

CLASSROOM ACTIONS, CORRECTIVE ACTION OR PUNISHMENT

The following guidelines are in effect for students to establish a range of corrective actions which may be imposed as a consequence of misconduct. However, disciplinarians and hearing officers are allowed to grant exceptions in cases involving extenuating or exceptional circumstances. In general, repetition of misconduct is considered more serious and will result in more severe corrective action than first-time offenses.

Misconduct listed under the term "exceptional misconduct" has been judged following consultation with a representative ad hoc citizens committee to be (a) of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective action as to warrant an immediate resort to suspension, or (b) so serious in nature or so serious in terms of the disruptive effect upon the operation of the school as to warrant an immediate resort to suspension (for example, misconduct judged by the district to be the same or of the same nature as a violation of the state's drug or controlled substances laws).

See attached for Sanction Range Charts.

ELEMENTARY SCHOOL SANCTION RANGE CHART

NOTE: A shaded box indicates a continuum of possible sanctions for certain misbehaviors. A less severe form of misbehavior would warrant a less severe sanction while more severe forms warrant more severe sanctions.

Misconduct	Loss of Recess / Detention	School Service	In School Suspension	Short Term Suspension (1-5 days)	Long Term Suspension (6+ days)	Emergency Expulsion	Expulsion
Aggressive Behavior							
Alcohol/Chemical Substances ¹ (dependant on age, intent & severity of offense)							
Alteration of Records							
Arson							
Assault/Battery							
Attendance/Ttruancy/Tardiness ²							
Cheating							
Damage or destruction of property	& Restitution	& Restitution	& Restitution	& Restitution	& Restitution	& Restitution	& Restitution
Defiance of School Authority							
Disruptive Conduct							
Dress Code Violation							
Electronic Listening Devices	Removal of item		Removal of item				
Extortion							
False Accusations							
False Alarm							
Fighting							
Forgery/Falsification							
Gang Behavior							
Harassment/Intimidation/ Bullying							
Inappropriate Language							
Lying to Authorities							

1) Suspension can be reduced for alcohol or drug offense if:

- parent and student consent to a school-approved assessment program
- student attends at parent expense,
- student follows recommendation(s) for treatment.

2) Truancy Petition will be filed with the Juvenile Court System (through the Tahoma Truancy Board). Dependant upon individual circumstances based on intent/age.

**ELEMENTARY SCHOOL SANCTION RANGE CHART
(CONTINUED)**

Misconduct	Loss of Recess / Detention	School Service	In School Suspension	Short Term Suspension (1-5 days)	Long Term Suspension (6+ days)	Emergency Expulsion	Expulsion
Multiple Infractions							
Reckless Physical Behavior							
Theft							
Threats							
Trespassing							
Use/Possession of Tobacco Products							
Unauthorized Computer Use (Level 1 or Level 2) ¹	Removal of Network Account		Loss of Computer				
Vulgar or Lewd Conduct							
Weapons, Dangerous Instruments & Explosives							

- Law Enforcement Officials will be notified in all cases of possession and/or use of weapons, fire arms, or explosive devices. (See Policy & Procedure 3240)
 - Repetition of offenses would move up the sanction chart dependent upon WAC and/or Tahoma School District Policy.
- 1) Board Policy & Procedure 2022 will be followed.

EXCEPTIONAL MISCONDUCT

Exceptional misconduct means misconduct to 1) be of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective actions and/or punishment, as to warrant an immediate resort to short-term suspension, and/or 2) be so serious in nature and/or so serious in terms of the disruptive effect upon the operation of the school as to warrant an immediate resort to short-term suspension.

Exceptional Misconduct	Loss of Recess / Detention	School Service	In School Suspension	Short Term Suspension (1-5 days)	Long Term Suspension (6+ days)	Emergency Expulsion	Expulsion
Arson, assault/battery, extortion, theft, gambling, threats							
Possession, use or sale of drugs or alcohol, explosives, weapons and dangerous weapons							

Updated 6/8/04

MIDDLE SCHOOL SANCTION RANGE CHART

The shaded areas indicate a continuum of possible sanctions for certain misbehaviors. A less severe form of misbehavior would warrant a less severe sanction while more severe forms warrant more severe sanctions. District officials have the discretion to depart from the sanction chart in cases involving extenuating or exceptional circumstances. Special Education students are subject to recommendations of the Student Support and IEP Teams.

