments, regardless of whether the touching occurred through or under clothing; or pushing or fighting based on protected characteristics.

First Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

**Incendiary Devices or Fireworks** – Possessing, displaying or using matches, lighters or other devices used to start fires unless required as part of an educational exercise and supervised by district staff; possessing or using fireworks.

First Offense:	2-10 days suspension.
Second Offense:	5-10 days suspension; referral to superintendent.

**Instigating a Fight** – Students shall not instigate fights by actively encouraging others to fight, carrying messages which result in fights or take part in any other activity which results in a fight.

First Offense:	1-3 days suspension; parent conference.
Second Offense:	3-5 days suspension; conference required for readmission.
Third Offense:	10 day suspension; referral to principal before readmission.

**Knives** – The possession or use of any type of knife, including pocket knives, is prohibited.

First Offense:	1-3 days in-school suspension and/or after school detention; parent conference.
Second Offense:	3-5 days suspension; referral to principal.
Third Offense:	5-10 days suspension; referral to superintendent for readmission.

**Sexting and/or Possession of Sexually Explicit, Vulgar or Violent Material** – Students may not possess or display, electronically or otherwise, sexually explicit, vulgar or violent material including, but not limited to, pornography or depictions of nudity, violence or explicit death or injury. This prohibition does not apply to curricular material that has been approved by district staff for its educational value. Students will not be disciplined for speech in situations where it is protected by law.

## REFERENCE COPY

FILE: JG-R4  
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First Offense:	Confiscation. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation. Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

**Sexual Activity** – **Consensual** Acts of sex or simulated acts **consensual simulations** of sex including, but not limited to, intercourse or oral or manual stimulation.

First Offense:	Principal/Student conference, detention, in-school suspension, or 1-180 days out-of-school suspension.
Subsequent Offense:	Detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

**Verbal Abuse to Staff** – Verbal, written or symbolic language or gesture directed at a staff member, that is rude, vulgar, disrespectful and defiant or considered inappropriate in public settings.

First Offense:	1-3 days after-school detention and/or in-school suspension.
Second Offense:	2-5 days suspension.
Third Offense:	5-10 days suspension.
Fourth Offense:	Expulsion.

**Verbal Abuse to Staff of a Threatening Nature** – Verbal, written or symbolic language or gesture directed at a staff member that is threatening in nature.

First Offense:	5-10 days suspension.
Second Offense:	10 days suspension.
Third Offense:	Expulsion.

**Weapons (see Board policy JFCJ)** – The possession or use of a weapon, concealed or otherwise, by any student is prohibited upon or in the vicinity of school grounds, while going to or from school or at any school sponsored event. Examples include, but are not limited to: knives, guns, chains, metal knuckles, fireworks or explosives. (This would include any item representing a weapon.)

1. Possession or use of any weapon as defined in Board policy, other than those defined in 18 U.S.C. § 921, 18 U.S.C. § 930(g)(2) or § 571.010, RSMo.

First Offense:	10-180 days suspension, possible expulsion.
Second Offense:	180 days suspension, possible expulsion.

2. Possession of a firearm, as defined in 18 U.S.C. § 921 or any instrument or device defined in 571.010 RSMo., or any instrument or device defined as a dangerous weapon in 18 U.S.C. § 930(g)(2).

First Offense:	One calendar year suspension or expulsion, unless modified by the Board upon recommendation by the superintendent.
Subsequent Offense:	Expulsion.

3. Possession or use of ammunition or a component of a weapon.

First Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

## **VIOLATIONS AGAINST PUBLIC HEALTH AND SAFETY**

### **Drugs/Alcohol (see Board policies JFCH and JHCD)**

1. Possession, sale, purchase or distribution of any over-the-counter drug, herbal preparation or imitation drug or herbal preparation.

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FILE: JG-R4  
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First Offense:	In-school suspension or 1-180 days out-of-school suspension.
Subsequent Offense:	1-180 days out-of-school suspension or expulsion.

