

## **SECTION 4: STUDENT CODE OF CONDUCT**

### **Purpose of the Student Code of Conduct**

To function properly, education must provide an equal learning opportunity for all students by recognizing, valuing, and addressing the individual needs of every student. In addition to the regular curriculum, principles and practices of good citizenship must also be taught and modeled by school staff. To foster a productive and distraction-free environment, Compass Rose has established this Student Code of Conduct in accordance with state law and the Compass Rose open-enrollment charter. The Code of Conduct has been adopted by the Board of Directors, and provides information to parents/guardians and students regarding expectations for behavior, consequences of misconduct, and procedures for administering discipline.

In accordance with state law, the Code of Conduct will be posted at each Compass Rose campus and/or will be available for review at the campus office. Parents will be notified of any violation that may result in a student being suspended or expelled from Compass Rose. Students must be familiar with the standards set forth in the Student Code of Conduct, as well as campus and classroom rules.

The Code of Conduct does not define all types and aspects of student behavior, as Compass Rose may impose campus or classroom rules in addition to those found in the Code of Conduct. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code of Conduct. When students participate in student activities, they will also be expected to follow the guidelines and constitutions that further specify the organization's expectations, student behavior and consequences.

The Code of Conduct is also supplemented at each individual Compass Rose school by their behavior management systems. School-specific rules and systems may be found in school-specific addendums.

### **Authority and Jurisdiction**

Compass Rose has disciplinary authority over a student:

1. During the regular school day and while the student is going to and from school on Compass Rose transportation;
2. During lunch periods in which a student is allowed to leave campus;
3. While the student is in attendance at any school-related activity, regardless of time or location;
4. For any school-related misconduct, regardless of time or location;
5. For any expulsion offense committed while on Compass Rose property or while attending a school-sponsored or school-related activity of Compass Rose or another school in Texas;
6. While the student is in transit to or from school or to or from school-related activities or events;
7. When retaliation against a school employee or volunteer occurs or is threatened, regardless of time or location;
8. When the student commits a felony, as provided by Texas Education Code §§ 37.006 or 37.0081; and
9. When criminal mischief is committed on or off Compass Rose property or at a school-related event.

## **Reporting Crimes**

In addition to disciplinary consequences, misdemeanor and felony offenses committed on campus or while attending school-sponsored or school-related activities will be reported to an appropriate law enforcement agency.

## **Standards for Student Conduct**

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet Compass Rose's dress code expectations.
- Follow all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other Compass Rose staff and volunteers.
- Respect the property of others, including Compass Rose property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Adhere to the requirements of the Student Code of Conduct.

## **Discipline Management Techniques**

Disciplinary techniques are designed to improve conduct and to encourage students to adhere to their responsibilities as members of the school community. Disciplinary action will draw on the professional judgment of teachers and administrators and on a range of discipline management techniques. Discipline will be correlated to the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.

Compass Rose Public Schools will utilize individual school-wide behavior management systems during the 2021-2022 school year for:

- Logging positive/negative student behavior
- Parent communication regarding student behavior

Individual schools may print weekly reports and distribute them to students at the end of each week or distribute them electronically.

Scholar behavior and attendance will be documented by the school. Each school's behavior management system will reinforce positive behavior and utilize a combination of consequences and restorative practices to address negative behaviors.

## **Techniques**

The following discipline management techniques may be used—alone or in combination—for behavior prohibited by the Student Code of Conduct or by campus or classroom rules:

- Restorative conversations (see Glossary)
- Restorative circles (see Glossary)
- Assignment of school duties such as cleaning or picking up litter.
- Behavioral contracts (see Glossary)
- Cooling-off time or "time-out."
- Counseling by teachers, counselors, or administrative personnel.
- Rewards for positive behavior.
- Demerits.
- Extension or Reflection periods during lunch or After School.