Misconduct	Lunch Detention	After School Detention	Friday Evening School	In-school Suspension (1-5 Days)	Short-term Suspension (1-10 Days)	Long-term Suspension (11-90 Days)	Emergency Expulsion	Expulsion
Academic Expectations								
Aggressive Behavior								
Alteration of Records								
Cellular Phones/Pagers/ Beepers/Walkie Talkies	Confiscation							
Cheating								
Closed Campus/Unauthorized Access								
Damage or Destruction of Property				Suspension until Restitution/School Service is Served.				
Defiance of School Authority								
Disruptive Conduct								
Dress Code Violation ^{1st}	Removal of item							
Additional Violations								
Electronic Listening Devices	Confiscation							
Extortion								
Fighting ¹								
Food	Confiscation							
Forgery/Falsification								
Gambling								
Hall Passes								
Harassment, Intimidation & Bullying								
Inappropriate Social Behavior								
Loitering								
Loitering in the Presence of Misconduct								
Lying to Authorities								
Misconduct w/Substitute Teacher								
Multiple Infractions								

Pursuant to WAC 180-40.

Updated 6/8/04

1) Suspension for fighting can be reduced if student agrees to participate in an anger-management student group through the counseling center.

**MIDDLE SCHOOL SANCTION RANGE CHART
(CONTINUED)**

Misconduct	Lunch Detention	After School Detention	Friday Evening School	In-school Suspension (1-5 Days)	Short-term Suspension (1-10 Days)	Long-term Suspension (11-90 Days)	Emergency Expulsion	Expulsion
Off-Campus Events	Subject to same regulations observed during school							
Plagiarism								
Reckless Physical Behavior								
Refusal to Identify Self								
Threats								
Attendance/Truancy*		1 st Parent Notified	2 nd Parent Conference Required	3 rd – 3 days				
Truancy				4 th – 5 days	5 th - 5 days & Attendance contract (Alternate program suggested)			
Tardies* 1 st – written warning		2 nd	3 rd	4 th – 2 days	Additional – 3 days			
Unauthorized Computer Use (Policy 2022)	Refer to Policy 2022							
Unauthorized Sales/ Distribution	Confiscation if failure to stop selling after request							
Vulgar/Lewd Conduct								

Pursuant to WAC 180-40.
Updated 6/8/04

* Truancy Petition will be filed with the Juvenile Court System (through the Tahoma Truancy Board).

♦ The middle level tardy policy is on a semester-based accrual system. Other misconduct infractions are accrued on an annual school year basis.

MIDDLE SCHOOL SANCTION RANGE CHART (CONTINUED)

Exceptional Misconduct

The Tahoma School Board recognizes and accepts the serious nature and potential harm to individual students and the significant disruption of the educational process for the following acts. Additional infraction(s), under Misconduct are accumulative on an annual school year basis from the date of the first violation. Exceptional Misconduct infractions are accumulated over a student's educational career. Exceptional misconduct means misconduct to 1) be of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective actions and/or punishment, as to warrant an immediate resort to short-term suspension, and/or 2) be so serious in nature and/or so serious in terms of the disruptive effect upon the operation of the school as to warrant an immediate resort to short-term suspension.

Exceptional Misconduct	Restitution	Friday Evening School	In-school Suspension (1-5 Days)	Short-term Suspension (1-10 Days)	Long-term Suspension (11-90 Days)	Emergency Expulsion	Expulsion
Alcohol/Chemical Substances ¹							
Alcohol/Chemical Substances ¹ (Distribution/Selling)							
Arson							
Assault/Battery							
Explosives							
False Alarm							
Gang Behavior (Per Policy 3245)							
Theft							
Tobacco - Possession, Distribution and/or Use ²			1 st - 3 Days	2 nd - 5 days 3 rd - 10 days			
Weapons and Dangerous Instruments							
Repeated Violations of Exceptional Misconduct							

Pursuant to WAC 180-40.
Updated 06/08/04

1) Suspension is reduced to a ten (10)-day home suspension for alcohol or drug offense if:

- parent and student consent to a school-approved assessment program
- student attends at parent expense,
- student follows recommendation(s) for treatment.