2. Possession of or attendance while under the influence of or soon after consuming unauthorized prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act. This includes energy enhancers, dietary supplements and nicotine patches.

First Offense:	10 day suspension. If a student agrees to a chemical dependency evaluation at an approved facility, suspension will be reduced to 5 days.
Second Offense:	11-180 day suspension; pending expulsion, unless the student agrees to a chemical dependency evaluation and complies with the recommended treatment plan.
Third Offense:	Expulsion.

3. Sale, purchase or distribution of any prescription drug, alcohol, narcotic substance, unauthorized inhalants, counterfeit drugs, imitation controlled substances or drug-related paraphernalia, including controlled substances and illegal drugs defined as substances identified under schedules I, II, III, IV or V in section 202(c) of the Controlled Substances Act

First Offense:	Expulsion.
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**Laser Lights** – Laser pointers/lights may cause eye damage and therefore are prohibited at school and all school activities:

First Offense:	1-10 days suspension; parent conference.
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Second Offense:	3-5 days suspension; referral to principal.
Third Offense:	10 days suspension; referral to superintendent for readmission.

**Secret Organizations (see Board policy JFCE)** – The Board of Education does not recognize secret organizations. Sororities, fraternities, gangs or secret societies of the community are not school organizations. Conduct by students while in school such as hazing of initiates, special attire (including pins and insignia or other identifying symbols), improper activity on campus or any other influence of sorority, fraternity, gang or secret society that interferes with the normal conduct of the educational program shall not be permitted.

First Offense:	10-180 days suspension.
Second Offense:	90-180 days suspension.

**Tobacco Use and/or Possession of** – Students found to be possessing or using any tobacco product, electronic cigarettes, or other nicotine-delivery products on district premises, or areas adjacent to school, district transportation or at any district related activities is prohibited. **Tobacco Prohibited** products will be confiscated and destroyed. It is against the law of Missouri for minors to buy, use or possess tobacco products. Nicotine patches or other medications used in a tobacco cessation program may only be possessed in accordance with district policy JHCD.

First Offense:	2-5 days after-school detention and/or in-school suspension.
Second Offense:	5-10 days after-school detention and/or in-school suspension.
Third Offense:	5-10 days suspension.

## **VIOLATIONS AGAINST PROPERTY**

**Arson** – Starting or attempting to start a fire or causing or attempting to cause an explosion.

## REFERENCE COPY

FILE: JG-R4  
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First Offense:	10-90 days suspension with possible expulsion.
Second Offense:	11-180 days suspension with possible expulsion.
Third Offense:	Expulsion.

**Bomb Threats** – The Safe Schools Act 1996 increases the penalty for making a false bomb report from a Class A misdemeanor to a Class D felony.

First Offense:	10-90 days suspension/possible expulsion.
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**Extortion** – Threatening or intimidating any person for the purpose of, or with the intent of, obtaining money or anything of value from the student:

First Offense:	5-10 days suspension.
Second Offense:	Expulsion.

**Failure to Care for or Return District Property** – Loss of, failure to return, or damage to district property including, but not limited to, books, computers, calculators, uniforms, and sporting and instructional equipment.

First Offense:	Restitution. Principal/Student conference, detention, or in-school suspension.
Subsequent Offense:	Restitution. Detention or in-school suspension.

**False Alarm** – Tampering with emergency equipment, setting off false alarms, making false reports; communicating a threat or false report for the purpose of frightening or disturbing people, disrupting the educational environment or causing the evacuation or closure of district property.

First Offense:	10 days suspension, parent conference.
Subsequent Offense:	Expulsion.

**Technology Misconduct (see Board policies EHB and KKB and procedure EHB-AP1)**

1. Attempting, regardless of success, to: gain unauthorized access to a technology system or information; use district technology to connect to other systems in evasion of the physical limitations of the remote system; copy district files without authorization; interfere with the ability of others to utilize district technology; secure a higher level of privilege without authorization; introduce computer viruses, hacking" tools, or other disruptive/destructive programs onto or using district technology; or evade or disable a filtering/blocking device.