- Expulsion from Compass Rose, as specified in the expulsion section of the Code.
- Grade reductions for cheating, plagiarism, and as otherwise permitted by policy.
- In-school suspension, as specified in the suspension section of the Code.
- Out-of-school suspension, as specified in the suspension section of the Code.
- Parent-teacher conferences.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by Compass Rose.
- School-assessed and school-administered probation (final warning contracts).
- Seating changes within the classroom.
- Sending the student to the office or other assigned area.
- Techniques or penalties identified in individual student organizations' extracurricular standards of behavior.
- Temporary confiscation of items that disrupt the educational process.
- Verbal correction, oral or written.
- Withdrawal of privileges, such as participation in extracurricular activities, field trips, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Withdrawal or restriction of bus privileges.
- Other strategies and consequences as determined by school employees.

**Corporal Punishment**

Compass Rose will NOT administer corporal punishment upon a student for misconduct.

**Student Code of Conduct Offenses**

The categories of conduct below are violations of the Code of Conduct at school and all school-related activities. As a reminder, all student individualized needs are met with positive behavior interventions prior to assigning consequences. (See Restorative Practices in Glossary) For campus -specific rules and expectations, please contact your front office, staff member or school leader. . .

**Example Level 1 Offenses:** *As a reminder, positive interventions and restorative practices are enacted prior to assigning consequences.*

Level 1 offenses listed here but not limited to:		
1	Uniform Infractions	<p><i>May include, but not limited to:</i></p> <ul style="list-style-type: none"> <li>• Not meeting basic uniform expectation of the campus</li> <li>• Mildly ripped clothing</li> <li>• Wearing an outer layer that is not campus-approved</li> </ul>
2	Behavior that may cause minor disruptions	<p><i>May include, but not limited to:</i></p> <ul style="list-style-type: none"> <li>• Not focusing on instructions appropriately,</li> <li>• Side conversations</li> <li>• Not completing work or participating in class activity</li> </ul>
3	Negative Attitude	<ul style="list-style-type: none"> <li>• Creating a negative tone or experience for others through words or minor actions</li> <li>• Laughing in a way that conveys disrespect or trivializes lack of seriousness</li> <li>• Snapping or using other hand signals to be distracting and/or disrespectful rather than a sign of non-verbal agreement</li> </ul>

4	Unprofessional / Disorganization	<ul style="list-style-type: none"> <li>● Wasting materials</li> <li>● Unacceptable desk, common space maintenance; leaving trash or mess, especially when given the opportunity to address it</li> <li>● Failure to use personal organizer when given time to do so</li> <li>● Running in the hallway</li> </ul>
6	Inappropriate volume	<ul style="list-style-type: none"> <li>● Volume unacceptable for the situation (e.g., calling out during silent time, yelling in hallways or cafeteria)</li> </ul>
7	Not following class or school procedure	<ul style="list-style-type: none"> <li>● Entering classroom without an adult</li> <li>● Out of seat without permission</li> <li>● Talking in the hallway when expectation is silent</li> <li>● Playing in restroom or hallway</li> </ul>
8	Unprepared	<ul style="list-style-type: none"> <li>● No functional writing utensil</li> <li>● Missing item required for class (e.g., calculator), missing binder or text, even after being reminded</li> <li>● Incomplete homework</li> </ul>

Disciplinary Consequences (may not necessarily be followed in order and progressive disciplinary measures are not required)

1. Restorative conversation or intervention.
2. After school or lunch extension or reflection.
3. Loss of time or participation in a school-based privilege or activity.
4. Application of one or more Discipline Management Techniques listed above.
5. Confiscation of cell phones or other electronic devices.
6. Grade reductions for academic dishonesty.
7. In-school suspension.
8. Out-of-school suspension.
9. Removal from the classroom and/or placement in another classroom.
10. Restitution/restoration, if applicable.
11. School-assessed and school-administered probation.
12. Temporary confiscation of items that disrupt the educational process.
13. Verbal correction.
14. 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.

