



Goose Creek Consolidated Independent School District

Student Code of Conduct

2017-2018

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Student Code of Conduct

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**STUDENT CODE OF CONDUCT
GOOSE CREEK CONSOLIDATED INDEPENDENT SCHOOL DISTRICT**

INTRODUCTION

Pursuant to the Texas Education Code (TEC) and applicable rules, the Goose Creek CISD Board of Trustees adopted the following Student Code of Conduct (*the SCC*) as required under TEC§37.001 at a meeting held on August 14, 2017.

At the beginning of each school year, a Student Code of Conduct outlining student expectations shall be made available to all students, parents, teachers, and administrators, by hard copy or through internet access at www.gccisd.net. Each parent and student also should be familiar with policies and procedures outlined in campus student handbooks/folders and campus discipline procedures. Annually each student and parent shall sign a statement (*Parent / Student Acknowledgement Form*) that they have received and read the Goose Creek Student Code of Conduct and acknowledges the responsibilities outlined therein.

PURPOSE

Education in this community represents a significant commitment of financial and human resources. The benefits of Education depend very much upon the student's attitude toward learning and the student's adherence to high standards of behavior.

The document that follows is the District's specific response to requirements of Chapter 37 of the Texas Education Code (TEC). The school district utilizes a Student Code of Conduct that contains progressive rules and consequences for misconduct. The law requires the District to define misconduct that may or must result in a range of specific disciplinary consequences. *The SCC*, adopted by the Board of Trustees, provides information and direction to students and parents regarding standards of behavior and consequences of misconduct.

CAMPUS BEHAVIOR COORDINATORS

The Principal or designee(s) of each campus has been designated by the Board as the Campus Behavior Coordinator for that campus with the authority to:

- Assess and implement the campus discipline management program in cooperation with teachers and staff;
- Remove a student from campus for compelling nondisciplinary reasons or pending a hearing; and

DISCIPLINE MANAGEMENT TRAINING

Each principal or designee shall be responsible for providing discipline management in-service training for campus staff. The training must include a review of the District's Student Code of Conduct, any campus-based discipline strategies or techniques, and highlights of the 2005-2006 District Discipline Steering Committee's Belief Statements.

PARENTAL RIGHTS AND RESPONSIBILITIES

Parents are partners with educators, administrators, and the District's Board of Trustees in their children's education. Parents shall be encouraged to actively participate in creating and implementing educational programs for their children.

A parent is entitled reasonable access to the school principal or designee with the authority to reassign a student or to request a change in the class or teacher to which the parent's child has been assigned, if the reassignment or change would not affect the assignment or reassignment of another student.

By law, both parents, whether married, separated, or divorced, have access to the records of a student who is under the age of 18 or a dependent for tax purposes. A parent whose rights have been legally terminated will be denied access to the records if the school is given a copy of the court order terminating these rights. State law also provides that the parents are entitled access to all written records of the school district concerning the parent's child, including:

- Applications for admission;
- Attendance records;
- Counseling records;
- Disciplinary records;
- Grades;
- Health and immunization information;
- Psychological records;
- Reports of behavioral patterns;
- Teacher and counselor evaluations; and
- Test scores.

A parent is entitled to:

- Review all teaching materials, textbooks, and other teaching aids used in the classroom of the parent's child and to review each test administered to the parent's child after the test is administered;
- Complete access to any meeting of the Board of Trustees of the school district other than a closed meeting;
- Full information regarding the school activities of a parent's child except as provided by TEC §38.004;
- Remove the parent's child temporarily from a class or other school activity that conflicts with the parent's religious or moral beliefs if the parent presents or delivers to the teacher of the parent's child a written statement authorizing the removal of the child from the class or other school activity. A parent is not entitled to remove the parent's child from a class or other school activity to avoid a test or to prevent the child from taking a subject for an entire semester; and
- Grant or deny via a written request for school personnel to make a videotape or voice recording if to be used for school safety, relates to classroom instruction or a co-curricular or extracurricular activity, or relates to media coverage of the school as permitted by law.

STUDENT EXPECTATIONS AND STANDARDS FOR CONDUCT

Each student is expected to:

- Attend all classes, regularly and on time;
- Follow all rules and regulations of *the SCC*;
- Demonstrate courtesy and respect for others even when others do not;
- Follow District and/or campus standards of grooming and dress;
- Behave in a responsible manner at school, on school buses, and at all school functions on or off campus, always exercising self-discipline;
- Cooperate with or assist the school staff in maintaining safety, order, and discipline;
- Obey all federal, state, district, campus, and classroom rules;
- Prepare for each class; bring appropriate materials and assignments to class;
- Respect the rights and privileges of other students, teachers, and other District staff;
- Respect the property of others, including District property and facilities; and
- Maintain honesty and integrity in all issues regarding schoolwork and interaction with school personnel.

The District may impose campus, classroom, and/or club/organization rules in addition to those found in *the SCC*. These rules may be listed in the student/campus handbooks; posted in classrooms; given to the student; or published in extracurricular handbooks, state or national organization by-laws, and/or constitutions, and may or may not constitute violations of *the SCC*.

Sponsors and coaches of extracurricular activities may develop and enforce standards of conduct that are higher than the District's general standards and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property. [FNC(LOCAL)]

Organized standards of behavior of an extracurricular activity are independent of *the SCC*. Violations of these standards of behavior that are also violations of *the SCC* may result in independent disciplinary action(s). A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of organized standards of behavior of an extracurricular activity or for violation of *the SCC*.

The entire staff of the school has the responsibility to enforce the standards and policies. Full cooperation of students and parent(s)/guardian(s) is expected. Students are expected to conduct themselves at all times in an appropriate manner.

DISCIPLINARY AUTHORITY OF THE SCHOOL DISTRICT

School rules and the authority of the District to administer discipline apply whenever the interest of the District is involved on or off school grounds, in conjunction with or independent of classes and school-sponsored activities. A student whose behavior shows disrespect for others, including interference with learning and a safe environment, will be subject to disciplinary action.

The District has disciplinary authority and jurisdiction over a student:

1. During the regular school day and while the student is going to and from school on District transportation;
2. Within 300 feet of school property, as measured from any point on the school's real property boundary line;
3. For any school-related misconduct, regardless of time or location;
4. While the student is in attendance or participation at any school-related activity, regardless of time or location;
5. When retaliation against another student, a school employee, or a volunteer occurs or is threatened, regardless of time or location;
6. When the student commits a felony, as provided by Texas Education Code §37.006 or 37.0081, on or off school property; and
7. When criminal mischief is committed on or off school property or at a school-related event.
8. When the student is required to register as a sex offender.

GENERAL GUIDELINES FOR ASSESSING DISCIPLINE PENALTIES

Administering Discipline

Discipline is designed to correct misconduct and to encourage all students to adhere to their responsibilities as citizens of the school community. Disciplinary action will draw on the professional judgment of both teachers and administrators and on a range of discipline management techniques.

When deciding to order a student to in-school-suspension, out-of-school suspension, DAEP placement, expulsion, or placement in JJAEP the District will consider: (1) self-defense, (2) the student's intent or lack of intent at the time of the misconduct, (3) the student's disciplinary history, and (4) a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct to the extent required by state and federal law. These factors will be taken into consideration regardless of whether it is a discretionary or mandatory disciplinary consequence.

A student who, upon investigation, is found to be subject to bullying will not be disciplined on the basis of using reasonable self-defense in response to the bullying, as determined by the campus administration.

Office Referrals

A office referral may be issued for habitual or flagrant disciplinary violations, depending on the level and severity of the offense. A office referral may be authorized only by a principal or designee. An office referral applies only to the school year in which it is given, except when the violation occurs in the last six weeks of the school year.

Office Referral - Loss of Honors

Students who seek or hold any school office, either appointed or elected position, and who receive a first office referral will be placed on warned status for the remainder of the school year. Any student who receives a second office referral during the school year will not be eligible to run for or hold any school office, either appointive or elective.

If the first office referrals received during the last six weeks of the school year, it may carry over through the following fall semester. If the second office referral is received during the last six weeks of the school year, loss of honors may carry over through the following fall semester.

For more serious offenses, loss of honors will occur immediately without regard to the provisions described in the preceding two paragraphs. Offenses in this category include, but are not limited to; those listed in *the SCC* as Level III Acts of Misconduct. If loss of honors occurs during the last six weeks of the school year, it may carry over through the fall semester.

Discipline Management Techniques

A student who violates campus or classroom rules and violations of *the SCC* may be disciplined by one or more of the discipline management techniques listed below. This policy specifically recognizes all discipline management techniques allowed under Texas law. The following discipline management techniques may be used alone or in a progressive manner to manage student behavior, prevent or intervene in discipline problems, or address violations of the SCC or campus or classroom rules:

- Verbal correction or reprimand;
- Cooling-off time;
- Seating changes within the classroom;
- Counseling by campus behavior coordinator, teachers, counselors, and/or administrative personnel;
- Parent-teacher conferences;
- Intervention strategies such as peer mediation, peer mentoring, or conflict resolution;
- Office referral;
- Temporary/permanent confiscation of items that disrupt the educational process;

- Rewards or demerits;
- Behavioral contracts;
- Detention, before school, at lunch, after school, or on Saturday, when appropriate;
- Sending the student to the office or other assigned areas;
- Extended cooling-off time
- In-School Suspension (ISS);
- Out of school suspension (OSS); for students in grades 3rd to 12th .
- Withdrawal of privileges, such as participation in extracurricular activities and eligibility for seeking and holding honorary offices, and/or membership in school-sponsored clubs or organizations;
- Techniques or penalties identified in student organizations' extracurricular standards of behavior;
- Revocation of transportation privilege
- Referral to outside agency and/or legal authority for criminal prosecution in addition to disciplinary measures imposed by the District;
- Placement in an in-district Disciplinary Alternative Education Program (DAEP) – Elementary DAEP, POINT Alternative Center, or out-of-district DAEP – Highpoint –;
- Expulsion to Juvenile Justice Alternative Education Program (JJAEP);
- Additional methods used by the District;
- Other strategies and consequences as specified within *the SCC*.

Students with disabilities are subject to applicable state and federal law in addition to *the SCC*. To the extent any conflict exists, state and/or federal law will prevail. Each disabled student's Individual Education Plan (IEP) will address his/her specialized needs in the area of discipline. Appropriate discipline management techniques may be included within the IEP. To the extent any conflict exists, state and/or federal law will prevail.

General Procedure for Resolving School Problems

School problems can best be resolved at the campus level. To resolve problems, students and their parent or guardian are to conference or contact teachers to discuss existing problems or concerns. If additional resolution is needed, the student or parent then may meet with the appropriate campus administrator or designee. If dissatisfied with the campus administrator's decision, the concern can be referred to the appropriate District-level administrator. [FNG (LOCAL)] describes this procedure.

LEVELS OF BEHAVIOR

Disciplinary offenses in *the SCC* are classified into five levels of behavior that identify sample offenses and disciplinary options available to the teacher or administrator. In general, discipline shall be progressively administered so that each level has an increasing degree of intervention designed to promote student self-discipline. The administrator or designee responsible for the discipline of students in a given situation may use discretion in determining the action(s) most appropriate to the setting and the infraction. Some disciplinary infractions will automatically place a student at a higher level of consequence(s).

If a school official suspects that criminal acts have occurred in school, on District property, or at a school-sponsored or a school-related event, a local law enforcement authority will be notified.

LEVEL I – MINOR INFRACTIONS

Level I Violations

Level I violations include infractions of classroom management procedures or campus rules that disrupt the educational process. Many behaviors can be successfully managed by the classroom teacher. There should be immediate and consistent intervention of any behavior which impedes orderly classroom procedures or interferes with the orderly operation of the school. Teachers and other staff members may keep a written record of the violation. For Level I violations, teachers may use their judgment and discretion in determining whether such minor infractions constitute a violation of *the SCC* for purposes of the reporting requirement in TEC§37.001(b). If the teacher determines that such infractions are a violation of *the SCC*, then the teacher shall file with the principal or designee a report, not to exceed one page, documenting the violation. Communication, cooperation, and encouragement of positive behavior are the key ingredients at this level of intervention.

Level I violations include such behaviors as:

- Tardies;
- Eating or drinking outside of designated areas;
- Failure to follow classroom rules;
- Failure to bring required classroom materials and/or assigned work to class;
- Horseplay (not fighting);
- Cutting in lines; pushing or shoving;
- Possessing and/or using nuisance items (including, but not limited to, radios, audio players, ipods, and toys that could disrupt the educational environment)
- Refusal to complete assigned work;
- Running and/or making excessive noise in the halls, classroom, and/or building; and
- Any other act that impedes the orderly classroom procedure or interrupts the orderly operation of the classroom.

Level I - Disciplinary Options

One or more discipline management techniques may be used:

- Teacher/student conference;
- In-class disciplinary action (verbal correction, time-out, etc.);
- Parent contact: note or call;
- Counselor/student conference;
- Withdrawal of various student privileges;
- Temporary removal of student from class;
- Detention;
- Administrator/student conference;
- Supervised campus service assignment;
- Extended cooling-off time;
- Office Referral
- Other appropriate disciplinary options.

Repeated Level I violations may be treated as Level II violations.

LEVEL II – INTERFERENCE WITH THE ORDERLY OPERATION OF CAMPUS

Level II Violations

Level II violations include those infractions that are more serious in nature and interfere with the orderly operation of the classroom and/or school. Some of these infractions will result in a referral to an administrator or designee. The disciplinary actions taken will depend on the offense, previous actions, and the seriousness of the violation. More than one disciplinary option may be assigned.

