

# **SUCCESS R-VI**

## **SCHOOL DISTRICT**



### **Student Discipline Handbook**

### **2020-2021**

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## **SUCCESS R-VI SCHOOL DISTRICT DISCIPLINE POLICY**

The Board of Education of the Success R-VI School District recognizes the importance of standards of discipline to the maintenance of an atmosphere where orderly learning is possible and encouraged. Toward that end, the following District Discipline policy is established.

1. Students in the Success R-VI School District shall conduct themselves in a manner conducive to a good learning environment and in a manner that exemplifies orderly and neighborly conduct.
2. All school district personnel responsible for the care and supervision of students are authorized to hold every pupil strictly accountable for any disorderly conduct in school or on any property of the school, on any school bus going to or returning from school-sponsored activities, or during intermission or recess period.
3. Students who fail to comply with these standards shall be subject to reprimand, and/or loss of privileges, and/or paddling, and/or temporary or permanent dismissal from school. Parents and guardians will be notified of major disciplinary action taken in regard to their children.
4. Handicapped students will be expected to adhere to the Discipline policy. Exceptions due to handicapping conditions will be noted in the student's Individual Education Plan.
5. Actions taken under paragraph 3 of this policy may be appealed first to the Superintendent of Schools and then to the Success R-VI Board of Education.

The District Discipline Policy established by the Success R-VI Board of Education is general in nature due to:

1. The need for teachers, principals, and the superintendent to have latitude in all matters of discipline.
2. The developmental differences which exist between elementary school and middle school students, requires disciplinary action unique to each level.

In order to provide some guidance for personnel responsible for administering the District Discipline Policy, the Board adopts this Discipline Policy. No policy can be expected to list each and every offense which may result in the use of disciplinary action. However, it is the purpose of this policy to list certain offenses, which if committed by a student, will result in the imposition of a penalty within the limits of the District Discipline Policy. Penalties are suggested in the codes for each offense, or repetition thereof, but imposition of penalty is at the discretion of the personnel responsible for administering the code.

# **SCHOOLWIDE DISCIPLINE CODE**

## **School-Wide Rules (Building, Cafeteria, Playground, Restrooms, Etc.)**

1. Follow teacher directions
2. Respect school property and the belongings of other people.
3. Be courteous in speech and action to teachers, classmates and all others.
4. Follow authorized adult directions.
5. Walk quietly inside building, to all classes, and buses.
6. Stay in assigned areas (example: never leave school ground without permission.)
7. Use school equipment properly.
8. Fighting, pushing, shoving, cursing, biting, and name calling are prohibited.
9. Dangerous objects (example: knives) are prohibited.
10. Violations against public decency, using language or performing actions which can be construed as sexual harassment is prohibited.

## **GENERAL BUILDING AND PLAYGROUND RULES**

### **GENERAL CLASSROOM RULES**

STUDENTS ARE NOT TO DISRUPT THE TEACHING – LEARNING PROCESS IN ANY WAY AT ANY TIME.

Disruptions of the learning process will not be tolerated. Mild disruptions will be handled by the classroom teachers by such methods as rearrangement of seats, informal conference, assignments of additional work, removal from the group, etc. If disruptions continue, the Principal will be contacted, a discipline referral written, and parents notified. The Principal will have the right to enforce after-school detention, Saturday school detention, in school suspension and out-of-school suspension. No gum, candy or soda is permitted in classrooms. Water bottles will be allowed if they are managed properly.

### **COVID 19 CLASSROOM PROCEDURES**

- Students should be allowed to wash/sanitize their hands before entering the classroom.
- Hand Sanitizers are installed at all classroom doors, students will use hand sanitizer prior to entering the classroom.
- Seating arranged to minimize student contact.
- During group activities adequate spacing will be provided to maintain social distancing as much as possible
- Measures will be taken so that persons exposed can be more easily traced if needed.
- Provide time for classes to use the restroom and allow only 2 students at one time in the restroom.
- Disinfect desks, chairs, etc. often throughout the day.
- When possible no sharing of pencils, pens, markers, etc. - gloves may be used if sharing is needed. Items shared will be disinfected between class periods.

## **LUNCH ROOM RULES:**

**COVID 19 - Procedures and schedules will follow the COVID 19 Action Plan until the State of Emergency is lifted.**

1. Keep your hands, feet, and objects to yourself at all times.
2. Follow directions of staff **the first time** they are given.
3. Do not share food.
4. Put all trash in proper cans.
5. Speak in voices that can only be heard at your table.