**Example Level 2 Offenses:** *As a reminder, positive interventions and restorative practices are enacted prior to assigning consequences*

Level 2 offenses listed here but not limited to:		
1.	Inappropriate Reaction	<ul style="list-style-type: none"> <li>● Responding with raised voice, physical reaction, angry expression, or expressed argument at earning a consequence. Note: we encourage scholars to communicate and problem-solve in appropriate ways and advocate for themselves when warranted</li> <li>● Ignoring or refusing to comply with teacher directions</li> <li>● Rolling eyes, sucking teeth, exasperated body gestures (e.g., flailing arms)</li> </ul>

2.	Disrespect	<ul style="list-style-type: none"> <li>• Disrespectful comments expressed about an individual</li> <li>• Spreading rumors about others or verbal teasing and minor name calling</li> <li>• Leaving marks on desks or other school property</li> <li>• Leaving marks in books, damaging books, or being neglectful or careless with books</li> </ul>
3.	Misuse of Materials	<ul style="list-style-type: none"> <li>• Use of resources not intended for scholar use without permission (e.g., staff refrigerator, laminator)</li> </ul>
4.	Prohibited Physical Contact	<ul style="list-style-type: none"> <li>• Putting hands on another person, except for shaking hands, fist-bump, or high five</li> </ul>
5.	Talking during emergency drills	<ul style="list-style-type: none"> <li>• Talking during any emergency drill is prohibited to ensure the safety of all students.</li> </ul>
6.	Unauthorized area without a pass	<ul style="list-style-type: none"> <li>• Students going to an area without a written pass provided by a staff member.</li> </ul>

Disciplinary Consequences (may not necessarily be followed in order and progressive disciplinary measures are not required)

1. Any applicable Level I Disciplinary Consequence or Discipline Management Technique listed above, including multiple consequences as deemed appropriate by Compass Rose Public Schools.
2. Out-of-school suspension for up to three days.
  - a. Alternatives to Suspension- At the discretion of an administrator, a student can complete any combination of (but not limited to) the following alternatives to suspension listed below:
    - Research project
    - Presentation
    - Campus beautification
    - Family meeting or shadow
    - Community Service

**Example Level 3 Offenses**

Level 3 offenses listed here but not limited to:		
1.	Significant Disrespect	<ul style="list-style-type: none"> <li>• Intentional use of profanity or grossly disrespectful language, including language that targets another person's racial or sexual identity. This includes spoken or written words and gestures that imply profanity.</li> <li>• Comments or actions that undermine the dignity or authority of an adult</li> <li>• Comments or actions that undermine the dignity or emotional safety of a peer</li> <li>• Intentionally refusing to follow directions: a more severe form of ignoring / refusing</li> <li>• Intentionally attempting to disrupt or derail a lesson</li> </ul>

2	Uncontrolled Conduct	<ul style="list-style-type: none"> <li>• Play-fighting, rough-housing</li> <li>• Throwing things that could cause serious physical injury during class</li> <li>• Verbal altercation</li> </ul>
3	Dishonesty or Avoiding Responsibility	<ul style="list-style-type: none"> <li>• Being dishonest</li> <li>• Framing others for own actions</li> <li>• Not taking responsibility for choices or actions</li> </ul>
4	Academic Dishonesty	<ul style="list-style-type: none"> <li>• Plagiarism or cheating: including copying, passing of work</li> <li>• <i>ALL plagiarism earns a Zero Grade</i></li> </ul>
5	Destroying property	<ul style="list-style-type: none"> <li>• Tagging or defacing school property; graffiti of any form</li> <li>• Damaging school property in a way that requires replacement or repair</li> </ul>
6	Skipping	<ul style="list-style-type: none"> <li>• Skipping a school day</li> <li>• Skipping detention</li> <li>• Skipping class in the bathroom or other location within school</li> </ul>
7	Intimidation and Bullying	<p>Causing an individual to act through the use of threat or coercion.</p> <p>Bullying a student employee or volunteer of Compass Rose, whether on or off school property. If the conduct causes a substantial disruption of the educational environment it may be elevated to a level 4 offense depending on circumstances as determined by Compass Rose.</p>
8	Contributing to an situation that could harm the well-being of others	<p>May rise to a level 4 or higher offense, depending on context:</p> <ul style="list-style-type: none"> <li>• Videotaping an incident that is not allowed on school property or at a school-sponsored event</li> <li>• Participating in situation that could harm the well-being or reputation of a Compass Rose student or staff member</li> </ul>
9	Transportation	Disobeying conduct rules regarding school transportation.