Level II violations include such behaviors as:

- Any repeated violation cited in the previous level;
- Lunchroom (i.e., misuse of food, etc.) or restroom misconduct;
- Leaving the classroom, building, school grounds, or school-sponsored events without permission;
- Truancy;
- Exhibiting any unacceptable physical contact that could result in injury;
- Violating the medication guidelines;
- Violating the District or campus dress and grooming standards;
- Violating District bus regulations;
- Altering school records or signing another person's name on school documents;
- Public display of affection;
- Unwanted touching by others;
- Selling or soliciting for sale any merchandise on the school campus without the authorization of the building principal or designee;
- Loitering in unauthorized areas;
- Throwing objects that can cause bodily injury or property damage;
- Using, displaying, or having in operational cellular telephone, or telecommunications device, during the school day;
- Any other acts that interfere with the orderly educational process of the classroom and/or school;

Level II - Disciplinary Options

One or more may be used:

- Office Referral
- Detention;
- Administrator/counselor/teacher/student conferences;
- Grade penalty for copying and/or cheating;
- Parent conference;
- Exclusion from extracurricular activities (i.e., field trips, assemblies, etc.);
- Restoration and/or restitution, as applicable;
- Saturday detention –;
- Withdrawal of various student privileges;
- Involvement of law enforcement/security department;
- Extended cooling-off time;
- In-School Suspension (ISS);
- Other appropriate disciplinary options.

A teacher with knowledge that a student has violated *the SCC* at **Level II** or higher will file with the school principal or designee a written report, not to exceed one page, documenting the violation. The principal or designee will send a copy of the report to the student's parent(s) or guardian(s). All consequences will be recorded and kept on file by the teacher/administrator for future action. Repeated Level II violations may be treated as Level III violations.

LEVEL III – SERIOUS OR DISRUPTIVE BEHAVIOR

Level III Violations

Level III acts include violations that may result in a student being suspended or placed in In-School Suspension (ISS) or a Disciplinary Alternative Education Program (DAEP). After reasonable discipline management techniques have been imposed and the campus administrator or designee determines that the student's presence in the regular classroom is disruptive to other students, or the student repeatedly violates the previously communicated standards of student conduct, the principal or designee will make the determination regarding the disciplinary option used. If a student is suspended, the student's absences shall be considered excused.

Level III violations that seriously disrupt the orderly process in the school include:

- Any repeated violations cited in the previous levels;
- Interfering with school authorities or school operations, programs, or instruction through boycotts, sit-ins, or trespassing (TEC§37.123);
- Bullying, including intimidation by name calling, using ethnic or racial slurs, or derogatory statements that could disrupt the school program or incite violence;
- Fighting, which is defined as a physical conflict between two or more individuals. (A student under attack should detach himself/herself from the situation and get an adult to help; this action may constitute "self-defense" on the attacked student's part.);
- Stealing, burglary, robbery, extortion, gambling, or theft from students, staff, other persons, or the school;
- Possession of stolen property;
- Acts of disobedience or disorderly behavior that may prove detrimental to the school, harmful to health and safety, and inhibiting to the rights of others;
- Being disrespectful toward school personnel or school visitors;
- Refusing to comply with reasonable requests of school personnel;
- Failure to surrender electronic devices or inappropriate items to an administrator;
- Failure to comply with assigned disciplinary consequences;
- Using profane, obscene, or indecent remarks, or racially or ethnically offensive language and/or gestures directed toward others;
- Using profane, obscene, or indecent remarks, or racially or ethnically offensive language and/or obscene gestures toward an adult;
- Wearing clothing that is profane, obscene, or racially/ethnically offensive;
- Failure to report to a teacher or administrator the knowledge of an event, device, object, or substance that could cause harm to property or persons;
- Possessing a device, object, or substance that could cause harm to property or persons in a school building;
- Possession of any knife while on school property or at any school-sponsored activity on or off campus;
- Possession of ammunition;
- Posting or distributing unauthorized communicative materials on the school grounds;
- Sexual misconduct; engaging in inappropriate verbal, physical, or sexual contact directed toward another student or district employee;
- Sexual harassment; engaging in inappropriate verbal, physical, or sexual contact directed toward another student or district employee;
- "Sexting" or using a cell phone or other personal communication device to send text or e-mail messages or possessing text or e-mail messages containing images reasonably interpreted as indecent or sexually suggestive while at school or at a school-related function is prohibited. In addition to any disciplinary action, phones will be confiscated and students should be aware that any images suspected to violate criminal laws will be referred to law enforcement authorities;
- Engaging in harassment motivated by race, color, religion, national origin, disability, or age directed toward another student or district employee;
- Hazing; behavior or activity such as defined by (TEC §37.151);
- Gang-related behavior or activity or gang membership (TEC §37.121);
- Possession of drug paraphernalia;
- Threats (oral or written) to do harm to another (including hit lists) or to the property of another;

- Making false accusations or hoaxes regarding school safety;
- Burglary of a Goose Creek CISD facility;
- Vandalism and/or damaging District or personal property;
- Possession, use, or distribution of any substance represented to be a drug or alcohol (TEC §37.122);
- Abusing the student's own prescription drug, giving a prescription drug to another student, or being under the influence of another person's prescription drug on school property or at a school-related event;
- Violating the tobacco/smoking policy;
- Possession of electronic cigarettes, electronic vaping devices, personal vaporizers, or electronic nicotine delivery systems;
- Possession or distribution of pornographic materials, including accessing pornographic materials on the Internet;
- Possessing published or electronic material that is designed to promote or encourage illegal behavior or could threaten school safety, using e-mail or websites at school to encourage illegal behavior, or threatening school safety;
- Violating the Internet Acceptable Use Policy;
- Cyber bullying is defined as the use of the internet, cell phones, or other devices to send, post, or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to, continuing to send e-mail to someone who has said he or she wants no further contact with the sender; sending or posting threats, sexual remarks, or pejorative labels (i.e., hate speech); ganging up on victims by making them the subject of ridicule in forums and posting false statements as fact intended to humiliate the victim; disclosure of personal data such as the victim's real name, address, or school on web sites or forums; posing as the victim for the purpose of publishing material in his or her name that defames or ridicules him or her; sending threatening and harassing text, instant messages, or e-mails to the victim; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target, which is determined to have a material and substantial interference with school activities or with the rights of students and teachers;
- Misuse of District technology, including, but not limited to, the Internet, the District Network, or District-owned equipment or software;
- Engaging in verbal or written exchange that threatens the safety of another student, a school employee, or school property using e-mail or websites at school to encourage illegal behavior, or threatening school safety;
- Exhibiting any unacceptable physical contact that results in injury; or
- Any other act(s) that seriously disrupt(s) the orderly process of the school.

Level III - Disciplinary Options

One or more may be used:

- Administrator/teacher/parent/student conferences;
- Exclusion from extracurricular activities;
- Office Referral;
- Suspension (at home) for up to three (3) days per occurrence of misconduct;
- In-School Suspension (ISS);
- Withdrawal of various student privileges;
- Involvement of law enforcement/security department/citations;
- Restitution and/or restoration, as applicable;
- Removal to a Disciplinary Alternative Education Program (DAEP);
- Reassignment of classes; or
- Other appropriate disciplinary options.

A teacher with knowledge that a student has violated *the SCC* at **Level III** or higher will file with the school principal or designee a written report, not to exceed one page, documenting the violation. The principal or designee will send a copy of the report to the student's parent(s) or guardian(s). All consequences will be recorded and kept on file by the teacher/administrator for future action. Persistent misbehavior at **Level III** may lead to assignment to a Disciplinary Alternative Education Program (DAEP). **A student who commits a Level III offense and is suspended or placed in a DAEP, including In-School Suspension, is prohibited from attending or participating in school-sponsored or school-related activities.**

LEVEL IV – DAEP OFFENSES

Discretionary DAEP Placement:

A student **may** be placed in DAEP for any of the following misconduct if committed while **on school property, within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property.**

- Repeated violations of the offenses outlined in the previous levels:
- Possessing, giving, buying, or selling less than a useable amount of stems, seeds, or other pieces of marijuana; or similar synthetic drugs, i.e. Kush;
- Possessing, using, selling buying, or giving paraphernalia (*see Glossary*) related to any prohibited substance, including but not limited to marijuana, a controlled substance, a dangerous drug, or an alcoholic beverage.
- Abusing the student's own prescription drug or using it in any way other than prescribed; giving, buying, or selling a prescription drug; possessing, using, or being under the influence of another person's prescription drug.
- Offering to sell or buy any amount of marijuana or similar synthetic drugs, i.e. Kush, a controlled substance (*see Glossary*), a dangerous drug (*see Glossary*), an abusable volatile chemical (*see Glossary*), a prescription drug, or an alcoholic beverage (*see Glossary*).
- Preparing a hit list (*see Glossary*).
- Engaging in assault classified as a Class C Misdemeanor under the Texas Penal Code;
- Engaging in threatening behavior toward another student or district employee on or off school property;
- Possesses or uses a knife with a blade of less than 5 ½" in a location restricted area.

A student **may** be placed in DAEP for engaging in the following misconduct while **off-campus and not in attendance at a school-sponsored or school-related activity:**

- The administrator reasonably believes the student engaged in conduct punishable as a felony (other than aggravated robbery or a Title 5 Felony), and the student's continued presence in the regular classroom is a threat to the safety of others or is detrimental to the educational process.
- Off-campus conduct for which DAEP placement is required by state law when the administrator does not learn of the conduct until more than a year passes after the conduct occurred.

A student **may** be placed in DAEP if the student engages in the following misconduct, regardless of whether the conduct occurred **on or off campus**;

- A student may be placed in DAEP if the student is a registered sex offender (see *Glossary*) who is not under any form of court supervision.
- Engages in criminal mischief if the damage is less than \$750.00.

Mandatory DAEP Placement:

A student **must** be placed in DAEP for any of the following misconduct if committed **while on school property, within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property.**

- Engages in conduct punishable as a felony;
- Engaging in assault that is defined as intentionally, knowingly, recklessly causing bodily injury to another (See *Glossary*);
- Sells, gives, delivers, possesses, uses, or is under the influence of marijuana, designer drugs, synthetic marijuana, synthetic cannabinoids (such as K2 or spice), stimulants (such as bath salts), or analogs of any drug in any form, regardless of whether currently scheduled or classified as an illegal drug under state or federal law and regardless of whether the substance is legally sold or marketed as "herbal incense," "potpourri," "bath salts," or "not for human consumption." a controlled substance (see *Glossary*), a dangerous drug (see *Glossary*), or an alcoholic beverage (See *Glossary*) in any amount not punishable as a felony;
- Commits a serious act or offense while under the influence of an alcoholic beverage if the conduct is not punishable as a felony;
- Engaging in terroristic threat, defined as, but not limited to, threatening to commit violence or harm to any person or property with intent to cause an emergency response or that places any person in fear of imminent serious bodily injury; or interrupting the occupation or use of a building, room, place of assembly, place that the public has access by threats of violence or other means; or causing impairment or interruption of public communications, public transportation, public water, gas, or power supply other public service (Sec. 22.07, Penal Code);
- Engaging in conduct that contains the elements of an offense relating to volatile chemicals, including, but limited to, possession or use, delivery of abusable volatile chemicals to a minor or possession of inhalant paraphernalia (Chapter 484, Health and Safety Code);
- Engaging in conduct that contains elements of the offense of public lewdness or indecent exposure under which are defined to include offenses against chastity, common decency, morals, and the like (Sec. 21.07 and 21.08, Penal Code);
- Possesses or uses a knife with a blade 5 ½" or more in a location restricted area. (46.01, Penal Code);
- Engages in expellable conduct if the student is between six and nine years of age;
- Engages in a federal firearm offense if the student is six years of age or younger.

A student **must** be placed in DAEP for engaging in a Title V (See *Glossary*)felony offense or aggravated robbery **while off-campus and not in attendance at a school-sponsored or school-related activity** if:

- The student receives deferred prosecution;
- A court or jury finds the student engaged in delinquent conduct; or
- The administrator reasonably believes that the student engaged in the misconduct.

A student **must** be placed in DAEP if the student engages in the following misconduct, **regardless of whether the conduct occurred on or off campus**:

- Engaging in conduct relating to a false alarm or report (including bomb threat) or a terroristic threat (*See Glossary*) involving a public school (TEC Sec. 37.007);
- Retaliates (*See Glossary*) against any school employee;
- Is involved with a public school fraternity, sorority, secret society, or gang (*See Glossary*), including participating as a member or pledge, or soliciting another person to become a member or pledge;
- Is involved with a criminal street gang (*See Glossary*) or encourages, solicits, recruits, enables, or causes another to become a member of a criminal street gang;
- Engages in criminal mischief if the damage is less than \$2,500 but equal to or greater than \$750;
- Is a registered sex offender under court supervision, probation, community supervision, or parole.*

*Students who are: (1) convicted of continuous sexual abuse of a young child or children; or (2) convicted, receive deferred adjudication or deferred prosecution, been found to have engaged in delinquent conduct or conduct in need of supervision, or been placed on probation for either sexual assault or aggravated sexual assault against another student assigned to the same campus at the time the offense occurred will be placed in DAEP (or JJAEP as appropriate) on the request of the victim's parents if the victim student does not wish to transfer, and there is only one campus serving that grade level. Placement in this circumstance may be for any length of time considered necessary.

Emergency DAEP Placement

An administrator may order an emergency DAEP placement if the student has been so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to teach the class, the learning of other students, or the operation of a school-related or a school-sponsored activity. The reason for emergency placement must also be a reason for which DAEP placement could be ordered on a non-emergency basis. At the time of the emergency placement, the student will be told the reason for the action. No later than the tenth day after the date of emergency DAEP placement, the student will be given a conference as required for regular placement in DAEP.

Procedure for DAEP Placement

1. No later than three school days after the student is removed from class, a campus administrator will schedule a conference with the campus behavior coordinator or other appropriate administrator, the student's parent/guardian, and the student. At the conference, the administrator will explain the allegations against the student, inform the student of the basis for the proposed DAEP placement, and give the student an opportunity to explain his or her version of the incident. The District may conduct the conference and make a discipline decision regardless of whether the student or the student's parent/guardian attends if the District made reasonable attempts to have them attend. If during the term of DAEP placement the student engages in additional misconduct, additional conferences may be conducted and additional discipline may be imposed.
2. A copy of the DAEP placement order will be provided to the student and student's parent/guardian. A copy of the DAEP placement order will be included with any records sent to a school where the student seeks to enroll. The enrolling school district has discretion to enforce the DAEP placement order.
3. If the DAEP placement extends beyond sixty (60) days or the end of the next grading period, whichever is sooner, the student or the student's parent/guardian may participate in a proceeding before the Board or Board's designee as provided in policy FNG (LOCAL). Any decision of the Board is final and may not be appealed.
4. The length of a student's placement in DAEP will be determined on a case-by-case basis using the criteria identified in the "Discipline Considerations" of the SCC. DAEP placement can result in placement for up to sixty (60) days depending on the nature and type of offense committed. The length of DAEP placement may not exceed one year unless, after review, the District determines

that (1) the student is a safety threat to other students of District employees, or if (2) extended placement is in the best interest of the student.