## **HALLWAY RULES:**

**COVID 19 - Procedures and schedules will follow the COVID 19 Action Plan until the State of Emergency is lifted.**

1. Keep your hands, feet, and objects to yourself at all times.
2. Follow directions of staff **the first time** they are given.
3. Walk down the right side of the hallway. Practice Social Distancing of at least 3-6 feet at all times.
4. No loud talking.
5. Students **must have** teacher permission to go to the office or leave the classroom.
6. Bathroom breaks should be taken during class breaks with permission from the teacher. Students must be signed out with time reported on the sign-sheet if they leave the classroom.

## **INDOOR RECESS RULES:**

**COVID 19 - Indoor recess will not be allowed with other classes.**

1. No tag or chase.
2. No kicking balls.
3. No personal toys brought from home.
4. No climbing on bleachers.
5. All scuffling, wrestling and play-fighting will be considered fighting and consequences will be carried-out as outlined in the discipline policy.

## **OUTDOOR RECESS RULES:**

**COVID 19 - Procedures and schedules will follow the COVID 19 Action Plan until the State of Emergency is lifted.**

1. No personal toys brought from home.
2. No jumping from the jungle gym.
3. No standing in or jumping off of swings.
4. No food or gum.
5. No throwing of sticks, rocks, or tire shavings.
6. Jump ropes are to be used for jumping only.
7. Slides: 2 people only – one top, one bottom of ladder. No standing at the top. No climbing up the slide.
8. Grades 5 through 8 are not allowed on the jungle gym.
9. All scuffling, wrestling and play-fighting will be considered fighting and consequences will be carried-out as outlined in the discipline policy.

## **LOCKER RULES:**

### **COVID 19- Lockers will not be used until the State of Emergency is lifted**

1. Lockers are the property of the school and therefore are to be kept in good condition.
2. Students will not kick, hit, climb on, hang on, or slam doors on the lockers.
3. No books, papers, or personal items are to be placed on top of the lockers.
4. Students will not switch lockers without permission by the principal.
5. No locks will be allowed on lockers.
6. Lockers will be kept neat and orderly.
7. Lockers other than your own are off limits.
8. Posters and pictures may be placed in the lockers only with magnets. No tape or stickers may be applied to lockers. Locker pictures shall not cover up the vent holes. These articles must be appropriate for a school environment. (Teachers and the administration will determine the acceptability of such.)
9. Lockers are subject to inspection at any time by the principal or a designated staff member. Students who abuse the lockers or rules will lose locker privileges for a specified amount of time.
10. Lockers must be cleaned out and all posters and pictures removed before dismissal on the final day of school.

### **THE PRINCIPAL WILL BE GUIDED BY THE FOLLOWING PLAN OF ACTION WHEN A STUDENT IS SENT TO THE OFFICE.**

1. **FIRST VISIT**-Conference with student followed by discipline at the discretion of the principal.
2. Each time a student is sent to the office it is recorded and notification sent to the parent/guardian.

### **SEVERE BEHAVIOR - Level III and Level IV Violations**

**The student is sent immediately to the principal**

### **IN-SCHOOL SUSPENSION - (ISS)**

In-school suspension shall be served under the supervision of an administrator. **Students may be assigned to ISS for partial days** and may serve immediately after parent consultation about the incident. The student shall have lunch and adequate restroom breaks. The ISS classroom will take place 2 days every week. Students shall begin serving ISS the first day the class is available. A student placed in ISS shall be given assignments by his regular classroom teacher. A list of the assignments shall also be shared with the administrator. Grades earned during in-school suspension shall be used in computing quarterly averages. **A student who spends a total of five (5) days in ISS during a school year can be subject to suspension from school upon committing another incident of severe behavior.**

### **AFTER SCHOOL DETENTION RULES - (ASD)**

1. After School Detention will consist of 2 hours 3:30-5:30.
2. Students must bring schoolwork to keep them occupied during the entire time. The teacher in charge may assign additional work if necessary, which may include sentences, written reports, etc. If students do not follow the assigned teacher's directions, parents will be called and the student will be dismissed. The After School Detention will then change to Out of School Suspension.
3. There will be a restroom and water fountain break after 1 hour.