Disciplinary Consequences (may not necessarily be followed in order and progressive disciplinary measures are not required)

1. Any applicable Level I Disciplinary Consequence or Discipline Management Technique listed above, including multiple consequences as deemed appropriate by Compass Rose Public Schools/Compass Rose Academy.
2. Out-of-school suspension for up to three days.

**Example Level 4 Offenses:**

1.	Hate Speech	<ul style="list-style-type: none"> <li>• Hate speech based on gender, race, sexual orientation, any disabilities</li> </ul>

2.	Physical Violence	<ul style="list-style-type: none"> <li>• Physical harm of any kind</li> <li>• Threats of physical violence, regardless of intent</li> </ul>
3.	Theft	<ul style="list-style-type: none"> <li>• Theft / stealing; taking what is not one's own (may also be a higher level offense)</li> </ul>
4.	Illicit/Unsafe Activity	<ul style="list-style-type: none"> <li>• Being in possession of illegal or controlled substances (i.e. weapons, drugs, alcohol, pornographic material)</li> <li>• Being under the influence of drugs or alcohol</li> <li>• Sexual activity of any kind</li> <li>• Leaving school or school trip without permission</li> </ul>
5.	Sexual Harassment	<ul style="list-style-type: none"> <li>• Suggestive touching, stroking, squeezing, tickling, or brushing against a person</li> <li>• Actual or attempted sexual assault</li> </ul>
6.	Possession and/or use of an illegal substance	<ul style="list-style-type: none"> <li>• Smoking or using tobacco, tobacco-based e-cigarettes or vape pens at school or school related functions or activities on or off school property.</li> <li>• Possessing or selling drugs or look-alike drugs, or attempting to pass items off as drugs or contraband.</li> <li>• Participating in hazing</li> <li>• Abusing over the counter drugs</li> <li>• Being under the influence of drugs or alcohol</li> </ul>
7.	Extortion	<ul style="list-style-type: none"> <li>• Committing extortion or blackmail , meaning or obtaining money or an object or value from an unwilling person.</li> <li>• Verbal altercation</li> </ul>

Disciplinary Consequences (may not necessarily be followed in order and progressive disciplinary measures are not required)

1. Any applicable Level I Disciplinary Consequence or Discipline Management Technique listed above, including multiple consequences as deemed appropriate by Compass Rose Public Schools.
2. Out-of-school suspension for up to three days.

**Level 5 Offenses:**

The offenses listed below may lead to long term suspension or expulsion.

Possession or use Prohibited Items, including but not limited to:

- a. Fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- b. A razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
- c. A "look-alike" weapon;
- d. An air gun or BB gun;
- e. Ammunition;
- f. A stun gun;
- g. A pocket knife or any other small knife;
- h. Mace or pepper spray;
- i. Matches or a lighter;
- j. A laser pointed for other than an approved use; or

- k. Any articles not generally considered to be weapons, including school supplies, when the School Leader or designee determines that a danger exists.
1. Abusing a student's own prescription drug, giving a prescription drug to another student, or possessing or being under the influence of another person's prescription drug while on school property or at a school-related event. (See glossary for "abuse.")
2. Aggravated assault.
3. Aggravated kidnapping.
4. Aggravated robbery.
5. Aggravated sexual assault
6. Any offense listed in Sections 37.006(a) or 37.007 (a), (b), and (d) of the Texas Education Code, no matter when or where the offense takes place.
7. Arson.
8. Burglary of a motor vehicle on campus.
9. Capital murder.
10. Committing or assisting in a robbery or theft, even if it does not constitute a felony according to the Texas Penal Code.
11. Commission of a felony offense listed under Title 5, Texas Penal Code. (See glossary.)
12. Committing the following offenses on school property or within 1,000 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:
  - a. Engaging in conduct punishable as a felony.
  - b. Committing an assault (see glossary) under Texas Penal Code 22.01(a)(1).
  - c. Selling, giving, or delivering to another person, or possessing, using, or being under the influence of marijuana, a controlled substance, or a dangerous drug (may include e-cigarettes or vape pens if it is connected to potential marijuana use) in an amount not constituting a felony offense. (See glossary for "under the influence.").
  - d. Selling, giving, or delivering to another person an alcoholic beverage; committing a serious act or offense while under the influence of alcohol; or possessing, using, or being under the influence of alcohol, if the conduct is not punishable as a felony offense.
  - e. Behaving in a manner that contains the elements of an offense relating to abusable volatile chemicals.
  - f. Behaving in a manner that contains the elements of the offense of public lewdness or indecent exposure.
13. Conduct endangering the health and safety of others.
14. Criminal attempt to commit murder or capital murder.
15. Criminally negligent homicide.
16. Deliberate destruction or tampering with school computer data or networks.
17. Engaging in "bullying" and/or cyberbullying. (See glossary.)
18. Engaging in conduct punishable as a felony.
19. Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See glossary.)
20. Engaging in conduct punishable as a felony listed under Title 5 (see glossary) of the Texas penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:
  - a. The student receives deferred prosecution (see glossary);
  - b. A court or jury finds that the student has engaged in delinquent conduct (see glossary); or
  - c. The School Leader or designee has reasonable belief (see glossary) that the student engaged in the conduct.
21. Engaging in conduct that constitutes discrimination or harassment, including conduct motivated by race, color, religion, national origin, gender, disability, or age and directed toward another student or Compass Rose employee. (See glossary.)