5. Students placed in DAEP at the end of one school year may be required to complete the assigned term at the beginning of the next school year. For DAEP placement to extend beyond the end of the school year, the administrator must determine that: (1) the student's presence in the regular classroom or campus presents a danger of physical harm to the student or others; or (2) the student has engaged in serious or persistent misbehavior that violates the SCC. For purposes of this paragraph only, "serious or persistent misbehavior" means any misconduct identified as being punishable with placement in DAEP or expulsion or three or more violations of the SCC or repeated occurrences of the same violation.
6. If during the term of DAEP placement the student engages in additional misconduct, additional conferences may be conducted and additional discipline may be imposed.
7. Students in DAEP during summer programs may be served alongside other students not assigned to DAEP if DAEP cannot provide the necessary programming required for meeting the student's graduation requirements.
8. Discipline placements for off-campus misconduct, that did not occur on any school property or within 300 feet of school property, or at any school-sponsored or at any school-related activity, or for a false alarm or report, or terroristic threat involving a public school, may be vacated if the District receives notice that prosecution of a student's case was refused and no formal proceedings, deferred adjudication, or deferred prosecution will be initiated or a court or jury found the student not guilty or did not engage in delinquent conduct or conduct indicating a need for supervision and dismissed the student's case with prejudice. The District will review the student's DAEP placement and will schedule a review with the student's parent/guardian no later than the third day after receiving notice. The student will not be returned to the regular classroom before the review. After reviewing the notice and receiving information from the student's parent/guardian, the administrator may only continue the student's DAEP placement if the administration has reason to believe the student's presence in the regular classroom threatens the safety of others.

Until a placement conference can be held, the student may be placed in in-school suspension, or out-of-school suspension. The student may not be returned to the regular classroom pending the placement conference.

DAEP PLACEMENTS

Elementary Disciplinary Alternative Education Program (DAEP)

Principal: Michelle Duhon
Stephen F. Austin Elementary
3022 Massey Tompkins Road
Baytown, Texas 77521
Ph: 281/420-4620

POINT Alternative Center

Principal: Dr. Tricia Times
401 Jones Road
Baytown, Texas 77520
Ph: 281/420-4630

Highpoint School East Alternative Education Program

8003 E. Sam Houston Parkway North [Out-of-District]
Houston, Texas 77049
Ph: 713/696-2160

Particular Rules for Registered Sex Offenders

The general SCC rules for DAEP placement apply to registered student sex offenders (See Glossary) except as modified in this section.

Registered sex offenders will be placed in a Juvenile Justice Alternative Education Program (JJAEP) in lieu of DAEP if: (1) ordered to attend JJAEP by a court, or (2) if permitted by agreement between the District and the JJAEP. Registered sex offenders under court supervision will be placed in DAEP for a minimum placement of thirty (30) days up to one school year. Registered sex offenders who are not under any form of court supervision but are assigned to DAEP must serve a minimum of thirty (30) and up to eighty (80) days, which is the equivalency of one semester.

Registered sex offenders under court supervision that transfer into the District will be required to complete an additional eighty (80) school days which is the equivalent of one semester in DAEP in addition to the assignment assessed by the previous school district.

Registered sex offenders who are not under court supervision that transfer into the District will be required to complete the DAEP assignment assessed by the previous school district, but will receive credit for any time already spent in DAEP.

After eighty (80) school days in DAEP, a review committee or Superintendent's designee will make a recommendation to the Director of Student Services whether the student should remain in DAEP or be returned to the regular classroom.

DAEP placement may be appealed as described in District policy FNG or FOC. However, the appeal is limited to the factual question of whether the student is required to register as a sex offender under the law. A decision of the District's Board of Trustees is final and may not be appealed.

Other DAEP Provisions

Elementary students in kindergarten through grade 5 will not be placed in DAEP with secondary students in grades 6-12.

Students placed in DAEP for any mandatory or discretionary reasons are not allowed to attend or participate in school-sponsored or school-related extracurricular or co-curricular activities during the period of DAEP placement. This restriction applies until the student fulfills the DAEP assignment at this or another school district.

The District will provide transportation to and from DAEP. This transportation privilege may be revoked if the student does not follow the transportation rules, refuses to cooperate with the driver or other District personnel involved in providing transportation or violates any provision of the SCC during transport.

The District will review a student's DAEP placement and academic status every 120 calendar days. In the case of a high school student, the student's progress toward graduation will be reviewed and a graduation plan will be established. At the review, the student or the parent/guardian will have an opportunity to present reasons for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without the teacher's consent.

Students placed in DAEP will have an opportunity to complete coursework required for graduation, at no cost to the student, before the beginning of the next school year.

When a student withdraws from school before a DAEP placement order is completed, the District may complete the proceedings and issue a DAEP placement order. If the student re-enrolls in the District during the same or subsequent school year, the District may enforce the DAEP placement order at that time, minus any portion of the placement that was served by the student during enrollment in another district. If the administrator does not issue a DAEP placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a DAEP placement order. Students assigned to DAEP in another Texas district, a Texas open-enrollment charter school, or an out-of-state school district at the time of enrollment into

the District will be placed into the District's DAEP to complete the term of their DAEP placement.

Students in DAEP during summer programs will be served in DAEP separate from other students unless the necessary program required for graduation or state testing remediation is only offered at the student's regular campus.

If the District receives notice that prosecution of a student's case, involving an outside criminal offense, was refused and no formal proceedings, deferred adjudication, or deferred prosecution will be initiated or a court or jury found the student not guilty or did not engage in delinquent conduct or conduct indicating a need for supervision and dismissed the student's case with prejudice, the District will review the student's DAEP placement and will schedule a review with the student's parent/guardian no later than the third day after receiving notice. The student will not be returned to the regular classroom before the review. After reviewing the notice and receiving information from the student's parent/guardian, the administrator may only continue the student's DAEP placement if the administration has reason to believe the student's presence in the regular classroom threatens the safety of others. The administrator's decision may be appealed to the Board. In the event of an appeal, at the next scheduled meeting the Board will: (1) review the notice, (2) hear statements from the student, the student's parent/guardian, and the administrator, and (3) confirm or reverse the decision of the administrator. If the Board confirms the decision of the administrator, the student and the student's parent/guardian have the right to appeal to the Commissioner of Education. The student may not be returned to the regular classroom while the appeal is pending.

DAEP PLACEMENT LENGTH

Students who are assigned to a Disciplinary Alternative Education Program (DAEP) as a result of any violation of *the SCC* will be subject to the following lengths of placement:

Elementary DAEP

The term of placement at Elementary DAEP shall be a maximum of fifteen (15) days and a minimum of ten (10) days for discretionary placements. Mandatory DAEP placements shall be a minimum of fifteen (15) days on the first mandatory offense, thirty (30) days on the second mandatory offense, and forty five (45) days on the third mandatory offense.

POINT Alternative Center

The term of a placement at POINT Alternative Center shall be forty five (45) days for drug and alcohol violations for the first offense in the school year. A student that incurs an additional drug or alcohol violation within the same school year shall be placed at POINT Alternative Center for sixty (60) days with no early release options available. All other Student Code of Conduct violations, discretionary or mandatory, for placement at POINT Alternative Center placement will result in a fifteen (15) day placement, a thirty (30) day placement, or a forty-five (45) day placement depending upon the frequency of previous placements and severity of incident(s). If a student younger than ten (10) years of age on the date of expulsion engages in expellable conduct, the student must be placed in an in-district DAEP except as provided under federal law. Students under six (6) years of age shall not be placed in a DAEP.

Highpoint Alternative Education Program

The term of a placement at Highpoint shall be until the end of the six weeks' grading period in which the 45th day of assignment to Highpoint occurs (with the conditions that the student must achieve 90% attendance during the expulsion period and have satisfactory behaviors while assigned to Highpoint). If the conditions are not met, the student shall remain at Highpoint for an additional six weeks' grading period. Students scheduled for release from Highpoint at the end of the fifth six weeks grading period will be required to remain at Highpoint until Monday of the week of May 1.

LEVEL V – EXPULSION FOR SERIOUS OFFENSES

Mandatory Expulsion to Juvenile Justice Alternative Education Program (JJAEP)

A student **must** be expelled for any of the following misconduct that **occurs on school property or while attending a school-sponsored or school-related activity on or off school property**:

- Brings to school a firearm, as defined by federal law (*See Glossary*).
- Possesses or uses a handgun, illegal knife, or club on or about his or her person (*see Glossary*)*Firearm note: So long as the firearm is not brought on school property, a student will not be expelled solely for using, exhibiting, or possessing a firearm at an off-campus approved target range facility while participating in or preparing for a school-sponsored shooting sports competition or while participating in or preparing for a shooting sports educational activity sponsored or supported by the Texas Parks and Wildlife Department or an organization working with the Department.
- Possesses, manufactures, transports, repairs, or sells one of the following prohibited weapons: explosive weapon, machine gun, short-barrel firearm, firearm silencer, knuckles, armor-piercing ammunition, chemical dispensing device, zip gun, or tire deflation device (*see definitions*).
- Engages in the following misconduct, as defined in the Texas Penal Code: (1) aggravated assault, (2) sexual assault, (3) aggravated sexual assault, (4) arson, (5) murder, (6) capital murder, (7) criminal attempt to commit murder or capital murder, (8) indecency with a child, (9) aggravated kidnapping, (10) aggravated robbery, (11) manslaughter, (12) criminally negligent homicide, or (13) continuous sexual abuse of a young child or children.
- Sells, gives, delivers, possesses, uses, or is under the influence of marijuana, a controlled substance (*See Glossary*), a controlled substance (*See Glossary*), a dangerous drug (*See Glossary*), or an alcoholic beverage (*See Glossary*) if the behavior is punishable as a felony.
- Commits a serious act or offense while under the influence of an alcoholic beverage if the behavior is punishable as a felony.
- Retaliates against a school employee or volunteer by committing a state mandated expellable offense. *Whether the offense occurs on or off school property or at a school-related function.

Discretionary Expulsion to JJAEP or Discretionary Removal to Out-of-District DAEP (Highpoint)

A student **may** be expelled to JJAEP or removed to Highpoint for engaging in documented serious misbehavior (*See Glossary*) while the **student is placed in DAEP and on the DAEP site/campus despite documented behavioral interventions**.

A student **may** be expelled to JJAEP or removed to Highpoint for any of the following offenses that occur **on school property, within 300 feet of school property as measured from any point on the District's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property**:

- Commits an assault (*See Glossary*) resulting in bodily injury to a school employee or volunteer.
- Engages in deadly conduct (*See Glossary*).

Additionally, a student **may** be expelled to JJAEP or removed to Highpoint for any of the following offenses that occur **within 300 feet of school property as measured from any point on the District's real property boundary line**:

- Possesses a firearm, as defined by federal law (*See Glossary*).
- Possesses or uses a handgun*, illegal knife, or club on or about his or her person (*See Glossary*)
*See Firearm note above in previous section.
- Possesses, manufactures, transports, repairs, or sells one of the following prohibited weapons: an explosive weapon, machine gun, short-barrel firearm, firearm silencer, knuckles, armor-piercing ammunition, chemical dispensing device, zip gun, or tire deflation device (*See Glossary*).
- Engages in the following misconduct as defined in the Texas Penal Code: (1) aggravated assault, (2) sexual assault, (3) aggravated sexual assault, (4) arson, (5) murder, (6) capital murder, (7) criminal attempt to commit murder or capital murder, (8) indecency with a child, (9) aggravated kidnapping,

- (10) aggravated robbery, (11) manslaughter, (12) criminally negligent homicide, or (13) continuous sexual abuse of a young child or children.

A student **may** be expelled to JJAEP or removed to Highpoint if the student engages in the following misconduct, **regardless of whether the conduct occurred on or off campus:**

- Commits aggravated assault, sexual assault, aggravated sexual assault, murder, capital murder, criminal attempt to commit murder or capital murder, or aggravated robbery against another student.
- Retaliates against a school employee or volunteer by committing an assault (*See Glossary*) resulting in bodily injury.
- Engages in criminal mischief if the damage is \$2,500 or more.
- Engages in breach of computer security by accessing a computer, computer network or computer system owned by or operated on behalf of a school district without consent and knowingly alters, damages, or deletes school district property or information or breaches any other computer, computer network, or computer system.
- Commits a state-mandated expellable offense on the school property of another Texas school district or while attending a school-sponsored or school-related activity of another Texas school district.

In addition to the expellable conduct listed above, a student **may** also be expelled to JJAEP or removed to Highpoint, regardless of location if the student:

- is arrested for a Title 5 felony offense (*See Glossary*) or aggravated robbery,
- is charged with engaging in a Title 5 felony offense or aggravated robbery,
- received deferred adjudication or deferred prosecution for a Title 5 felony offense or aggravated robbery,
- is on probation for a Title 5 felony offense or aggravated robbery,
- was found by a court or jury to have engaged in delinquent conduct for a Title 5 felony offense or aggravated robbery,
- has been referred to a juvenile court for delinquent conduct based on a Title 5 felony offense or aggravated robbery, or
- was convicted of a Title 5 felony offense or aggravated robbery;

and the administrator determines the student's presence in the regular classroom either threatens the safety of other students or teachers, is detrimental to the educational process, or is not in the best interests of the District's students. In this circumstance, expulsion or removal to an alternative setting may be ordered regardless of: (1) the date on which the conduct occurred, (2) the location at which the conduct occurred, (3) whether the student was enrolled in the District at the time the conduct occurred, or (4) whether the student successfully completed any court disposition requirements regarding the conduct.