2) If parent and student consent to a school-approved counseling or treatment program that the student attends, at parent expense, and if student follows recommendation(s) for treatment, suspension would be reduced to five (5) day home suspension

JUNIOR HIGH SCHOOL SANCTION RANGE CHART

The shaded areas indicate a continuum of possible sanctions for certain misbehaviors. A less severe form of misbehavior would warrant a less severe sanction while more severe forms warrant more severe sanctions. District officials have the discretion to depart from the sanction chart in cases involving extenuating or exceptional circumstances. Special Education students are subject to recommendations of the Student Support Team.

Misconduct	Closed Lunch	After School Detention	Friday or Saturday School	In-School Suspension (1-5 Days)	Short-Term Suspension (1-10 Days)	Long-Term Suspension (11-90 Days)	Emergency Expulsion	Expulsion
Academic Expectation		HWC						
Alteration of Records								
Cell Phones/Pagers/ Beepers		Confiscation						
Cheating		0 on Assignment	0 on Assignment	F for Term	F for Semester			
Closed Campus/ Unauthorized Areas								
Damage or Destruction of Property (Vandalism)			Restitution					
Defiance of School Authority								
Disruptive Conduct								
Dress Code Violation								
Electronic Listening Devices/ Cameras in Class								
Extortion								
False Accusations								
False Alarm								
Failure to Return Signed Infraction								
Failure to Serve Infraction								
Food or Gum								
Forgery/Falsification								

Pursuant to WAC 180-40.
Updated 07/05/05

JUNIOR HIGH SCHOOL SANCTION RANGE CHART (CONTINUED)

Misconduct	Closed Lunch	After School Detention	Friday or Saturday School	In-School Suspension (1-5 Days)	Short-Term Suspension (1-10 Days)	Long-Term Suspension (11-90 Days)	Emergency Expulsion	Expulsion
Gambling								
Hall Passes								
Harassment								
Inappropriate School Behavior								
Loitering								
Loitering in the Presence of Misconduct								
Lying to Authorities								
Misconduct w/Substitute Teacher								
Multiple Infractions					Behavior Contract			
Non-suit		3,4,5						
Off Campus Events	Subject to same regulations observed during school							
Plagiarism		Loss of credit	on assignment	Loss of credit	for quarter			
Profanity/Obscene Gesture								
Reckless Physical Behavior								
Refusal to Identify Self								
Tardies		2 nd	3 rd	4 th 2 days	5 th 3 days			
Truancy/Attendance		1 st	1 st - 2 nd Attendance Contract	3 rd - 4 th MV Truancy Board	5 th 3 days			

Pursuant to WAC 180-40.
Updated 07/05/05

JUNIOR HIGH SCHOOL SANCTION RANGE CHART
(CONTINUED)

Misconduct	Closed Lunch	After School Detention	Saturday School	In-School Suspension (3-5 Days)	Short-Term Suspension (1-10 Days)	Long-Term Suspension (11-90 Days)	Emergency Expulsion	Expulsion
Unauthorized Computer Use – Level 1			Remove Internet	No computer				
Unauthorized Computer Use – Level 2		Remove internet	No computer					
Unauthorized Sales/Distribution								
Vulgar/Lewd Conduct								

Pursuant to WAC 180-40.
 Updated 07/05/05

JUNIOR HIGH SCHOOL SANCTION RANGE CHART (CONTINUED)

Exceptional Misconduct

Exceptional misconduct means misconduct to 1) be of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective actions and/or punishment, as to warrant an immediate resort to short-term suspension, and/or 2) be so serious in nature and/or so serious in terms of the disruptive effect upon the operation of the school as to warrant an immediate resort to short-term suspension.

Exceptional Misconduct	Saturday School	In-School Suspension (3-5 Days)	Short-Term Suspension (1-10 Days)	Long-Term Suspension (11-90 Days)	Emergency Expulsion	Expulsion
Aggressive Behavior						
Alcohol/Chemical Substances ¹			20 Days ¹			
Alcohol/Chemical Substances ¹ (Selling/Distributing)						
Arson						
Assault/Battery			3 Days ²			
Behavior Contract						
Explosives						
Fighting						
Gang Behavior (Policy 3245)						
Intimidation & Bullying						
Theft						
Threats						
Tobacco		3 Days ³	5 Days			
Weapons & Dangerous Instruments						
Repeated Violations of Exceptional Misconduct						

Pursuant to WAC 180-40.
Updated 07/05/05

¹ Suspension is reduced to a ten (10)-day home suspension for alcohol or drug offense if:

- parent and student consent to a school-approved assessment program
- student attends at parent expense,
- student follows recommendation(s) for treatment.