22. Engaging in conduct that constitutes sexual harassment or sexual abuse, whether by word, gesture, or any other conduct directed toward another person, including a Compass Rose student, employee, or volunteer.
23. Engaging in conduct that contains the elements of retaliation against any Compass Rose employee or volunteer, whether on or off of school property.
24. Engaging in inappropriate or indecent exposure of private body parts.
25. Felony criminal mischief against school property, another student, or school staff.
26. Gang activity (violent or likely to cause harm to another or disrupt the educational environment in any way).
27. Inappropriate sexual conduct.
28. Indecency with a child.
29. Issuing a false fire alarm.
30. Manslaughter.
31. Murder.
32. Persistent Level I offenses
33. Persistent Level II offenses
34. Possessing, selling, distributing, or being under the influence of inhalants.
35. Possessing, selling, distributing, or being under the influence of a simulated controlled substance.
36. Possession, use, transfer or exhibition of any firearm, illegal knife, club, or any other prohibited weapon or harmful object (as determined by Compass Rose).
37. Public lewdness.
38. Required registration as a sex offender.
39. Setting or attempting to set fire on school property (not arson).
40. Sexual abuse of a young child or children.
41. Sexual assault.
42. Stealing from students, staff, or Compass Rose.
43. Targeting another individual for bodily harm.
44. Use, exhibition, or possession of a knife with a blade more than 1.5" in length, including but not limited to switchblade knives or any other knife not defined as an illegal knife.
45. Violating computer use policies, rules, or agreements of Compass Rose, such as the Student Acceptable Use policy, including but not limited to:
  - a. Attempting to access or circumvent passwords or other security-related information of Compass Rose or its students or employees, and uploading or creating computer viruses, including such conduct off school property if the conduct causes a substantial disruption to the educational environment.
  - b. Attempting to alter, destroy, or disable Compass Rose computer equipment, Compass Rose data, the data of others, or other networks connected to the Compass Rose system, including conduct occurring off school property if the conduct causes a substantial disruption of the educational environment.
  - c. Using the Internet or other electronic communications to threaten Compass Rose students, employees, or volunteers, including conduct occurring off school property if the conduct causes a substantial disruption to the educational environment.
  - d. Sending or posting electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal, including conduct occurring off school property if the conduct causes a substantial disruption to the educational environment.
  - e. Using e-mail or Web sites at school to encourage illegal behavior or threaten school safety.

Any discretionary or mandatory expulsion violation under Texas Education Code, Chapter 37.

1. Out of school suspension for three days.

2. Expulsion.

### **Student Code of Conduct Consequences**

**During Lunch or After School Extension.** Reflection or Extension time may be earned by a student for engaging in any of the negative behaviors, persistently or in isolation as listed above. Each school provides a specific system through which Reflection or Extension are implemented.