A student **may** be subject to an expulsion or removal under this circumstance until: (1) the student graduates from high school, (2) the charges are dismissed or reduced to a misdemeanor, (3) the student completes the terms of the placement, or (4) the District assigns the student to another program. The student will be entitled to the same periodic review afforded to other students in alternative settings. An expulsion in this case is final and may not be appealed beyond the Board of Trustees.

Emergency Expulsion

An administrator **may** order the immediate expulsion of a student if the administrator reasonably believes the emergency expulsion is necessary to protect persons or property from imminent harm. The reason for the emergency expulsion must also be a reason for which expulsion could be ordered on a non-emergency basis. At the time of the emergency expulsion, the student will be told the reason for the action. No later than the tenth day after the date of emergency expulsion, the student will be given a hearing as required for a regular expulsion; see below.

Procedure for Expulsion

Students alleged to have committed an expellable offense will receive a hearing before a District Committee within a reasonable time following the alleged misconduct. The student's parent/guardian will be informed of the basis for the proposed expulsion or removal and will be invited in writing to attend the hearing.

Expulsion Hearings

1. A hearing must be held within seven (7) school days of the date that the campus administrators make the expulsion recommendation, unless there are extenuating circumstances or an extension is mutually agreed upon by the District's representative and the student's parent(s) or guardian(s). After making an effort to inform the student and parent/guardian of the hearing, the District may hold the hearing regardless of whether the student or the student's parent/guardian attends.
2. At the hearing, the student is entitled to:
 - Representation by an adult, including the student's parent/guardian, who can provide guidance to the student and who is not an employee of the District;
 - An opportunity to question the District's witnesses; and
 - An opportunity to testify and to review and present evidence and witnesses in the student's defense.
3. Courtroom rules of evidence will not apply, but all evidence and testimony must be relevant to the proceeding. A record of the hearing will be made by tape recorder.
4. Additional proceedings may be conducted and additional discipline may be imposed if the student engages in additional misconduct while the student is already expelled or removed from the District. Until an expulsion hearing can be held, the student may be placed in out-of-school suspension or DAEP. If the outcome of the expulsion hearing is that the student will be expelled, the appropriate administrator will issue an expulsion order and provide a copy to the student and the student's parent/guardian. If the duration of the expulsion differs from the guidelines in the SCC, the expulsion order will give notice of the inconsistency.
5. The District will send a copy of the expulsion order to the juvenile court no later than the second business day after the expulsion hearing. A copy of the expulsion order will be included with any records sent to a school where the student seeks to enroll. The enrolling school district has discretion to enforce the expulsion order.
6. An expelled student may appeal the expulsion decision to the Board of Trustees as provided by policy. The student or student's parent/guardian must submit a written appeal to the Superintendent within ten (10) days after receipt of the expulsion order or decision. The superintendent will give the student or the student's parent/guardian written notice of the date, time, and location of the meeting at which the Board will review the decision. Consequences will not be delayed pending the outcome of the appeal.

Other Expulsion Provisions

Students will not receive academic credit for work missed during the period of expulsion unless the student is enrolled in a JJAEP or other District approved program or as required by IDEA or Section 504.

Expelled students are prohibited from being on school grounds or attend or participating in school-sponsored or school-related activities while expelled.

Students under the age of ten that engage in expellable behavior will not be expelled, but will be placed in DAEP.

If a student withdraws from the District before the expulsion hearing is conducted, the District may proceed with conducting the hearing after sending written notice to the parent/guardian and student. If the student re-enrolls during the same or subsequent school year the District may enforce the expulsion order at that time; students

will be credited for any expulsion period that was served by the student while enrolled in another district. If the administrator does not issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue an expulsion order.

The District will continue the expulsion of students expelled from either another Texas school district or from an out-of-state school district for behavior that is also a reason for expulsion in the enrolling district, until the term of expulsion has been served. If the out-of-state expulsion exceeds one year, the District will reduce the period of the expulsion so that the total expulsion does not exceed one year unless the District determines that the student is a threat to the safety of others or extended placement is in the best interest of the student.

JJAEP PLACEMENT

Juvenile Justice Alternative Education Program (JJAEP)
2525 Murworth
Houston, Texas 77054 [Out-of-District]
Ph: 713/669-0799

Juvenile Justice Alternative Education Program

The term of expulsion to JJAEP shall be for a period of sixty (60) seat days and the student must achieve 90% attendance during the expulsion period and have satisfactory behaviors while assigned to JJAEP. Students who bring a firearm (as defined by federal law) to school will be expelled from the regular classroom for at least one calendar year except as modified by the administrator on a case-by-case basis.

An expulsion will not exceed one calendar year unless, after review, the District determines that: (1) the student is a threat to the safety of other students or to District employees; or (2) extended expulsion is in the best interest of the student. Students expelled at the end of one school year may be required to complete the term of their expulsion at the beginning of the next school year.

PROCEDURES FOR TEACHER REMOVAL OF A STUDENT

Office Referrals

A teacher may send a student to the office to maintain effective discipline. The administrator or designee shall respond by employing appropriate discipline management techniques consistent with *the SCC*.

1. A teacher may remove from class a student who has been documented by the teacher to interfere repeatedly with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.
2. A teacher may remove a student from class whose behavior the teacher determines is so unruly, disruptive, or abusive that it seriously interferes with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn.

Administrative Options for Teacher Removal of Students

If the student is removed by the teacher under these circumstances, and the teacher has appropriately documented the reasons for the removal, the student may not be returned to the teacher's class without the teacher's consent. The options available to the principal or designee include: placement in another appropriate classroom, placement in in-school suspension, out-of-school suspension, or placement in a Disciplinary Alternative Education Program (DAEP).

Placement Review Committee for Teacher Removal of Students

Each school shall have a placement review committee composed of three members. The campus faculty shall choose two teachers to serve as members and one teacher to serve as an alternate member. The principal or designee shall select one member from the professional staff of the campus. The teacher refusing to readmit the student may not serve on the committee.

The committee will determine placement of a student when a teacher has removed the student and refuses to allow the return of the student to the teacher's class. The committee will make a final determination of the student's placement at the campus level.

Placement Review for Students Removed by Teacher

1. Not later than the third class day after the day on which a student is removed, the school principal or designee shall schedule a meeting among the principal or the designee, a parent or guardian of the student, the teacher removing the student from the class, and the student.
2. The student may not be returned to the removing teacher's classroom over the teacher's objection. Pending the meeting, the principal or designee may place the student into In-School Suspension, into another class, or suspend from school if the student has engaged in misconduct for which placement in a DAEP is permitted.
3. At the meeting, the principal or designee shall afford all parties an opportunity to be heard; however, the conduct and control of the hearing shall be within the absolute discretion of the principal or the principal's designee. The principal or designee may place reasonable limits on the length of the discussion.
4. Following the meeting and whether or not each requested person is in attendance after valid attempts to require the person's attendance, the principal or designee may return the student to the class of the teacher who removed the student unless the teacher objects to the student's return. If the teacher objects, the principal or designee shall order the placement of the student to another class, into a Disciplinary Alternative Education Program (DAEP), or may refer the student to the Placement Review Committee for determination as to placement.

5. The teacher may not be coerced to accept the student without a determination by the Placement Review Committee.
6. The Placement Review Committee will make a determination as to whether the student may be returned to the removing teacher's class. The student may not be returned to the teacher's class without the teacher's consent unless the committee determines that such placement is the best or only alternative available.
7. If the decision is to place the student in a DAEP, the campus will follow the procedures that are provided in this document for removal to a DAEP.

Teacher Removal of Students for Level IV and Level V Conduct Violations

A teacher is required to remove from class and send to the principal or designee for appropriate disciplinary action or for expulsion any student who engages in Level IV or Level V misconduct that requires or permits DAEP placement or expulsion under the Texas Education Code. .

Readmission of Expelled Students

Upon recommendation of the Placement Review Committee or on its own initiative, the District may readmit an expelled student while the student is still fulfilling court-imposed sanctions. After a student completes the sanctions, the District must readmit the student; however, the District may place the student in a Disciplinary Alternative Education Program (DAEP). The student may not be returned to the classroom of the teacher under whose supervision the offense occurred without that teacher's consent. The teacher may not be coerced to consent.

Suspension of Students (TEC §37.005)

Suspension is defined as the removal of a student from the campus. The principal or designee may suspend a student for such conduct as defined under **Level III** and higher violations. A suspension may be up to three (3) school days per incident. A student is responsible for all class work missed during the period of suspension.

Before suspending a student, the administrator or designee shall conduct a conference at which the student is advised of the misconduct and is given an opportunity to explain his or her version of the incident. School personnel shall make every effort to notify the parent prior to suspending a student from school. If the parent cannot be contacted prior to the removal, the parent shall be notified as soon as possible and shall be informed of the reasons for the suspension. The campus principal or designee has the final authority regarding a decision to suspend. The student will be required to complete all class assignments, homework, tests, and other academic work covered during the suspension. The student will have the opportunity to receive full credit for completed academic work when submitted in a timely manner and in accordance with the teacher or administrator's instructions

During the period of suspension, the student is not allowed to be on school grounds or attend any school or district activities. It is the responsibility of the parent or guardian to provide adequate supervision for the student while the student is suspended.

**DISCIPLINE OF SPECIAL EDUCATION STUDENTS
UNDER THE INDIVIDUALS WITH DISABILITIES EDUCATION ACT (IDEA) AND
§504 OF THE REHABILITATION ACT**

Disciplinary actions regarding students with disabilities shall be in accordance with all applicable statutes, rules, and regulations. In addition to the general guidelines considered when determining whether suspension, DAEP, or JJAEP placement is an appropriate disciplinary sanction, administrators will consider a student's disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

Definition of a Student With a Disability Under IDEA

For purposes of this section, a student with a disability is a student who has been evaluated in accordance with *34 Code of Federal Regulations* relating to comprehensive individual assessment and determined by an Admission, Review, and Dismissal (ARD) committee as meeting the eligibility criteria for Autism, Deaf-Blindness, Auditory Impairment, Emotional Disturbance, Mental Retardation, Multiple Disabilities, Orthopedic Impairment, Other Health Impairment, Specific Learning Disability, Speech Impairment, Traumatic Brain Injury, Visual Impairment, and/or Non-Categorical Early Childhood and who because of these impairments needs special education and related services in order to access a Fair and Appropriate Public Education (FAPE).

In addition to statutory requirements that an ARD committee must convene to conduct a manifestation determination before a student is removed for more than ten (10) days, the law states that an ARD committee must be convened specifically to review a special education student's conduct prior to assessing a disciplinary consequence for bullying, harassment, or making hit lists.

Definition of a Student With a Disability Under §504

A student is considered to have a disability under §504 of the Rehabilitation Act of 1973 if the student:

- Has a physical or mental impairment which substantially limits one or more of life's major activities,
- Has a record of such an impairment, or
- Is regarded as having such impairment.

34 CFR Section 104.3(j)

Students served under §504 are also entitled to a manifestation determination meeting prior to removal for more than ten (10) days. The committee shall consist of two (2) or more persons knowledgeable about the student and the evaluation data.

PROCEDURES RELATED TO STUDENT CONDUCT AND SAFE SCHOOLS

Academic Dishonesty

Teachers may not impose scholastic penalties for disciplinary infractions other than for cheating or copying another's work. Cheating shall be defined as giving or receiving information or help on a test, possession of any unauthorized material during a test, copying another student's assignment or knowingly allowing another unauthorized student to copy from his/her assignment, submitting duplicate work, or having someone else complete an assignment on behalf of the student. Plagiarism, the use of another's ideas or products as one's own, can also be defined as cheating.

Students found to have engaged in academic dishonesty shall be subject to disciplinary penalties as well as academic penalties. Where number grades are given, a zero will be recorded on any assignment where cheating occurs as defined in EIA (LOCAL). The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or other supervising professional employee, taking into consideration written materials, observation, or information from students.

Arrested Students

If a student at school is subject to arrest or apprehension by law enforcement officer(s), the principal or designee must confirm the officer's identity and authority. After this is confirmed, the campus administrator will deliver the student into the officer's custody. The principal or designee shall immediately make reasonable efforts to notify the student's parents and the appropriate district administrator. A written record of the occurrence will be made by the campus administrator or designee. [See "Questioning of Students"]

Bus Conduct

All students are required to comply with bus safety rules on school buses and while loading/unloading at authorized bus stops. Students who misbehave or violate the GCCISD student code of conduct while on the bus or at designated bus stop(s) will be issued a bus safety referral and disciplined accordingly by their respective campus administration. Such consequences will follow the GCCISD Student Code of Conduct which may include suspension from the school bus. Students suspended from bus transportation will not be eligible for transportation services until the duration of the suspension is fulfilled. Students receiving bus safety referrals for instances of vandalism will be suspended from bus transportation services until the cost for the damage is paid to the transportation department. Video cameras may be used to assist GCCISD in assuring safe transportation for all students. Further information may be obtained by calling the Transportation Office at 281-420-4665 or at www.gccisd.net.

Penalties

GCCISD bus drivers are authorized to issue "Bus Safety Reports" for rider violations. The following are penalties that may be invoked for serious and/or continuing misconduct due to violations of behavioral expectations detailed in the student handbook.

- **First Notice:** Warning with parent notification via mail which must be signed and returned to driver/campus.
- **Second Notice:** Warning with parent notification via mail which must be signed and returned to driver/campus.
- **Third Notice:** Parent notification, Administrator may invoke detention, In School Suspension, or up to five days of suspension from bus.
- **Fourth Notice:** The student will be removed for a maximum of ten (10) days and/or other disciplinary action as outlined in the *Student Code of Conduct* may be taken. Parent(s) or guardian will be notified of the offense, the consequence, and/or other disciplinary action.
- **Fifth and Subsequent Notices:** The student will be removed from the bus for a maximum of twenty (20) days and/or other disciplinary action as outlined in the *Student Code of Conduct* may be taken. Parent(s) or guardian will be notified of the offense, the consequence, and/or other disciplinary action.
- **Further offenses:** Will result in student being removed from the bus for the remainder of the semester with parent notification.
- **Second Semester:** Students previously denied riding privileges for the previous semester would begin at the third discipline level when being assessed consequences for any additional bus safety reports.
- **Severe Clause:** Those offenses that can be classified as severe in nature may result in immediate and/or long-term suspension from the school bus and could also result in the student receiving law enforcement related consequences.