4. There will be no phones or other electronic devices allowed. There will be no sleeping, talking, eating, drinking or other unacceptable behavior. Student handbook will apply and additional penalties may be given by the principal.
5. No telephone calls may be made or received without permission of the teacher in charge.
6. No visitors will be allowed
7. The student is responsible for his/her own transportation.

## **SATURDAY SCHOOL RULES**

1. The day will consist of 4 hours from 8:00 a.m. to 12:00 p.m.
2. Four hours of detention will equal one day of out-of-school suspension.
3. If a student is tardy, additional time will be added to in-school detention time.
4. Students must bring schoolwork to keep them occupied during the entire time. The teacher in charge may assign additional work if necessary, which may include sentences, written reports, etc. If students do not follow the assigned teacher's directions, parents will be called and the student will be dismissed. The Saturday detention will then change to out-of-school suspension.
5. There will be a restroom and water fountain break every hour.
6. There will be no phones or other electronic devices allowed. There will be no sleeping, talking, eating, drinking or other unacceptable behavior. Student handbook will apply and additional penalties may be given by the principal.
7. No telephone calls may be made or received without permission of the teacher in charge.
8. No visitors will be allowed.
9. The student is responsible for his/her own transportation.

## **SUSPENSIONS and EXPULSIONS**

1. Principal may suspend any student not to exceed ten (10) days.
2. The Superintendent may suspend a student for ninety (90) days.
3. Expulsion of students is a function only of the Board of Education.
4. During any suspension or Saturday school, the student may not attend any school function at school, or away from school until the time of reinstatement.

## **VIOLATION AGAINST PUBLIC HEALTH AND SAFETY**

Students are expected to report to school in a drug-free condition. The possession, sale, transfer, or use of alcohol or illegal drugs and paraphernalia is absolutely prohibited. An illegal drug is defined as all forms of alcoholic beverages, narcotics, depressants, stimulants, hallucinogens, heroin, cocaine, marijuana, inhalants, or prescription medication which is not being used as prescribed.

### **Possessing, using, or attending school under the influence of alcohol or illegal drugs.**

First Offense- up to 90 day suspension

1. The principal or designated individual will notify the parents in writing and/or verbally to explain the incident and arrange a conference.
2. The principal or designated individual will notify the school, the school nurse and the appropriate counselor. If the student (and/or parent) agrees to a professional evaluation, a minimum suspension of 5 days will be imposed. After the 5 day suspension, once the principal has received written verification that the evaluation has taken place, the student may return to school. If the parents or guardians fail to arrange a professional evaluation, the 90 day suspension will be carried out. The principal or designated individual will contact law enforcement officials if necessary.

3. Second Offense-90 day suspension
4. Third Offense-expulsion, maximum penalty  
**Supplying, distributing, or selling of alcohol or illegal drugs**

First Offense- expulsion, maximum penalty

**Possessing and/or using tobacco products or vaping.**

1. First Offense-up to 3 days suspension
2. Second Offense-up to 10 day suspension
3. Third Offense-up to 30 day suspension
4. Fourth Offense-up to 60 day suspension

## **INAPPROPRIATE USE OF TECHNOLOGY**

Inappropriate use of the Internet

1. First Offense - 1 day of ISS and up to one quarter loss of internet privileges.
2. Second Offense- 2 days of ISS and up to one semester loss of internet privileges.
3. Third Offense- 3 days of out of school suspension and loss of internet privileges for the remainder of the year.

### **Cyber-bullying**

Inappropriate computer usage intended to harass, intimidate, or threaten student(s) or staff. symbolic words and gestures meant to harass or injure another person; i.e. threats of violence or defamation of a person's race, religion, gender, or ethnic origin. Constitutionally protected speech will not be punished.

1. First Offense and subsequent offenses: conference with parent/ guardian, discipline action as described by policy and referral to authorities.
2. Second Offense-minimum 10 days of OSS up to expulsion.

## **Departmentalized Classes and Tardy -**

### **Departmentalized Classes Grades 6-8**

**COVID 19 Plan - Students will be on a Departmentalized schedule but will not be changing classes. Teachers will rotate between classrooms. Once the COVID 19 State of Emergency is lifted, students will resume the normal policy as stated below.**

Grades 6-8 will have 3 minutes to change classes, use the restroom, get a drink etc. Students who are excessively late to class will be considered tardy and asked to get a pass from the office to return to class. When a student receives 2 tardies in a 5 day period, they will be assigned to afterschool detention.