The following rules apply to students assigned to reflection or extension:

1. Students will bring materials to work on. Classroom materials may also be sent by a teacher.
2. All materials must be brought to the reflection space or office.
3. Sleeping is not permitted.
4. Students will follow all rules concerning classroom behavior. Failure to comply may also mean suspension from school.
5. Any student assigned to extension must stay the entire time. Students refusing to complete their time may receive additional consequences.

### **Suspension**

Compass Rose utilizes two kinds of suspension: in school suspension and out of school suspension.

#### ***In School Suspension***

The following rules and regulations apply to all students assigned to in school suspension ("ISS"):

1. Designated staff member will pick-up students from their class.
2. Students will bring materials to work on, including an ISS assignment with their teachers' names, subjects, and assignments. Students are responsible for obtaining assignments from each teacher.
3. All materials must be brought to the room when reporting.
4. No disruptive behavior will be allowed.
5. Unexcused absences from suspension will be referred to the School Leader.
6. Sleeping is prohibited.
7. Students must abide by the Compass Rose policies and behavioral standards during their suspension period.
8. A student who misses a scheduled ISS session without a confirmed excuse may be assigned out of school suspension. If a student misses more than one scheduled ISS session without a confirmed excuse, they may be subject to additional consequences.
9. Depending on the level of severity, students may be able to access lessons virtually during in-school or out of school suspension days. An out of school suspension is still coded as such even if the student is accessing virtual learning.

Failure to follow these guidelines will be reported to the School Leader for further action, which may include up to three days of out of school suspension or any other Level I consequence.

#### ***Out of School Suspension***

The School Leader will give notice of suspension and the reasons for the suspension to the student. In deciding whether to order out-of-school suspension, the administrator may take into consideration factors including self-defense, prior discipline history, intent or lack of intent and other appropriate or mitigating factors determined by the administrator.

### **Removal from School Transportation**

A student being transported by Compass Rose transportation to or from school or a school-sponsored or school-related activity may be removed from a school vehicle for conduct violating the school's established standards for conduct in a school vehicle.

### **Conferences, Hearings, and Appeals**

All students are entitled to conferences, hearings, and/or appeals of disciplinary matters as provided by applicable state and federal law, and Compass Rose policy.

### **Process for Suspensions Lasting Up to Three Days**

In addition to the above list of Code of Conduct violations, the School Leader has authority to suspend a student for a period of up to three school days for any of the following additional reasons:

1. The need to further investigate an incident,
2. A recommendation to expel the student, or
3. An emergency that constitutes endangerment to health or safety.

### **Prerequisites to Suspension**

Prior to suspending a student for up to three days, the School Leader or designee must attempt to hold an informal conference with the student to:

1. Notify the student of the accusations against him/her,
2. Allow the student to relate their version of the incident, and
3. Determine whether the student's conduct warrants suspension.

### **Alternatives to Suspension**

Suspension shall be imposed only when other means of correction fail to bring about proper conduct. However, a pupil, including an individual with exceptional needs may be suspended for any Level offense upon a first offense, if Leadership determines that the student committed a level 3 or higher offense, or the student's presence causes a danger to persons.

At the discretion of an administrator, a student can complete any combination of (but not limited to) the following alternatives to suspension listed below:

- Research project
- Presentation
- Campus beautification
- Family meeting or shadow
- Community Service

### **Notification to Parents/Guardians**

If the School Leader or designee determines the student's conduct warrants suspension during the school day for up to three days, the School Leader or designee will make reasonable effort to notify the student's parent(s) that the student has been suspended before the student is sent home. The School Leader or designee will notify a suspended student's parent(s) of the period of suspension, the grounds for the suspension, and the time and place for an opportunity to confer with the School Leader.

### **Credit During Suspension**

A student shall receive credit for work missed during the period of suspension if the student makes up work missed during the period of suspension within the same number of school days the student was absent on suspension.

## **Process for Out-of-School Suspensions and Expulsion**

### **Notice**

When the School Leader or designee determine that a student's conduct warrants suspension for more than five days (extended suspension) or expulsion, but prior to taking any such action, the School Leader or designee will provide the student's parent(s) with written notice of:

1. The reasons for the proposed disciplinary action; and
2. The date and location for a hearing before the School Leader, within five school days from the date of the disciplinary action.