A bus driver may refer a student to the principal's office to maintain effective discipline on the bus. The principal must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges. Additionally, the transportation director or designee reserves the right to administer bus suspensions as disciplinary consequences and/or make recommendations for disciplinary actions to campus administration as deemed necessary.

Cellular Phones

Cell phones cannot be visible and must be turned off during the school day and while on school buses during the instructional day.

The instructional day begins when a student arrives on campus (or boards a school bus) and extends until the student departs campus after the dismissal bell (or exits the school bus if he/she rides District transportation after school). The instructional day will extend through detention hall and tutorials when appropriate.

Students who violate this rule shall be subject to established disciplinary measures as outlined in the Student Handbook.

Neither the school nor school personnel will assume responsibility for confiscated items or items that may be lost or stolen.

[TEC 37.082, FNCE (LEGAL), FNCE (LOCAL), and Administrative Guideline 6.04]

Closed Campus Policy

All Goose Creek schools have closed campuses. Once students arrive on campus, they may not leave without following the appropriate procedure established by the school administration.

Complaints by Students/Parents

A student or parent should first discuss the problem with the appropriate teacher. If the teacher's decision is not satisfactory, the complainant may request, within ten (10) calendar days of learning about the event or problem, a conference with the principal or designee. If the principal's or designee's decision is not satisfactory, the complainant may request, within ten (10) calendar days, a conference with the Superintendent or designee. If the Superintendent's or designee's decision is not satisfactory, the student and/or parent may appear before the Board of Trustees in accordance with Board Policy FNG (LOCAL).

Cooperation with Law Enforcement Agencies

The District and District personnel will cooperate with law enforcement agencies and other legal authorities. Administrators shall have the responsibility and authority to determine when law enforcement officers' assistance is needed within their respective jurisdictions. Law enforcement officials may be summoned to keep or restore order at school or school-related activities or to conduct an investigation of alleged criminal conduct on school premises or at school-sponsored activities. District administrators shall at all times act in a manner that protects and guarantees the rights of students, parents, and District employees. [See "Questioning of Students"]

Court Involvement

Not later than the second business day after the date a hearing is held in which a student is expelled or placed in a Disciplinary Alternative Educational Program (DAEP), the Board of Trustees of a school district or the Board's designee shall deliver a copy of the order placing a student in a DAEP under TEC §37.006 or expelling the student under TEC §37.007, along with any information required by §52.04, Family Code, to the authorized officer of the juvenile court of Harris County.

An expelled student shall to the extent provided by law or Memorandum of Understanding immediately attend the educational program from the date of expulsion. The officer of the juvenile court may determine whether a petition should be filed alleging that the student is in need of supervision or has engaged in delinquent conduct or the student should be referred to an appropriate state agency.

Family Educational Rights and Privacy Act (FERPA)

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

FERPA gives parents and students over 18 years of age ("eligible students") certain rights with respect to their children's education records. These rights are:

- The right to inspect and review the student's education records within 45 days of the day the school or school district receives a request for access. Parents or eligible students should submit to an appropriate school official a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the record(s) may be inspected.
- The right to request the amendment of the student's education records that the parent or eligible student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents or eligible students who wish to ask the school to amend a record should write the appropriate school official, clearly identify the part of the record they want changed, and specify why it should be changed. If the school or school district decides not to amend the record as requested, the parent or eligible student will be notified of the decision and advised of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
- The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, as required by federal statute.

- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirement of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

Gang / Gang Activity

"Gangs or Gang Activity" will not be tolerated in Goose Creek Consolidated ISD schools. A gang is a group of individuals, juveniles, and/or adults who associate on a continuous basis and/or are involved in delinquent or criminal activity.

Parents should be aware that gangs generally will adopt some common dress or identifier that identifies them as a group. This gives the gang the public recognition that it strives for and needs. Identifiers can, but do not always, mean gang-related membership or activity. Some identifiers used by gangs are caps, hats, shirts, pants, jackets/coats, shoes, bandanas, jewelry, graffiti or drawings of gang symbols on notebooks or clothing, haircuts, or tattoos.

Students are prohibited from any behaviors that are associated with gang-related affiliation including, but not limited to, violation of established dress code, possession of paraphernalia, intimidation of students or staff members, graffiti or symbols, tattoos, and identifying language or hand signals. Campus administrators may ban such dress or behaviors from school that are gang-related. [TEC §37.121]

Appropriate discipline will be assigned students refusing to comply with this policy or administrative directives related to it.

General Authority of the School District

The Texas Legislature has delegated the authority of managing independent school districts and disciplining of those students attending school within the District to the Board and those persons employed by the Board. [*Texarkana ISD v. Lewis*, 470 S.W.2d 727 (Tex. Civ. App. - Texarkana, 1971, no writ)]

If a particular type of conduct has the effect of disrupting the learning atmosphere, it should be subject to regulations. The Board possesses considerable leeway in promulgating regulations for the proper conduct of students. [*Passel v. Ft. Worth ISD*, S.W.2d 888 (Tex. Civ. App. Ft. Worth, 1970, Wrt refd n.r.e.)]

Hazing

Hazing is any willful act done by a student, whether individually or in concert with others, to another student for the purposes of subjecting such student to humiliation, intimidation, physical abuse or threats of abuse, social or other ostracism, shame, or disgrace, or as further defined by law. Students and organizations are prohibited from initiating or engaging in hazing or from encouraging or assisting any other person in hazing. [TEC §37.151 through § 37.154]

Internet Acceptable Use Guidelines

Network Guidelines

The guidelines are provided here so that students and parents are aware of the responsibilities students accept when they use district-owned computer hardware, operating system software, applications software, stored text, data files, local databases, CD-ROMs, digitized information, and Internet access. In general, this requires efficient, ethical, and legal utilization of all technology resources.

Expectations:

- Student use of computers, other technology hardware, software, and computer networks including the Internet, is only allowed when permission is granted by a staff member.
- All users are expected to follow existing copyright laws. Copyright guidelines are posted on the district website.
- Although GCCISD has an Internet safety plan in place, students are expected to notify a staff member whenever they come across information or messages that are inappropriate, dangerous, threatening, or anything that makes them feel uncomfortable.
- Students who identify or know about a security problem are expected to convey the details to a teacher or administrator without discussing it with other students.

District Liability

Although computers are provided for use with the district curriculum, GCCISD assumes no liability for any inappropriate material accessed on the device.

Unacceptable Conduct

Includes, but is not limited to the following:

- Using the network for illegal activities including copyright, license or contract violations, downloading inappropriate materials, viruses, and/or software, such as (but not limited to) hacking and host file sharing software.
- Seeking to gain unauthorized access to Goose Creek CISD's facilities, services or resources or to the facilities, services, or resources of connected networks (i.e.: hacking or using another user's account and password)
- Using the network for financial or commercial gain, advertising, or political lobbying.
- Accessing or exploring on-line locations or materials that do not support the curriculum and/or inappropriate for school assignments such as (but not limited to) pornographic sites.
- Vandalizing and/or tampering with equipment, programs, files, software, system performance, or other components of the network. Use or possession of hacking software is strictly prohibited.
- Engaging in activities that cause or are liable to cause disruption or denial of service to other users (i.e.: introducing or attempting to introduce a virus, worm, Trojan or spyware onto the network)
- Causing congestion on the network or interfering with the work of others, e.g., chain letters or broadcasting messages to lists or individuals.
- Intentionally wasting finite resources, i.e., on-line time, real-time music.
- Gaining unauthorized access anywhere on the network.
- Revealing the home address or phone number of oneself or another person.
- Invading the privacy of other individuals.
- Using another user's account, password, or allowing another user to access your account or password.
- Coaching, helping, observing, or joining any unauthorized activity on the network.
- Posting anonymous messages or unlawful information on the system.
- Engaging in sexual harassment, bullying or using objectionable language in public or private messages, e.g., racist, terrorist, abusive, sexually explicit, threatening, stalking, demeaning, or slanderous.
- By-passing or attempting to by-pass the Goose Creek CISD content filtering system (i.e.: proxy sites, with broadband cards, cell phones or any other personal data devices)
- Falsifying permission, authorization, or identification documents.
- Obtain copies of, or modify files, data, or passwords belonging to other users on the network.
- Knowingly placing a computer virus on a computer or network.

Noncompliance with applicable network guidelines may result in suspension or termination of privileges and other disciplinary action consistent with district policies. Students violating the Administrative Guidelines, Board Policies CQ (Local), DH, FNC, FNCJ, FO, and/or the Student Code of Conduct will face disciplinary action and/or restitution to the district. Violations of law may result in criminal prosecution as well as disciplinary action by the district.

Network Student Drives

All students have a network folder set up for their work. Students should save important work in this folder allowing them to access needed materials from any computer on the network.

Network Etiquette

- Be polite; messages typed in capital letters on the computer are equivalent to shouting and are considered rude.
- Use appropriate language; swearing, vulgarity, ethnic or racial slurs, and any other inflammatory language are prohibited.
- Pretending to be someone else when sending/receiving messages is considered inappropriate.
- Transmitting obscene messages or pictures is prohibited.
- Revealing personal addresses or phone numbers of the user or others is prohibited.
- Using the network in such a way that would disrupt the use of the network by other users is prohibited.

Internet Guidelines

The purpose of this guideline is to establish a uniform district security policy for personal computing and electronic communications.

Access to the district's electronic communications system shall be made available to students and employees exclusively for instructional and administrative purposes and in accordance with administrative regulations.

Access to the district's electronic communications system is a privilege, not a right. All users (including students) shall be required to acknowledge receipt and understanding of all administrative regulations governing use of the system and shall agree in writing to comply with such regulations and guidelines.

All students should use software only in accordance with the applicable license agreement. Unless otherwise noted in the license, or in the event that software arrived without a license agreement, any duplication of copyrighted software—except for backup and archival purchases—is a violation of federal law. Students should recognize that the district will not allow the use of any unauthorized or inappropriate electronic information on school district computers.

Noncompliance with applicable internet guidelines may result in suspension or termination of privileges and other disciplinary action consistent with district policies. Students violating the Administrative Guidelines, Board Policies CQ (Local), DH, FNC, FNCJ, FO, and/or the Student Code of Conduct will face disciplinary action and/or restitution to the district. Violations of law may result in criminal prosecution as well as disciplinary action by the district.

Internet Guidelines for Responsible Use

Internet access is available to students, teachers and staff in Goose Creek CISD. The Internet is a network connecting millions of computer users all over the world. The Internet enables worldwide connections to electronic mail, discussion groups, databases, software, and other information sources, such as libraries and museums. Goose Creek CISD provides Internet access to promote educational excellence in the district by facilitating resource sharing, innovation, and communication. Goose Creek CISD firmly believes that the valuable information and interaction available on the Internet outweighs the negatives that are not consistent with the educational goals of the district.

Risk: Sites accessible via the Internet may contain material that is illegal, defamatory, inaccurate or controversial. With global access to computers and people, a risk exists that staff, teachers and students may access material that may not be of educational value in the school setting.

Monitored Use: Electronic mail transmissions or other use of the electronic communications system by students and employees shall not be considered confidential and will be monitored by designated district staff to ensure appropriate use for educational or administrative purposes. This monitoring may include activity logging, virus scanning, and content scanning.

User Responsibility: Internet users are responsible for their actions in accessing available resources. The following guidelines will apply to all users of the Internet:

- The individual in whose name a system account is issued will be responsible at all times for its proper use.
- The system may not be used for illegal purposes or activities, or any other activity prohibited by district policy.
- A user must immediately back out of an area on the Internet that contains objectionable material.

Access: Access to the Internet via Goose Creek CISD is a privilege, not a right. Internet accounts will only be issued by approved Goose Creek teachers, staff and students.

Usage: Be conservative with all Internet related resources. Internet users should conserve printing graphics and large documents so that printing and paper costs do not increase.

Internet/Email Etiquette: Internet users are expected to observe the following etiquette.

- Be polite.
- Do not type messages in capital letters; this is called shouting which is considered rude.
- Use appropriate language; swearing, vulgarity, ethnic or racial slurs, and any other inflammatory language are prohibited.
- Viewing or transmitting obscene messages or pictures is prohibited.
- Revealing personal addresses or phone numbers of students or others is prohibited.
- Using the internet in such a way that would disrupt the use of the network by other users is prohibited.

Inappropriate Use: Inappropriate use includes, but is not limited to, uses that violate the law, that are specifically named as violations below, that violate the rules of network etiquette, or that hamper the integrity or security of this or any networks connected to the Internet.

- **Commercial Use:** Use for commercial, income-generating or "for-profit" activities, product advertisement, threats, or political lobbying is prohibited. Sending junk mail (internal or external) or chain letters are prohibited.
- **Vandalism/Mischief:** Any malicious attempt to harm or destroy district equipment or materials or other networks that are connected to the Internet is prohibited.
- **Electronic Mail Violations:** Forgery of electronic mail messages is prohibited. Reading, deleting, copying, or modifying the electronic mail of other users without their permission is prohibited.
- **System Interference/Alteration:** Deliberate attempts to exceed, evade or exchange resource quotas are prohibited. The deliberate causing of Internet congestion through the mass consumption of system resources is prohibited.
- **Reporting Security Problems:** If a user identifies or has knowledge of a security problem on the Internet, the user is required to immediately notify a campus principal or TMS. The security problem is not to be shared with others.
- **Impersonation:** Attempts to log on to the Internet impersonating a system administrator or Goose Creek CISD employee is strictly prohibited.
- **Other Security Risks:** Any user identified as having had access privileges revoked or denied on another computer system may be denied access to the Goose Creek CISD Internet.
- **Violations of Law:** Transmission of any material in violation of any U.S. or state law is prohibited. This includes, but is not limited to: copyrighted material, threatening, harassing, or obscene material; or material protected by trade secret. Any attempt to break the law through the use of any Goose Creek CISD Internet account may result in litigation against the offender by the proper authorities. If such an event should occur, Goose Creek CISD will fully comply with the authorities to provide any information necessary for the litigation process.