First Offense:	Restitution. Principal/Student conference, loss of user privileges, detention, or in-school suspension.
Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.

2. Using, displaying or turning on pagers, phones, personal digital assistants, personal laptops or any other personal electronic devices during the regular school day, including class change time, mealtimes or instructional class time, unless the use is part of the instructional program, required by a district-sponsored class or activity, or otherwise permitted by the building principal.

First Offense:	Confiscation, principal/student conference, detention, or in-school suspension.
Subsequent Offense:	Confiscation, principal/student conference, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion.

3. Violations, other than those listed in (1) or (2) above, of Board policy EHB, procedure EHB-AP1 or any policy or procedure regulating student use of personal electronic devices.

First Offense:	Restitution. Principal/Student conference, detention, or in-school suspension.
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Critical

Subsequent Offense:	Restitution. Loss of user privileges, 1-180 days out-of-school suspension, or expulsion.
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4. Use of audio or visual recording equipment in violation of Board policy KKB.

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

**Theft** – Theft, attempted theft or knowing possession of stolen property.

First Offense:	1-3 days suspension and restitution; parent conference.
Second Offense:	5-10 days in-school suspension and restitution; parent conference.
Third Offense:	11-180 days suspension and restitution; referral to superintendent before readmission.

**Vandalism (see Board policy ECA)** – Willful damage or the attempt to cause damage to any property, real or personal, belonging to the district, staff or students.

First Offense:	Restitution and suspension.
Second Offense:	Restitution and expulsion.

## VIOLATIONS AGAINST SCHOOL ADMINISTRATORS

**Careless Driving Violations** – This covers students who drive carelessly or without due caution on or adjacent to West Plains High School campus, so as to endanger persons on the property. Career Center students are not permitted to drive to the other vocational locations without advanced or special approval from the director.

First Offense:	1 day in-school suspension or after-school detention.
Second Offense:	2-5 days in-school suspension or after-school detention; driving privileges revoked for 2 weeks; parent conference.
Third Offense:	5 days suspension; conference with principal.

**Dishonesty** – Any act of lying, whether verbal or written, including forgery.

First Offense:	Zero grade and parent conference.
Second Offense:	Zero grade and after-school detention and/or in-school suspension assigned; parent conference.

**Dismissal from ISS/ASD** – Any student who is disruptive in in-school suspension or after-school detention will be referred to the principal's office.

First Dismissal:	2 days suspension; parent notification.
Second Dismissal:	3 days suspension; parent conference.
Third Dismissal:	5 days suspension; conference with principal for readmission.
Fourth Dismissal:	10 days suspension; conference with superintendent for readmission.
Fifth Dismissal:	90 days suspension.

**Failure to Attend In-School Suspension/After-School Detention** – Students who are assigned ASD or ISS are expected to report on time and on the day assigned.

First Offense:	ASD/ISS assignment doubled.
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Critical

Second Offense:	3 days suspension.
Third Offense:	10-90 days suspension.

**Failure to Meet Conditions of Suspension, Expulsion or Other Disciplinary Consequences –** Violating the conditions of a suspension, expulsion or other disciplinary consequence including, but not limited to, participating in or attending any district-sponsored activity or being on or near district property or the location where a district activity is held. See the section of this regulation titled, "Conditions of Suspension, Expulsion and Other Disciplinary Consequences."

As required by law, when the district considers suspending a student for an additional period of time or expelling a student for being on or within 1,000 feet of district property during a suspension, consideration shall be given to whether the student poses a threat to the safety of any child or school employee and whether the student's presence is disruptive to the educational process or undermines the effectiveness of the district's discipline policy.

First Offense:	Verbal warning, detention, in-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.
Subsequent Offense:	In-school suspension, 1-180 days out-of-school suspension, or expulsion. Report to law enforcement for trespassing if expelled.

**Leaving Campus –** Students are not to go to the West Plains Middle School campus during the school day without permission from the principal. This includes before school and at lunchtime:

Penalty:	SEE TRUANCY
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### **Out-of-School Suspension and Alternative Learning Center Attendance**

Students who violate the conduct code while attending the Alternative Learning Center will have the suspension lengthened.