The notice shall further state that, at the hearing, the student:

1. May be present;
2. Shall have an opportunity to present evidence;
3. Shall be apprised and informed of Compass Rose's evidence;
4. May be accompanied by their parent(s); and
5. May be represented by an attorney.

### **Hearing Before the School Leader**

Compass Rose shall make a good faith effort to inform the student and the student's parent(s) of the time and place for the hearing, and Compass Rose shall hold the hearing regardless of whether the student, the student's parent(s) or another adult representing the student attends. The School Leader may audio record the hearing.

Immediately following the hearing, the School Leader will notify the student and the student's parent(s) in writing of their decision. The decision shall specify:

1. The length of the extended suspension, expulsion, or in lieu of expulsion, if any;
2. When or if the expulsion is not permanent, the procedures for re-admittance at the end of the expulsion period if at all; and
3. The right to appeal the School Leader's decision to the Board of Directors or the Board's designee.

The notice shall also state that failure to timely request such a hearing constitutes a waiver of further rights in the matter.

### **Appeal to the Board of Directors**

The student or their parent(s) may appeal the extended suspension or expulsion decision to the Board of Directors by notifying the School Leader in writing within three calendar days of the date of receipt of the School Leader's decision. The Board will review the audio or transcribed record from the hearing before the School Leader at a regular or specially called meeting in closed session. The Board will notify the student and their parent(s) of its decision within five calendar days of the hearing. The decision of the Board is final and may not be appealed.

Please note that discipline consequences will not be deferred pending the outcome of an appeal of an extended suspension or expulsion to the Board.

### **No Credit Earned**

Except when required by law, students will not earn academic credit during a period of expulsion.

### **Emergency Placement and Expulsion**

If the School Leader or designee reasonably believes a student's behavior is so unruly, disruptive, or abusive that it seriously interferes with a teacher's ability to communicate effectively with

students in a class, with the ability of a student's classmates to learn, or with the operation of Compass Rose or a school-sponsored activity, the School Leader or designee may order immediate removal of the student. The School Leader or designee may impose immediate suspension if they reasonably believe such action is necessary to protect persons or property from imminent harm. At the time of such an emergency removal, the student will be given verbal notice of the reason for the action and appropriate hearings will be scheduled within a reasonable time after the emergency removal.

### **Placement of Students with Disabilities**

All disciplinary actions regarding students with disabilities (504 or special education under the IDEA) shall be conducted in accordance with applicable federal and state laws.

### **Suspension/Expulsion Requirement**

A student with a disability shall not be removed from their current placement for disciplinary reasons and/or pending appeal to the Board of Directors for more than ten days without ARD Committee action to determine appropriate services in the interim and otherwise in accordance with applicable law. If a special education due process appeal to a TEA special education hearing officer is made, the student with a disability shall remain in the then current education setting in place at the time such appeal is noticed to Compass Rose, unless Compass Rose and the student's parents/guardians agree otherwise.

### **Gun-Free Schools Act**

In accordance with the Gun-Free Schools Act, Compass Rose shall expel, from the student's regular program for a period of one year, any student who is determined to have brought a firearm, as defined by federal law, to school. The School Leader may modify the term of expulsion for a student or assess another comparable penalty that results in the student's expulsion from the regular school program on a case-by-case basis and in accordance with legal requirements.

For the purposes of this section, "firearm" means:

1. Any weapon – including a starter gun – which will, or is designed to, or which may readily be converted to expel a projectile by the action of an explosive from the frame or receiver of any such weapon;
2. Any firearm muffler or firearm silencer;
3. Any destructive device. "Destructive device" means any explosive, incendiary or poison gas bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than 1/4 ounce, mine, or device similar to any of the preceding described devices. It also means any type of weapon – other than a shotgun shell or a shotgun that is generally recognized as particularly suitable for sporting purposes – by whatever name known which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than 1/2 inch in diameter; and any combination of parts either designed or intended for use in converting any device into a destructive device as described, and from which a destructive device may be readily assembled.