- **Consequences of Violation:** Any attempt to violate the provisions of these guidelines may result in revocation of the user's access to the Internet, regardless of the success or failure of the attempt. In addition, school disciplinary action consistent with the district discipline policy and/or appropriate legal action may be taken. The principal/supervisor will make the final determinations to what constitutes inappropriate use.
- **Illegal Activity:** It is illegal to access via the Internet any material that violates state or federal laws. For example, 18 U.S.C. 2252 forbids the sexual exploitation of children, including child pornography. Each person using the Internet computers of Goose Creek CISD is liable for any infringement and is subject to criminal prosecution for illegal use. Goose Creek CISD monitors individual access on the Internet. All transactions are logged. The network knows who you are. Any illegal use will be reported. Please be prepared to show your ID upon request.

Reference: Board Policy CQ (Local)

Children's Internet Protection Act (CIPA)

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress to address concerns about access to offensive content over the Internet on school and library computers. GCCISD Internet safety policy includes technology protection measures that block or filter Internet access to pictures that are (a) obscene, (b) child pornography, or (c) harmful to minors. All online activities are monitored.

GCCISD is required to adopt and implement an Internet safety policy addressing: (a) access by minors to inappropriate matter on the Internet; (b) the safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications; (c) unauthorized access, including so-called "hacking," and other unlawful activities by minors online; (d) unauthorized disclosure, use, and dissemination of personal information regarding minors; (e) measures restricting minors' access to materials harmful to them; and (f) provides for the education of students regarding appropriate online behavior including interacting with other individuals on social networking websites and it chat rooms regarding cyber bullying awareness and response.

General Internet Guidelines

- Students will have access to all available forms of electronic media and communication which is in support of education and research in support of the educational goals and objectives of GCCISD.
- Students are responsible for their ethical and educational use of the computer online services at GCCISD.
- All policies and restrictions of computer online services must be followed.
- Transmission of any material which is in violation of any federal or state law is prohibited. This includes (but is not limited to): confidential information, copyrighted material, threatening or obscene material, and computer viruses.
- Any attempt to alter data, the configuration of a computer, or the files of another user, without the consent of the individual, campus administrator, or technology administrator, will be considered an act of vandalism and subject to disciplinary action in accordance with the GCCISD Student Code of Conduct

GCCISD Student Device Guidelines

Student Responsibilities

Your electronic device is an important learning tool and is for educational purposes only. In order to take your device home each day, you must be willing to accept the following responsibilities:

- The GCCISD student device is my responsibility and I will not leave it in unsupervised areas.
- I will honor my family's values when using the device.
- I will bring the device to school every day with a **fully-charged** battery.
- I will treat the device appropriately and will report any mechanical or technical issues to the school in a timely manner and will back up my data before turning in my device for repair or when requested, upon my graduation, expulsion, or withdrawal from school.
- I will ensure that the Goose Creek CISD-owned device is not damaged, lost, or stolen while it is issued to me.

- I will not remove or modify the identification and inventory labels that have been placed on the device.
- I will not add permanent markings to the device or the device case. Stickers, labels, and tags may be added, but must be removed prior to the device being returned to GCCISD.
- I agree to use the device only for appropriate, legitimate, and responsible communications.
- I will keep my accounts and passwords secure and will not share these with any other students or adults, other than my parent or guardian.
- To the extent there is a conflict between the Student Handbook and the Device Loan Agreement, the Loan Agreement will control.
- I will not attempt to add, delete, access, or modify other user accounts on the device.
- I will not modify the operating system.
- I will not change or delete the internal "name" of the device.
- I will not reset the device back to factory settings.
- I will not remove or alter in any way profiles on the device set by the district.
- I will take no action that could interfere with the district's network.
- I will return the device, charger, charging cord, and case in good working order when requested or upon my graduation, expulsion, or withdrawal from school. The equipment must be returned at the date, time and location as specified by the district.
- I must perform regular requested and mandatory updates only when directed by GCCISD.
- I will update assigned Apps and maintain them at all times.
- I understand that by performing regular backups of my device, I help protect against the loss of data.
- I will keep my device protected by using the case (for iPad) provided by GCCISD at all times.

Parent/Guardian Responsibilities:

Your son/daughter may be issued an electronic device as part of a program to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this device:

- I will supervise my son's/daughter's use of the device while not at school.
- I will discuss our family's values and expectations regarding the use of the Internet, email, apps, and photos.
- I will ensure that my son/daughter reports any mechanical or technical issues to the school in a timely manner.
- I will ensure that my son/daughter understands the Student Responsibilities outlined in this document
- I agree that the device, charger, charging cord, and case (for iPad) will be returned to the school when requested or upon my son's/daughter's graduation, expulsion, or withdrawal from school.
- I am responsible for any damages to the device, the charger or the case (for iPad).

Network and/or Internet Use Offenses and Consequences

The following are examples of Level I, II and III offenses and consequences. The list is not intended to be all-inclusive.

Level I Offenses

- Accessing the Internet or e-mail without requesting permission from an instructor at each instance
- Using chat or other communication software
- Changing system or network settings (i.e. screen saver, backgrounds).
- Accessing storage devices without prior permission from the instructor.

Consequences – A student, parent, teacher, and administrator conference will be required to assess and correct the problem. The student will be assigned to detention, in-school suspension or other discipline measures at the administrator's discretion. Further, the student/parent will be held financially responsible for any necessary repairs.

Level II Offenses

- Sending, displaying, or accessing offensive messages, sexually explicit pictures, or web sites
- Using obscene language.
- Downloading, installing, or attempting to install software or files (i.e. installing games, streaming music or video).
- Accessing or attempting to gain access to another user's password or account
- Giving a password or account to another user.
- Violating copyright laws, or engaging in plagiarism

Consequences – A student, parent, teacher, and administrator conference will be required to assess and correct the problem. The student will be assigned to detention, in-school suspension or other discipline measures at the administrator's discretion. Further, the student/parent will be held financially responsible for any necessary repairs.

Level III Offenses

- Harassing, threatening, or attacking others through the use of the network (Example: cyber bullying)
- Damaging computers, computer systems or other computer networks. This includes attempting to access systems to which the student has no authorization (e.g. hacking, spying, and attempting to access proxies).
- Sending, displaying, or accessing offensive messages, sexually explicit pictures, or web sites (e.g. pornography or 'hate' sites).
- Employing the network for commercial use (i.e. selling video/music CDs, auction sites).

Consequences – A student, parent, teacher, and administrator conference will be required. Additionally, the student will be disciplined by revoking computer access privileges for the remainder of the school year, and the student/parent will be held financially responsible for any necessary repairs. Loss of computer access privileges includes removal from all computer lab courses.

Repeated violation of Level I and/or Level II Offenses can result in a Level III Offense consequence. Administrative action can include disciplinary or legal action including, but not limited to, criminal prosecution and/or penalty under appropriate state and federal laws.

Laptop Security

Each of the laptops has a security program installed on it. We have tried to strike a balance between usability of the equipment and appropriate security to prevent the units from being damaged or used to cause damage to the GCCISD system. Two primary forms of security exist:

Desktop Security—Security is in place on the desktop to prevent certain activities. These activities include downloading or installing software on the laptops, removing software, changing system settings, etc.

Filtering Software—GCCISD maintains an Internet filtering software package on-site. This program automatically filters all student access to the Internet.

Terms of Laptop Loan

Acceptable Use: You will comply at all times with the GCCISD Acceptable Use Guidelines and the Parent/Student Agreement. Any failure to comply will be subject to disciplinary action.

Liability: If the property is lost or damaged while in your possession, you are responsible for the cost of repair or replacement value on the date of the loss. In the case of theft, a police report will be filed and provided to the campus technology specialist. If the laptop is lost due to negligence, you are responsible for the **full** replacement cost of the unit. In all cases (lost or stolen), you are responsible for the replacement fee. Laptops not returned will be considered stolen.

Scheduled Evaluations: Spot inspections of the laptops will occur regularly. Students found responsible for causing damage to laptops or who fail to report the damage will be subject to fines and to discipline.

Network and/or Internet Use Offenses and Consequences

The following are examples of Level I, II and III offenses and consequences. The list is not intended to be all-inclusive.

Level I Offenses

- Accessing the Internet or e-mail without requesting permission from an instructor at each instance
- Using chat or other communication software
- Changing system or network settings (i.e. screen saver, backgrounds).
- Accessing storage devices without prior permission from the instructor.

Consequences – A student, parent, teacher, and administrator conference will be required to assess and correct the problem. The student will be assigned to detention, in-school suspension or other discipline measures at the administrator's discretion. Further, the student/parent will be held financially responsible for any necessary repairs.

Level II Offenses

- Sending, displaying, or accessing offensive messages, sexually explicit pictures, or web sites
- Using obscene language.
- Downloading, installing, or attempting to install software or files (i.e. installing games, streaming music or video).
- Accessing or attempting to gain access to another user's password or account
- Giving a password or account to another user.
- Violating copyright laws, or engaging in plagiarism

Consequences – A student, parent, teacher, and administrator conference will be required to assess and correct the problem. The student will be assigned to detention, in-school suspension or other discipline measures at the administrator's discretion. Further, the student/parent will be held financially responsible for any necessary repairs.

Level III Offenses

- Harassing, threatening, or attacking others through the use of the network (Example: cyber bullying)
- Damaging computers, computer systems or other computer networks. This includes attempting to access systems to which the student has no authorization (e.g. hacking, spying, and attempting to access proxies).
- Sending, displaying, or accessing offensive messages, sexually explicit pictures, or web sites (e.g. pornography or 'hate' sites).
- Employing the network for commercial use (i.e. selling video/music CDs, auction sites).

Consequences – A student, parent, teacher, and administrator conference will be required. Additionally, the student will be disciplined by revoking computer access privileges for the remainder of the school year, and the student/parent will be held financially responsible for any necessary repairs. Loss of computer access privileges includes removal from all computer lab courses.

Repeated violation of Level I and/or Level II Offenses can result in a Level III Offense consequence. Administrative action can include disciplinary or legal action including, but not limited to, criminal prosecution and/or penalty under appropriate state and federal laws.

Acceptable Use Policy for Using Electronic Devices (Laptops and Tablets) in Goose Creek CISD

GCCISD teachers and administrators believe that providing network access for personal electronic devices will enhance the educational experience for GCCISD teachers and students by expanding access to the resources provided by the Internet and electronic resources. For this reason, GCCISD will allow personal devices with these considerations:

1. Acceptable Devices Students may access the GCCISD network with a mobile personal device such as a laptop or tablet. Smartphones will not be considered an acceptable device to be used on the GCCISD Visitor network. Policies and procedures for cell phones must still be followed.
2. Students must log in to the network on their personal device with the GCCISD student assigned ID to assure filtered access to the Internet.
3. Personal Responsibility Personal electronic devices are brought to school at your own risk. The district assumes no responsibility for the loss of, theft of or damage to any personal device that a student connects to the wireless network or any information on that device.
4. Security Personal devices shall not impair the security of the GCCISD network. This expectation includes but is not limited to:
 - a. Students are expected to maintain up-to-date antivirus and antispyware protection on all devices that are connected to the GCCISD wireless network. Devices without up-to-date security programs may be denied access to the network.
 - b. Students are expected to safeguard all network passwords. Students shall not share network passwords with others and should change passwords frequently. Students will notify an administrator immediately if they believe their student account has been compromised.
 - c. Students shall log onto the network using their personal account only. Allowing others to use their account or using the accounts of others, with or without the account owner's authorization, is strictly prohibited.
 - d. Students shall use only the GC Visitor network while on campus and accessing the internet with their devices utilizing their own cellular data plan or broadband service is strictly prohibited.
5. No Technology Management Systems (TMS) Support Students are responsible for setting up and maintaining the devices that they connect to the network. The district will not provide TMS support for personal devices.

6. Authorized Use Students may use the network when they are not in class. Students may not use the network in class unless authorized by the teacher of that class.

7. Inappropriate Use GCCISD network is a shared and limited resource and all users have an obligation to use that resource responsibly. Students are provided access to the GCCISD Visitor network primarily for educational purposes. Limited personal use of the network is acceptable, but students should not use the network for personal activities that consume significant network bandwidth or for activities that violate school policy or local law.

These include but are not limited to:

- a. Online gaming (e.g., Halo).
- b. Peer-to-peer networking. A peer-to-peer network is created when two or more PCs are connected and share resources without going through a server. They can expose computers to worms and viruses.
- c. Downloading software, music, movies or other content in violation of licensing requirements, copyright or other intellectual property rights; or if the software, music, or movies are not being used for educational purposes.
- d. Downloading, viewing or sharing inappropriate content, including pornographic, defamatory or otherwise offensive material.
- e. Conducting any activity that is in violation of school policy or local, state or federal law, including using the system to bully others.
- f. Conducting for-profit business.
- g. Using hacking tools on the network or intentionally introducing malicious code into the district's network.
- h. Using any software or proxy service to obscure either the teacher or student's IP address or the sites that the student visits.
- i. Disabling, bypassing, or attempting to disable or bypass any system monitoring, filtering or other security measures.
- j. Accessing or attempting to access material or systems on the network that the student is not authorized to access.

8. No Expectation of Privacy The district can and does monitor internet access and activity on the district's network, including but not limited to sites visited, content viewed and e-mail sent and received. The district may examine a student's personal device and search its contents if there is a reason to believe that school policies, regulations, or guidelines regarding access to the network or use of the device have been violated.

9. Disruptive Activity Students should not intentionally interfere with the performance of the wireless network and/or the district's overall network.

10. Unauthorized Networks Students may not create unauthorized wireless networks to access GCCISD's wireless network. This includes establishing wireless access points, wireless routers and open networks on personal devices.