1. 2 Tardies = 1 Afterschool Detention - Notice sent home



**DISCIPLINARY RESPONSES TO STUDENT MISCONDUCT RESULTING IN REFERRAL TO THE PRINCIPAL. PARENTS/GUARDIANS WILL BE NOTIFIED IF THEIR CHILD IS REFERRED TO THE OFFICE FOR DISCIPLINE.**

**LEVEL I MISCONDUCT**

Minor misbehavior on the part of the student that impedes orderly classroom procedures or interferes with the orderly operation of the school. Generally handled by the classroom teacher.

**Examples**

- \*Classroom disturbance
- \*Abusive Language- Peers
- \*Rude, discourteous behavior
- \*Insubordination/Disrespect
- \*Lying
- \*Improper use of technology- lack of following directions
- \*Inappropriate Dress
- \*Hallway Behavior
- \*Tardiness
- \*Failure to complete assignments
- \*Lack of class materials
- \*Failure to follow COVID 19 Protocols

**Discipline Options**

- \*Student/Principal conference
- \*Verbal Reprimand
- \*Withdrawal of privileges
- \*Paddling
- \*Assignment to I.S.S.
- \*Parent/Principal conference
- \*Lunch Detention
- \*Additional assignments (letters of apology, report of incidents, etc.)
- \*Complete Problem Solving Plan
- \*Loss of recess
- \*Behavior contract
- \*Telephone parents
- \*Parent/Teacher conference
- \*After School Detention

**LEVEL II MISCONDUCT**

Misbehavior whose frequency or seriousness tends to disrupt the learning climate of the school. Included in this level are misbehaviors that do not represent a direct threat to the health and safety of others but whose educational consequences are serious enough to require action.

**Examples**

- \*Unmodified misbehavior continued from Level I
- \*Tardiness
- \*Use of tobacco/vaping
- \*Disruptive classroom behavior
- \*Leaving school without permission
- \*Improper use of Technology - Internet Violation
- \*Abusive Language - Staff
- \*Harassment
- \*Failure to follow COVID 19 Protocols
- \*Truancy
- \*Forged notes or excuses
- \*Rock throwing
- \*Absenteeism - 6 days
- \*Public Display of Affection
- \*Skipped Detention
- \*Profanity - Students

**Discipline Options**

- \*Student/Principal conference
- \*Verbal Reprimand
- \*Suspension from extra-curricular activities
- \*Behavior contract
- \*Paddling
- \*Complete Problem Solving Plan
- \*Loss of recess
- \*Withdrawal of privileges
- \*Assignment to I.S.S.
- \*Parent/Principal conference

- \*Parent/Teacher conference
- \*Temporary out-of-school suspension
- \*Additional assignments (letters of apology, report of incidents, etc.)
- \*After School Detention
- \*Saturday School

### **LEVEL III MISCONDUCT**

Acts directed against persons or property but whose consequences do not seriously endanger the health or safety of others in the school.

#### **Examples**

- \*Inciting a Fight
- \*Theft
- \*Cheating
- \*Open defiance to a staff member
- \*Destruction of property
- \*Forgery/Plagiarism
- \*Possession/use of unauthorized substances or articles
- \*Minor vandalism
- \*Threats to others
- \*Direct swearing to a staff member
- \*Bullying
- \*Absenteeism - 8 days
- \*Profanity - Staff

#### **Discipline Options**

- \*Student/Principal conference
- \*Verbal Reprimand
- \*Temporary removal from class
- \*Behavior contract
- \*3 Days of I.S.S
- \*Parent/Principal conference
- \*After School Detention
- \*Saturday School
- \*Referral to outside agency (i.e. police, Juvenile Officer)
- \*Additional assignments (letters of apology, report of incidents, etc.)
- \*Complete Problem Solving Plan
- \*Loss of recess
- \*Withdrawal of privileges
- \*Paddling
- \*Parent/Teacher conference
- \*3 days of O.S.S
- \*Temporary O.S.S more than 3 days

### **LEVEL IV MISCONDUCT**

Acts that result in violence to another person or property. Acts that pose a direct threat to the safety of others in the school. These acts are clearly criminal and are so serious that they require actions resulting in the immediate removal of the student from school, the intervention of law enforcement authorities, and action by the school board.