First Offense:	3-10 days suspension.
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Second Offense:	11-180 days suspension.
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**Parking Violations** – Student drivers who park so as to impede normal traffic flow. Students should only park in designated areas; failure to do so will result in the following penalties:

First Offense:	1 day after-school detention or in-school suspension.
Second Offense:	2-5 days after-school detention or in-school suspension; driving privileges revoked for 2 weeks; parent conference.
Third Offense:	Suspension.

**Tardiness** – Students who are not in their seats prepared for work when the tardy bell rings are considered tardy. Tardies are not tabulated throughout the semester in each class:

Second Tardy:	1 day after-school detention.
Third Tardy:	2 days after-school detention.
Fourth Tardy:	1 day in-school suspension.
Fifth Tardy:	2 days in-school suspension.
Additional Tardies:	3-5 days suspension until parent conference.

**Truancy (see Board policy JED)** – Absence from school without the knowledge and consent of parents/guardians and the school administration; excessive non-justifiable absences, even with the consent of parents/guardians.

First Offense:	1-3 days in-school suspension.
Second Offense:	3-5 days in-school suspension.

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Third Offense:	5 days out-of-school suspension; referral to principal.
Fourth Offense:	10 days out-of-school suspension; referral to superintendent.
Fifth Offense:	Recommended suspension of 90 days.

### VIOLATIONS AGAINST PUBLIC DECENCY AND GOOD ORDER

**Academic Dishonesty** – Cheating on tests, assignments, projects or similar activities; plagiarism; claiming credit for another person's work; fabrication of facts, sources or other supporting material; unauthorized collaboration; facilitating academic dishonesty; and other misconduct related to academics.

First Offense:	No credit for the work, grade reduction, or replacement assignment.
Subsequent Offense:	No credit for the work, grade reduction, course failure, or removal from extracurricular activities.

**Bus or Transportation Misconduct (see Board policy JFCC and procedure JFCC-AP1)** – Any offense committed by a student on transportation provided by or through the district shall be punished in the same manner as if the offense has been committed at the student's assigned school. Transportation misconduct will be punished pursuant to policy and may include suspension of bus riding privileges.

**Dismissal from Class** – In the event a student has disrupted class and the classroom teacher has attempted to remedy the problem using other methods, the student shall be dismissed from class and referred to the assistant principal's/director's office. The classroom teacher will submit a written report on the nature of the problem to the assistant principal/director. A copy of this report will be mailed to the parent/guardian. Dismissals are tabulated throughout the school year and may be from any class.

First Offense:	Conference and warning.
Second Offense:	1 day after-school detention or in-school suspension; parent conference.



Third Offense:	3 days after-school detention or in-school suspension; parent conference.
Fourth Offense:	5 days suspension; conference with principal required for readmission.
Fifth Offense:	10 days suspension; conference with superintendent required for readmission.
Sixth Offense:	90 days suspension.

**Disruption and Interference with School** – No student shall block the doorway or corridor; prevent others from attending a class or district activity; block normal pedestrian or vehicular traffic; threaten (verbally or in writing) the safety and security of the school, use violence, force/noise coercion, threats, intimidation, racial or ethnic intimidation, harassment, fear, passive resistance or any other conduct intentionally to cause a disruption of the educational environment. Nor shall they refuse to identify themselves on request or encourage other students to violate any rule or school Board policy.

First Offense:	1-5 days suspension; parent conference.
Second Offense:	10 days suspension; referral to superintendent for reinstatement.

**Dress Code Violations (see policy JFCA and procedure JFCA-AP1)**

First Offense:	1-3 days after-school detention or in-school suspension; student required to change clothes.
Second Offense:	2-5 days suspension.
Third Offense:	10 days suspension; parent conference with superintendent for readmission.