11. Consequences of Inappropriate Use Students who misuse GCCISD's network will be subject to discipline which may include loss of access to the network or all Internet access and/or other appropriate disciplinary or legal action in accordance with the Student Code of Conduct and applicable laws.

12. Student Expectations for Personal Devices

- a. Connecting a personal device to the GCCISD Visitor network provides filtered Internet and access to the student portal which allows access to web-based resources. Access to the Internet will be filtered according to district policy.
- b. Internet access will continue to be filtered on personal devices by GCCISD in the same manner as school owned devices.
- c. The preferred personal device is a netbook or laptop as they provide the best viewing of instructional content.

- d. Students can connect to the GCCISD using laptops, netbooks, or tablets. Students are not allowed to bring a personal desktop computer to school.
- e. Each student is responsible for his/her own device: set-up, maintenance, charging and security. Teachers will not store student devices at any time, nor will any GCCISD staff member repair or work on a personal device.
- f. The teacher establishes the device use policy for their classroom and the teacher will monitor the students' access if used in the classroom.
- g. Students are expected to abide by guidelines set forth in the GCCISD Student Handbook and the Personal Device Agreement. If a student uses a personal device in an inappropriate manner, consequences may be imposed based on the Acceptable Use Policy and the Student Code of Conduct.
- h. Students should not connect a district provided computer to the GCCISD visitor wireless network. The GCCISD visitor wireless network is only for personal devices, and will not provide print services or district instructional software that is not web-based.
- i. Students will not be allowed to charge personal devices at school.

13. Teacher Expectations

- a. Request that the students close the screen while the teacher is talking or anytime the teacher deems necessary.
- b. If the teacher allows device use in the classroom – the teacher must monitor the student access.
- c. Devices can be searched by administrators. Report any inappropriate use (office referral).
- d. Teachers are expected to circulate around the room and monitor often! The teacher is responsible for monitoring students if the teacher allows them to use devices in the classroom.
- e. Teachers are expected to do research before planning an online activity. All handheld devices are not created equal.
- f. Personal devices used will fall under the same policies as school owned devices.
- g. Teachers shall not store devices. Devices are the owner's responsibility at all times.

Juvenile Justice Alternative Education Program (JJAEP)

County Juvenile Boards in counties with populations of over 125,000, such as Harris County, must have developed JJAEPs by September 1, 1996. The Board of Trustees of Goose Creek CISD has entered into an agreement with the Harris County Juvenile Board outlining the Juvenile Board's responsibilities concerning the establishment and operation of the Juvenile Justice Alternative Education Program (JJAEP). This Memorandum of Understanding specifies the conditions under which students will be recommended to the JJAEP, conditions of payments from the District to the Juvenile Board, the transitioning of students between the District and the JJAEP, the transfer of academic credit, and other specifics.

The Harris County JJAEP also may provide educational services to adjudicated youths who have committed off-campus felonies that are non-school related. In most cases, the student's placement at JJAEP will be for a minimum of a semester, completion of a school-ordered placement or expulsion period, or completion of a court-imposed probationary period. Details of the relationship are defined in agreements available to the public upon request to the Office of the Director of Student Services.

Protection of Pupil Rights Amendment (PPRA)

The Protection of Pupil Rights Amendment (PPRA) (20 U.S.C. § 1232h; 34 CFR Part 98) affords parents certain rights regarding the District's conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one of more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) -
- Political affiliations or beliefs of the student or student's parent;
- Mental or psychological problems of the student student's family;
- Sex, behavior or attitudes;
- Illegal, anti-social, self-incriminating, or demeaning behavior;
- Critical appraisals of others with whom respondents have close family relationships;
- Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- Religious practices, affiliations, or beliefs of the student or parents; or
- Income, other than that required by law to determine program eligibility.
- *Receive notice and an opportunity to opt a student out of:*
- Any other protected information survey, regardless of funding;
- Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from student for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use:
- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law. Parents or students who believe their rights under PPRA may have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5920

Questioning of Students

In order to maintain a safe and orderly environment, school personnel have the authority and responsibility to question students regarding their conduct and the conduct of others. When a non-District employed peace officer wishes to question a student at school, the following guidelines will apply:

1. The officer shall provide his/her name and title for District records;
2. The officer shall state the necessity for questioning the student during school hours;
3. Effort shall be made for questioning to be out of the view of other students and in the presence of an administrator or designee, and
4. The administrator or designee shall make reasonable efforts to contact the student's parent(s) and the appropriate District administrator or designee, unless otherwise instructed by the law enforcement officer who provides proper documentation (i.e., Children's Protective Services referral, warrant, etc.). [See "Cooperation with Law Enforcement Agencies"]

Reports to Local Law Enforcement

The school administrator or designee has an obligation under the law to notify legal authorities if the administrator or designee has reasonable grounds to believe that any student has engaged in any of the following offenses in school, on school property, or at a school-sponsored or school-related activity on or off school property:

- Arson;
- Aggravated assault;
- Aggravated kidnapping;
- Aggravated robbery;
- Aggravated sexual assault;
- Burglary;
- Capital murder;
- Deadly conduct, as described by §22.05, Penal Code, which includes, but is not limited to, recklessly engaging in conduct that places another in imminent danger of serious bodily injury or knowingly discharging a firearm in the direction of an individual, home, or occupied vehicle;
- Injury to a child or an elderly individual;
- Manufacture or delivery of a controlled substance; manufacture, delivery, or possession of a miscellaneous illegal substance; or delivery of marijuana within 1,000 feet of a school or playground;
- Murder;
- Organized criminal activity, which includes, but is not limited to, commission of murder, capital murder, arson, aggravated sexual assault, sexual assault, forgery, deadly conduct, burglary of a motor vehicle or unauthorized use of a motor vehicle, a gambling offense or other criminal activity if it is done with the intent to establish or maintain or participate in a collaboration of three or more persons or participate in the profits of such a combination in carrying on criminal activity as further defined under §71.02 of the Penal Code;
- Possession of a club, explosive weapon, firearm, firearm silencer, handgun, illegal knife, knuckles, machine gun, short-barrel firearm, switchblade knife, armor-piercing ammunition, hoax bomb, chemical dispensing device, or zip gun as listed in §46.01 (1)-(14) or §46.01 (16) of the Penal Code;
- Robbery;
- Sexual assault;
- Terroristic threat, as described by §22.07, Penal Code; and
- Use, sale, or possession of a controlled substance, drug paraphernalia, or marijuana, as defined by Chapter 481, Health and Safety Code.

The principal or designee who notifies local law enforcement authorities of these offenses shall inform each instructional or support staff member who has regular contact with the student whose conduct is the subject of notice to law enforcement.

Searches Conducted by School Authorities

- Students shall be free from unreasonable search and seizure by school officials. School officials may search a student's outer clothing, pockets, or property by establishing reasonable suspicion or securing the student's voluntary consent. The official may ask the student to remove objects being stored or hidden in clothing.
- Areas such as lockers, which are owned and jointly controlled by the District, may be searched if reasonable suspicion exists to believe that contraband is inside the locker.
- Searches of the student's person shall be conducted only if reasonable suspicion exists to believe that the student possesses contraband (i.e., weapons, drugs, etc.). Strip searches and body cavity searches are prohibited.
- If law enforcement authorities are involved in a search, the search shall be conducted under criminal law standards rather than under the provisions of this policy.

- School personnel are not to use physical restraint to conduct searches. If a student refuses to cooperate, where there is reasonable suspicion, the student's parents are to be notified, and the student becomes subject to disciplinary sanctions and possible further legal action if necessary.
- If a student leaves the scene of a search without permission, this action may be considered an admission of guilt. The student will become subject to disciplinary action and/or possible further legal action if necessary and may be held responsible for reimbursement or restitution.

Self-Defense

Consideration shall be given to self-defense as a factor in a decision to order suspension, removal to a disciplinary education program, or expulsion.

Sexual Harassment

It is the policy of the District to maintain a learning environment that is free of sexual harassment. Sexual harassment is defined as unwanted sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct of an unwanted nature.

Students concerned about possible harassment issues are encouraged to speak with their counselors or other school officials with whom they feel comfortable. A student or parent who has a specific complaint alleging sexual harassment or offensive and hostile conduct of a sexual nature may request a conference with the principal or designee. The principal or designee shall schedule and hold a conference with the student and/or parent within a reasonable time and shall be responsible for coordinating an appropriate investigation of the complaint, if necessary.

If the outcome of the investigation is not to the student's satisfaction, an appeal may be made to the Superintendent or designee and then to the Board of Trustees. This procedure shall not require the student alleging sexual harassment or offensive conduct of a sexual nature to present the matter to a person who is the subject of the complaint.

Smoking/Tobacco Violations

Smoking, using, or possessing tobacco, including e-cigarettes and vaporizers, in any form by students is prohibited anywhere on the property of Goose Creek CISD, in school vehicles, or on school-related activities/trips. Tobacco products, lighters, and/or matches will be considered items covered under this policy. These items will be confiscated. A citation may be issued for any smoking/tobacco violation and consequences will be administered in accordance with Level III of *the SCC*.

Use of Metal Detectors

The Goose Creek Consolidated Independent School District has a compelling interest to support a safe and secure learning environment for all faculty, staff, and students. All students who attend an in-district DAEP may be required to pass through a metal detector prior to admittance to class.

If the District finds that incidents involving weapon usage or the presence of weapons and/or the transportation of contraband have occurred on school property and at school-related activities, the District is authorized to use metal detectors to screen for weapons and other contraband.

The student's parent(s) or guardian shall be notified if any prohibited items are found on the student's person or in his/her possession as a result of a search conducted in accordance with this policy. If students are found to be in possession of prohibited items, the District will administer discipline based upon *the SCC*, local policy, and state/federal law.

Use of Physical Restraint

Any District employee may, within the scope of the employee's duties, use physical restraint with a student if the employee reasonably believes it is necessary in order to:

- Protect a person from physical injury;
- Obtain possession of a weapon or other dangerous objects;
- Protect property from serious damage;
- Remove from a specific location a student refusing a lawful request of a school employee, including removal from a classroom or other school property, in order to restore order or to impose disciplinary measures; or
- Restrain an irrational student.

Use of Security Cameras

The District utilizes security cameras and video recording devices at the school campuses and other District facilities. These are located in cafeterias, hallways, classrooms, designated areas, entryways, buses, and parking areas. Information provided by reviewing the videotapes will be utilized, as needed, to help maintain a safe and orderly environment. The District may view recordings to aid in the investigation of student misconduct and violations of *the SCC*.

Use of Trained Dogs

In order to respond not only to the drug and alcohol abuse problems in the schools but also to maintain a safe school environment conducive to education, the District will use specially trained dogs to sniff out concealed contraband, drugs, or alcohol on school property.

The dog handler selected shall use non-aggressive dogs trained to alert to illicit substances such as drugs, alcohol, and gun powder. Visits to schools will be unannounced. The dogs will be used to sniff the air in vacant classrooms, other common areas, and around student lockers and vehicles parked on school property.

If the dog alerts to a particular locker, a vehicle, or an item in classrooms or other common areas, it may be searched. If the dog alerts to a vehicle, the student shall be asked, if necessary, to unlock the doors and trunk for an internal inspection where applicable. If the student refuses, the parents shall be notified. If the parent does not give permission for the search, an officer may obtain and execute a search warrant, if appropriate.

Students shall be notified at the beginning of each school year that:

- Even though possessed by the students during the school year, the lockers remain under the jurisdiction of the District and are subject to a sniff search at any time. Students are responsible for anything found in their lockers.
- All vehicles parked in school parking lots shall be subject to a sniff search at any time. Students are responsible for anything found in their vehicles. There is a distinction between trace findings in a vehicle and a usable amount of drugs. A trace amount would be defined as an amount that would render it useless. Other amounts are to be dealt with using the consequences outlined in *the SCC*.
- Classroom and other common areas are subject to a sniff search at any time when students are not present.
- If any prohibited substances are found, the student may be subject to appropriate disciplinary action, including removal, suspension, expulsion, and/or notification of law enforcement agencies.

APPLICABLE BOARD POLICIES

This section provides a listing of those sections of Board Policy concerned with discipline. Those who wish additional information in this regard should refer to the applicable policy or policies. ***A copy of the District's policy manual is available in the school office or online at www.gccisd.net.***

Section F:

FN(LOCAL)
FNA(LEGAL)
FNAA (LEGAL) (LOCAL)
FNC (LEGAL) (LOCAL)
FNCA(LEGAL)(LOCAL)
FNCB(LEGAL)
FNCC(LEGAL)
FNCD(LEGAL)
FNCE(LEGAL)
FNCF(LEGAL)(EXHIBIT)
FNCG(LEGAL)
FNCH(LEGAL)
FNCI(LEGAL)
FNCJ((EXHIBIT)(LEGAL)(LOCAL)
FNF(LEGAL)(LOCAL)
FNF(LEGAL)(LOCAL)
FNG(LEGAL)(LOCAL)
FO(LEGAL)(LOCAL)
FOA(LEGAL)
FOB(LEGAL)
FOC(LEGAL)(EXHIBIT)
FOCA(LEGAL)
FOD(LEGAL)(LOCAL)
FODA(LEGAL)
FOE(LEGAL)
FOF(LEGAL)
FP(LEGAL)(LOCAL)

Students

Student Rights and Responsibilities
Student Expression
Distribution of Non-school Literature
Student Rights and Responsibilities: Student Conduct
Dress Code
Care of School Property
Hazing
Tobacco Use and Possession
Paging Devices
Alcohol and Drug Use
Weapons
Assaults
Disruptions
Sexual Harassment/Sexual Abuse
Interrogations and Searches
Searches by Trained Dogs
Student and Parent Complaints/Grievances
Student Discipline
Removal by Teacher
Out-of-School Suspension
Placement in a Discipline Alternative Education Setting
Discipline Alternative Education Program Operations
Expulsion
Juvenile Justice Alternative Education Program
Emergency Placement
Students with Disabilities
Student Fees, Fines, and Charges

ABBREVIATIONS

<i>the</i> SCC:	Student Code of Conduct
DAEP:	Disciplinary Alternative Education Program
EDAEP:	Elementary Disciplinary Alternative Education Program
ISS:	In-School Suspension
JJAEP:	Juvenile Justice Alternative Education Program
POINT:	P ositive Behavior, O pportunities for success, I ndividual improvements, N ew beginnings, T ime for academic excellence
TEC:	Texas Education Code

GLOSSARY

ABUSABLE VOLATILE CHEMICALS: Those substances as defined in Texas Health and Safety Code § 485.001.