#### **Examples**

- \*Extortion
- \*Possession/use/transfer of dangerous weapons -( ex. - Knife 2" or less)
- \*Assault/battery - Fighting
- \*Theft/possession/sale of stolen property
- \*Arson
- \*Furnishing/selling/possession of unauthorized substances
- \*Bomb threat
- \*Vandalism
- \*Bullying
- \*Sexual Harassment
- \*Violent Act - Defined in Lumens

## **Discipline Options**

- \*Principal/Parent conference
- \*Assignment to I.S.S
- \*Expulsion
- \*Saturday School
- \*Referral to outside agency (i.e., Police, Juvenile Officer)
- \*Complete Problem Solving Plan
- \*Out of School Suspension
- \*After School Detention

The student is immediately removed from the school environment. Parents are notified. School officials contact law enforcement agency and assist in prosecuting offender. A complete and accurate report is submitted by the superintendent for board action.

## **SCHOOL RULES AND CONSEQUENCES FOR DISOBEYING**

**Severity Clause:** In the handling of the majority of problems, the hierarchy of consequences listed will be followed. However, if at any time, any student causes a severe problem in the opinion of the supervising teacher or principal while disobeying any rule, the lesser consequences may be bypassed and the greater consequences imposed. In addition, parent, student, teacher conferences may be exercised for any school rule infraction.

**Corporal Punishment:** In the Fall of 2008 the Success R- VI School District reinstated Corporal Punishment (paddling) as a means of consequence. The principal will alert the parent and will seek parent permission prior to punishment.

**Excessive Discipline Referrals: A student who amasses 4 or more discipline referrals during a semester is not conforming to the desired behavior requirements in the Success R-VI School District. Continued poor behavior shows a student's lack of cooperation.** As referrals continue to be written on an individual student, the administrator will have the discretion of determining the appropriate actions necessary to ensure the proper climate for education is maintained in the school building, including expulsion and alternative school.

**Violation of the Law:** If the violation of any school rule should also involve the violation of the law, school officials will notify the appropriate law enforcement officials. Any action taken by the law enforcement officials will be in addition to any action taken by the school.

## **STUDENTS' RIGHTS AND RESPONSIBILITIES**

The Board of Education believes that students have rights that should be recognized and respected. It also believes that every right carries with it certain responsibilities. Among these student rights and responsibilities are the following:

- The right to attend free public schools; the responsibility to attend school regularly and to observe school policies, rules and regulations deemed essential for permitting others to learn at school.
- The right to a quality education; the responsibility to put forth the best efforts during the educational process.
- Civil rights -- including the rights to equal educational opportunity and freedom from discrimination; the responsibility not to discriminate against others.
- The right to free inquiry and expression; the responsibility to observe reasonable rules and regulations regarding these rights.

- The right to due process of law with respect to suspension, expulsion, and decisions that the student believes injure his or her rights.
- The right to privacy, which includes privacy with respect to the student's school records.

It is the Board's belief that, as part of the educational process, students should be made aware of their legal rights, and of the legal authority of the Board to make and delegate authority to its staff and to make rules and regulations regarding the orderly operation of the district schools. If the policy guidelines adopted by the Board are to be successful, it must be understood that school officials and teachers have the authority to interpret and apply policy in a given situation. Students must obey any such interpretation, subject to an appeal.

Schools must be places where students are encouraged to learn. Standards of conduct are established by the Board of Education to create an environment in which each student's right to learn is protected.

Students and their parents or guardians will be notified of their rights and responsibilities, including standards of conduct, through handbooks distributed annually. When the rights and responsibilities of individuals are clearly understood, the elements of respect and cooperation will result in the harmonious and constructive education of the student.

## **NOTICE OF NONDISCRIMINATION**

Applicant for admission and employment, students, parents of elementary and secondary school students, employees, sources of referral of applicants for admission and or employment with Success R-VI School District are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, or disability in admissions/access to or treatments/employment in its programs and activities.

## **GRIEVANCE PROCEDURE**

Students, parents of students, or employees have the right to file a formal complaint alleging noncompliance with regulation outlined in Title VI of the 1964 Civil Rights Act, (not required by federal regulations but recommended as good administrative policy), Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.