**Food and Open Container Violations**

First Offense:	Warning.
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## REFERENCE COPY

FILE: JG-R4  
Critical

Second Offense:	1-3 days after-school detention or in-school suspension and parent notification.
Third Offense:	3-5 days in-school suspension and parent notification.

**Gambling** – Betting on an uncertain outcome, regardless of stakes; engaging in any game of chance or activity in which something of real or symbolic value may be won or lost. Gambling includes, but is not limited to, betting on outcomes of activities, assignments, contests and games.

First Offense:	Principal/Student conference, loss of privileges, detention, or in-school suspension.
Subsequent Offense:	Principal/Student conference, loss of privileges, detention, in-school suspension, or 1-10 days out-of-school suspension.

**Hall Passes** – Any student out of a regularly scheduled class, during a scheduled class period, is required to have in their possession a hall pass that has been authorized by the assigned teacher. Failure to meet this requirement will automatically result in.

Each Offense:	1 day after-school detention.
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**Insubordination and Refusal to do Work** – Defiance, willful refusal to perform requested action and disrespectfulness in word and action. Refusal to comply with a teacher's request in a timely or appropriate manner:

First Offense:	1-3 days in-school suspension; parent conference.
Second Offense:	3-10 days suspension.
Third Offense:	Semester suspension.

**Nuisance Items** – The use of portable media players is prohibited at school. Such use of these items is considered a disruption of the educational process.

First Offense:	Assistant principal holds to day's end.
Second Offense:	Assistant principal holds until parent picks up.
Third Offense:	1-3 days suspension, parent conference.
Fourth Offense:	3-10 days suspension, parent conference with principal.

**Public Display of Affection** – The public display of affection is not appropriate behavior at school. Failure to comply with the reasonable expectations of the school staff will result in disciplinary action.

First Offense:	Conference and/or warning and/or after-school detention.
Second Offense:	1-3 days after-school detention or in-school suspension; parent conference.
Third Offense:	2-5 days after-school detention or in-school suspension; parent conference.

**Skateboards** – Skateboards are not allowed on campus.

First Offense:	Held by assistant principal until day's end.
Second Offense:	Held by assistant principal until parent picks up.

**Use of Disruptive Speech or Conduct** – Conduct or speech, be it verbal, written, pictorial or symbolic that materially and substantially disrupts classroom work, school activities, school functions such as not keeping hands and feet to yourself, talking in class when told not to do so, insubordination and refusal to do work.

First Offense:	Conference with student and notification of parents.
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FILE: JG-R4  
Critical

Second Offense:	1-3 days after-school detention or in-school suspension and parent conference.
Third Offense:	3-10 days suspension.
Fourth Offense:	Semester suspension.

**Use of Language or Action that is Disparaging, Demeaning or Threatening** – Words or actions, verbal, written, pictorial or symbolic meant to harass or injure other people, such as threats of violence, name-calling, putdowns, intentionally hurting others' feelings, spitting, depantzing, defamation of a person's race, religion, gender or ethnic origin. All threats of violence will be reported to law enforcement.

First Offense:	1-3 days in-school suspension or after-school detention; parent notification.
Second Offense:	3-10 days suspension; referral to the principal or superintendent for readmission.
Third Offense:	10-90 days suspension; possible expulsion.

**Use of Lewd or Obscene Literature** – The writing or drawing of lewd or obscene literature, gang/satanic writing and drug related items. These are offensive to school standards and do not have a serious literary, artistic, political or scientific value.

First Offense:	1-2 days after-school detention.
Second Offense:	3-5 days in-school suspension.
Third Offense:	3 days out-of-school suspension; conference with principal.

### Behavior not Covered Above

FILE: JG-R4  
Critical

## REFERENCE COPY

The school district reserves the right to pursue disciplinary or legal action for behavior that is subversive to good order and discipline in the schools even though such behavior is not specified in the preceding written rules.

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***Note: The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.***

Adopted: 07/2003

Revised: 03/15/2005; 05/21/2008; 01/20/2009; 01/18/2011; 05/21/2013;

MSIP Refs: 6.6

West Plains R-VII School District, West Plains, Missouri