ALCOHOLIC BEVERAGE: Those substances as defined in Texas Alcoholic Beverage Code § 1.04.

ARMOR-PIERCING AMMUNITION: Handgun ammunition that is designed primarily for the purpose of penetrating metal or body armor and to be used primarily in pistols and revolvers or other firearms.

ASSAULT: For student discipline purposes, intentionally, knowingly, or recklessly causing bodily injury to another.

BODILY INJURY: Physical pain, illness, or impairment of a physical condition.

BULLYING: A single significant act or a pattern of acts by one or more student direct at another student that is written or verbal expression, including electronic communication ,cyberbullying (done through the use of any electronic communication device)or physical conduct that occurs on school property, at a school-sponsored or school-related activity, or in a vehicle operated by the District that exploits an imbalance of power and interferes with a student's education or substantially disrupts the operation of a school, and either (1) has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or of damage to the student's property; or (2) is sufficiently severe, persistent, and pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student. If the behavior materially and substantially disrupts the educational process or the orderly operation of a classroom or schools, or infringes on the rights of the victim at school. See District policy FFI for additional information regarding bullying.

CAMPUS BEHAVIOR COORDINATOR: Each campus will have a campus behavior coordinator designated by the campus principal. The Principal or Assistant Principal may serve as the designated campus behavior coordinator

CHEMICAL DISPENSING DEVICE: A device other than a small chemical dispenser sold commercially for personal protection that is designed, made, or adapted for the purpose of dispensing a substance capable of causing an adverse psychological or physiological effect on an individual.

CLUB: An instrument specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, including a blackjack, nightstick, mace, and tomahawk.

CONTROLLED SUBSTANCE: Substances as defined in Chapter 481 of the Texas Health & Safety Code or 21 U.S.C. § 801 et seq.

CRIMINAL STREET GANG: Three or more persons having a common identifying sign or symbol or an identifiable leadership which continuously or regularly associate in the commission of criminal activities.

CYBERBULLYING: Using any electronic communications device to engage in bullying or intimidation.

DANGEROUS DRUG: Substances as defined in Chapter 483 of the Texas Health and Safety Code.

DEADLY CONDUCT: Recklessly engaging in conduct that places another in imminent danger of serious bodily injury or by knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

DEADLY WEAPON: A firearm or anything manifestly designed, made, or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or serious bodily injury.

E-CIGARETTE: An electronic cigarette or any other device that simulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine or other substances to the individual inhaling from the device including any component, part, or accessory for the device and regardless of whether the device is manufactured, distributed, or sold as an e-cigarette. The term does not include a prescription medical device unrelated to the cessation of smoking.

EXPLOSIVE WEAPON: Any explosive or incendiary bomb, grenade, rocket, or mine that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror. It includes a device designed, made or adapted for delivery or shooting an explosive weapon.

FALSE ALARM OR REPORT: Knowingly initiating, communicating, or circulating a report of a present, past, or future bombing, fire, offense, or other emergency that is known to be false or baseless and that would ordinarily: (1) cause action by an official or volunteer agency organized to deal with emergencies; (2) place a person in fear of imminent serious bodily injury; or (3) prevent or interrupt the occupation of a building, room, place of assembly, publicly accessible place, or mode of conveyance such as an automobile.

FIGHTING: Two or more persons engaged in any mutual violent or physically aggressive contact toward each other such as scuffling, pushing, shoving, or hitting.

FIREARM (Federal law): (1) any weapon, including a starter gun, that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm weapon; or (4) any destructive device, such as any explosive, incendiary or poison gas bomb, grenade, missile, rocket, or mine.

FIREARM (State law): Any device designed, made, or adapted to expel a projectile through a barrel by using the energy generated by an explosion or burning substance or any device readily convertible to that use.

FIREARM SILENCER: Any device designed, made, or adapted to muffle the report of a firearm.

GANG: An organization, combination, or association of persons composed wholly or in part of students that: (1) seeks to perpetuate itself by taking in additional members on the basis of the decision of the membership rather than on the free choice of the individual, or (2) that engages in illegal and/or violent activities. In identifying gangs and associated gang attire, signs, or symbols, the District will consult with law enforcement authorities.

HANDGUN: Any firearm designed, made, or adapted to be fired with one hand.

GRAFFITI: Making marks of any kind on the tangible property of another without the effective consent of the owner.

HARASSMENT: Threatening to cause harm or bodily injury to another, engaging in intimidating conduct, causing physical damage to the property of another, subjecting another to physical confinement or restraint, maliciously taking any action that substantially harms another's physical or emotional health or safety, or other conduct prohibited by District policy FFH or DIA that is so severe, persistent, or pervasive that it has the purpose or effect of substantially or unreasonably interfering with a student's performance; creates an intimidating, threatening, hostile, or offensive educational environment; affects a student's ability to participate in or benefit from an educational program or activity; or otherwise adversely affects the student's educational opportunities.

HAZING: Any act, occurring on or off the campus, by one person alone or acting with others, directed against a student, that endangers the mental or physical health or safety of a student for the purposes of pledging, initiation into, affiliation with, holding office in, or maintaining membership in an organization. Hazing includes soliciting, encouraging, directing, aiding, or attempting to aid another student in engaging in hazing, as well as having firsthand knowledge of the planning or occurrence of a specific student hazing incident without reporting the incident to a school administrator in writing. Consent to or acquiescence in the hazing activity does not excuse the student of responsibility for the misconduct.

HIT LIST: List of people targeted to be harmed using a firearm, knife, or any other object to be used with intent to cause bodily harm.

ILLEGAL KNIFE: A knife with a blade over 5 ½ inches; hand instrument designed to cut or stab another by being thrown; dagger, including but not limited to a dirk, stiletto, and poniard; bowie knife; sword; or spear.

INDECENT EXPOSURE: Those acts defined in Texas Penal Code § 21.08.

INTENT: The design, resolve, determination, or state of mind with which a person acts, ordinarily proven through inferences drawn from the act and/or circumstances surrounding the act. Intent includes the conscious objective or desire to engage in the conduct or cause the result, an awareness that the conduct is reasonably certain to cause the result, or disregard of a substantial and justifiable risk when there is an awareness that the circumstances exist or the result will occur. The fact that a student may not have been motivated by a desire to violate the SCC does not preclude imposing a disciplinary consequence so long as the student intended to engage in the underlying conduct that violated the SCC.

KNIFE: A bladed hand instrument that is capable of inflicting serious bodily injury or death by cutting or stabbing, including a switchblade.

KNUCKLES: Any instrument consisting of finger rings or guards made of a hard substance that is designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

MACHINE GUN: Any firearm capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

ON OR ABOUT HIS OR HER PERSON: Within the student's control and within arm's reach

PARAPHERNALIA: Any article or device used or intended for use to inject, ingest, inhale, or otherwise introduce marijuana, a controlled substance, a dangerous drug, or an alcoholic beverage into the human body, including but not limited to roach clips, rolling papers, needles, baggies with residue, razor blades, or pipes.

PERSISTENT: Three or more violations of the SCC or repeated occurrences of the same violation.

POSSESSION: To have in or on: (1) a student's person or in the student's personal property, such as the student's clothing, purse, or backpack; (2) in any conveyance used by the student for transportation to or from school or school-related activities, such as an automobile, truck, motorcycle, or bicycle; or (3) any other school property used by the student, such as a locker or desk.

PROHIBITED WEAPONS: A prohibited weapon includes the following items: armor-piercing ammunition, chemical dispensing device, explosive weapon, firearm silencer, knuckles, machine gun, short-barrel firearm, zip gun, or tire deflation device as further defined in Texas Penal Code § 46.05.

PUBLIC LEWDNESS: Those acts defined in Texas Penal Code § 21.07.

REASONABLE BELIEF: A determination that misconduct occurred made by the administrator using all available factual and legal information, including information furnished under Article 15.27 of the Code of Criminal Procedure

RETALIATION: Harming or threatening to harm another: (1) on account of their service as a District employee or volunteer, (2) to prevent or delay another's service to the District, or (3) because the person intends to report a crime, including posting the residence address or telephone number of the employee on a publicly accessible website with intent to threaten harm or cause harm to the employee or the employee's family or household

SELF-DEFENSE: To claim self-defense, the student must (1) be without fault in provoking the encounter and not act as the aggressor, and (2) use the minimum force required to remove himself or herself from immediate danger of harm. Actions that escalate or continue the encounter will not be considered self-defense. Interactions prior to the encounter will also be considered.

SERIOUS MISBEHAVIOR: To engage in (1) deliberate violent behavior that poses a direct threat to the health or safety of others, (2) extortion to gain money or other property by force or threat, (3) coercion, meaning to threaten to either commit an offense; inflict bodily harm; accuse a person of any offense; expose a person to hatred, contempt, or ridicule; or to harm the credit of any person, (4) public lewdness as defined in Texas Penal Code § 21.07, (5) indecent exposure as defined in Texas Penal Code § 21.08, (6) criminal mischief as defined in Texas Penal Code § 28.03, (7) personal hazing as defined in Texas Education Code § 37.152, or (8) harassment of a student or District employee as defined in Texas Penal Code § 42.07(a)(1).

SEX OFFENDER: A student required to register as a sex offender under Chapter 62 of the Code of Criminal Procedure for an offense committed on or after September 1, 2007. The term does not include a student who: (1) is no longer required to register as a sex offender under Chapter 62, (2) is exempt from registering as a sex offender under Chapter 62, or (3) receives an early termination of the obligation to register as a sex offender under Chapter 62.

SEXUAL HARASSMENT: Unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature, or conduct prohibited by District policy FFH or FNC that is so severe, persistent, or pervasive that it has the purpose or effect of substantially or unreasonably interfering with a student's performance; creates an intimidating, threatening, hostile, or offensive educational environment; affects a student's ability to participate in or benefit from an educational program or activity; or otherwise adversely affects the student's educational opportunities.

SHORT-BARREL FIREARM: A rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun if, as altered, has an overall length of less than 26 inches.

SWITCHBLADE KNIFE: Any knife with a blade that folds, closes, or retracts into the handle or sheath and that opens automatically by pressing a button or other device located on the handle or opens or releases a blade from the handle or sheath by the force of gravity or centrifugal force. It does not include a knife that has a spring, detent, or other mechanism designed to create a bias toward closure and that requires exertion applied to the blade by hand, wrist, or arm to overcome the bias toward closure and open the knife (also known as one-handed openers or assisted openers).

TELECOMMUNICATIONS DEVICE: Any type of device that: (1) emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor, or (2) permits the recording, transmission, and/or receipt of messages, voices, images, or information in any format or media, electronic or otherwise. It does not include an amateur radio under control of someone with an amateur radio license.

TERRORISTIC THREAT: Threats to commit any offense involving violence to any person or property with intent to: (1) cause a reaction by an official or volunteer agency organized to deal with emergencies; (2) place any person in fear of imminent serious bodily injury; (3) prevent or interrupt the occupation or use of a building, room, place of assembly, place to which the public has access, place of employment or occupation, aircraft, automobile, or other form of conveyance, or other public place; (4) cause impairment or interruption of public communications, public transportation, public water, gas, or power supply or other public service; (5) place the public or a substantial group of the public in fear of serious bodily injury; or (6) influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the District).

TITLE 5 FELONY OFFENSES: Criminal offenses against the person that, depending on the circumstances, may include murder; capital murder; manslaughter; criminally negligent homicide; unlawful restraint; kidnapping; aggravated kidnapping; trafficking of persons; unlawful transport; assault; aggravated assault; sexual assault; aggravated sexual assault; improper relationship between educator and student; indecency with a child; injury to a child, an elderly person, or a disabled person; abandoning or endangering a child; improper photography or visual recording; deadly conduct; terroristic threat; aiding a person to commit suicide; harassment by a person in a correctional facility; continuous sexual abuse of a young child or children; and tampering with a consumer product

UNDER THE INFLUENCE: When in the employee's professional judgment, the student does not have the normal use of mental or physical faculties likely attributable to the student's use of a prohibited substance. Such impairment may be evidenced by the symptoms typically associated with drug or alcohol use or other abnormal or erratic behavior or by the student's admission. The student need not be legally intoxicated.

USE: With respect to substances, voluntarily injecting, ingesting, inhaling, or otherwise introducing a prohibited substance into the body. With respect to objects or devices, putting into action or service or carrying out an action or purpose with the object or device.

ZIP GUN: A device or combination of devices that was not originally a firearm and is adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

ACKNOWLEDGEMENT FORM

Please read both sides, sign where appropriate, and return to appropriate school personnel within five days.

My child and I have reviewed a copy of the Goose Creek Consolidated Independent School District Student / Parent Handbook and the Student Code of Conduct for 2017-2018, located on the Goose Creek CISD web page at www.gccisd.net.

I understand that the Handbook and Code of Conduct contain information that my child and I may need during the school year and that all students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the SCC.

PRINT NAME OF STUDENT: Last _____ First _____ Middle _____

CAMPUS: _____ **GRADE LEVEL:** _____

SIGNATURE OF STUDENT: _____ **DATE:** _____

PRINT NAME OF PARENT: _____

SIGNATURE OF PARENT: _____ **DATE:** _____

HANDBOOK REQUEST

If you are unable to access the internet and obtain the information in the Student /Parent Handbook and Code of Conduct at the Goose Creek CISD web page, please check below and sign, and a hard copy will be sent home with your student.

____ I would like a hard copy of the Student/Parent Handbook and Student Code of Conduct sent home with my child.

Parent Signature: _____