### **Level One:**

Principal / Superintendent (Informed and Optional, may be by-passed by the grievant.) Employees with a grievance of nondiscrimination on the basis of sex, race, national origin or disability may first discuss it with their principal or immediate supervisor, with the sole objective of resolving the matter informally. A student of parent with a complaint of discrimination on the basis of sex, race, national origin or disability may discuss it with the teacher, counselor or building administrator.

### **Level Two:**

If the grievance is not resolved at Level One and the grievant wishes to pursue the grievance, they may formalize it by filing a written complaint on a Compliance Violation Form, which may be obtained from the Title IX and Section 504 Coordinator(s). The complaint shall state the nature of the grievance and the remedy requested. The filing of the formal written complaint at Level Two must be within fifteen (15) working days from the date of the event giving rise to the grievance or from the date grievant could reasonably become aware of such occurrence. The grievant may request that a meeting concerning the complaint be held with the Title IX and Section 504 Coordinator(s). A minor student may be accompanied at

the meeting by a parent or guardian. The Title IX and Section 504 Coordinator(s) shall investigate the complaint and attempt to resolve it. A written report from the Compliance Officer regarding action taken will be sent within fifteen (15) working days after receipt of the complaint.

### **Level Three:**

Board of Education. If the complaint is not resolved at Level Two, the grievant may proceed to Level Three by presenting a written appeal to the President of the Board of Education within ten (10) working days after the grievant receives the report from the Compliance Officer. The grievant may also request a meeting with the Board of Education. The Board of Education has the option of meeting with the grievant to discuss the appeal. A decision will be rendered by the Board of Education at their next regularly scheduled meeting. The grievant will be notified in writing of their decision within ten (10) working days after the Board of Education's action. This procedure in no way denies the right of the grievant to file formal complaints with the Missouri Civil Right Commission, the Office for Civil Rights or other agencies available for mediation or recertification of rights or grievances, or to seek private counsel for complaints of alleged discrimination.

## **COMPLAINT RESOLUTION PROCEDURE FOR NO CHILD LEFT BEHIND PROGRAMS**

A complaint is a formal allegation that a specific federal or state law or regulation has been violated, misapplied, or misinterpreted by school district personnel or by Dept. of Education personnel. Any parent or guardian, teacher, administrator, school board member, or other person directly involved with an activity, program or project operated under the general supervision of the Department may file a complaint. Such a complaint must be in writing and signed: it will provide specific details of the situation and indicate the law or regulation that is allegedly being violated, misapplied, or misinterpreted. The written, signed complaint must be filed with the central office and the resolution pursued in accordance with district policy. If the issue cannot be resolved at the local level, the complainant may file a complaint with the MO Dept. Education. If there is not evidence that the parties have attempted in good faith to resolve the complaint at the local level, the Department may require the parties to do so and may provide technical assistance to facilitate such resolution. Any persons directly affected by the actions of the Department may file a similarly written complaint if they believe state or federal laws or regulations have been violated, misapplied, or misinterpreted by the Department itself. Anyone wishing more information about this procedure or how complaints are resolved should contact the office.

## **SAFE SCHOOLS ACT IN MISSOURI**

Success R-VI School District adheres to all Missouri Statutes as they apply to the Safe Schools Act for public education. These statutes can be accessed by going to the Department of Elementary and Secondary Education website at [www.dese.mo.gov](http://www.dese.mo.gov).

## **JUVENILE CRIME LAW**

House Bill 174 requires all local school districts to provide information about the major provisions of the new legislation to all students on the first day of classes. One major provision of the new laws mandates a **180 day suspension of any student who brings a firearm to school**. Should additional information concerning other provisions of the bill be of interest to you or your child, please call the office and ask for the Juvenile Crime Brochure.

# **SUCCESS R-VI SCHOOL DISTRICT**

## **STUDENT DISCIPLINE HANDBOOK AGREEMENT FORM**

I hereby declare that my child and I have been given a copy of the 2020-2021 Success Discipline Handbook. We have read and understand we are accountable for the information given concerning school topics, rules, and regulations. We will work with the school to create a better learning environment for all students by following the guidelines set down in this handbook. If at any time throughout the year I have issues or concerns not covered in this handbook, I have read and understand the proper procedure for resolving issues or grievances.

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**Student Signature**

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**Parent Signature**