² Suspension for fighting can be reduced if student agrees to participate in an anger-management student group program.

³ Suspension for tobacco offense can be reduced if student agrees to participate in a tobacco cessation program.

It is the responsibility of the student to make arrangements to turn in missing work when they return from a 1-3 day suspension. Homework will be available upon request for suspension of 4 to 10 days.

SENIOR HIGH SANCTION RANGE CHART

NOTE: The shaded areas indicate a continuum of possible sanctions for certain misbehaviors. A less severe form of misbehavior would warrant a less severe sanction while more severe forms warrant more severe sanctions. District officials have the discretion to depart from the sanction chart in cases involving extenuating or exceptional circumstances. Special Education students are subject to recommendations of the Student Support Team.

Misconduct	After School Detention	Saturday Discipline¹	In-school Suspension Center	Short-term Suspension (1-10 days)	Long-term Suspension (11-90 days)	Emergency Expulsion	Expulsion
Academic Expectation							
Alteration of Records							
Cell phones/Pagers/Beepers/Walkie Talkie	Confiscate for the day	Confiscate and return to a parent only					
Cheating	1 st 2 nd	Loss of credit on assignment Loss of credit for the grading period					
Closed Campus/Unauthorized Areas		1 st Offense	2 nd Offense	3 rd and Subsequent Offenses			
Damage or Destruction of Property							
Defiance of School Authority							
Dress Code Violation 1 st - Change to appropriate attire Add'l - See Multiple Infractions							
Electronic Listening Devices	Confiscate for the day	Confiscate and return to a parent only					
Extortion							
False Accusations							
Forgery/Falsification							
Gambling							
Hall Passes							
Inappropriate Social Behavior							
Loitering							
Loitering in the Presence of Misconduct							
Lying to Authorities							

Pursuant to WAC 180-40.
Updated 6/8/04

¹ Students who arrive late or fail to attend/complete the Saturday Discipline Day are subject to having closed lunch and/or having their parking pass revoked until the Saturday Discipline Day is served. Students who repeatedly fail to attend/complete the closed lunch and/or Saturday Discipline Day may be subject to other corrective action including 3 days of In School suspension and other progressive discipline.

SENIOR HIGH SANCTION RANGE CHART (CONTINUED)

Misconduct	After School Detention	Saturday Discipline ¹	In-school Suspension Center	Short-term Suspension (1-10 days)	Long-term Suspension (11-90 days)	Emergency Expulsion	Expulsion
Misconduct with Sub. Teacher							
Multiple Infractions							
Plagiarism	1 st 2 nd	Loss of credit for the grading period Loss of credit for the semester					
Reckless Physical Behavior							
Refusal to Identify Self							
Unauthorized Computer Use (Level 1)	1 st Offense	2 nd Offense – Removal of network account					
Unauthorized Computer Use (Level 2)		Removal of network account					
Unauthorized Sales/Distribution							
Vulgar/Lewd Conduct							
Truancy/Attendance • Referral to Community Truancy Board at the 5th truancy	1 st	2nd	3rd – 1 day 4th – 2 day 5 th – 3 day				

Pursuant to WAC 180-40.
Updated 6/8/04

Addendum to Senior High School Sanctions Chart

Parking Infraction	1 st – Written warning on vehicle, 2 nd - \$15 ticket, 3 rd - \$20 ticket, 4 th - \$25 ticket, 5 th – Vehicle towed at owner’s expense and parking pass revoked.
Tardies	0-2 = No effect, 3-4 = 2% of grade per tardy, 5 th = Administrative referral/parent conference

¹ Students who arrive late or fail to attend/complete the Saturday Discipline Day are subject to having closed lunch and/or having their parking pass revoked until the Saturday Discipline Day is served. Students who repeatedly fail to attend/complete the closed lunch and/or Saturday Discipline Day may be subject to other corrective action including 3 days of In School suspension and other progressive discipline.

SENIOR HIGH SANCTION RANGE CHART (CONTINUED)

Exceptional Misconduct

The Tahoma School Board recognizes and accepts the serious nature and potential harm to individual students and the significant disruption of the educational process for the following acts. Additionally, the Ad Hoc Citizen's Committee recommends these sanctions for the following exceptional misconduct. Additional infraction(s), under Misconduct are accumulative on an annual school year basis from the date of the first violation. Exceptional Misconduct infractions are accumulated over a student's educational career. Exceptional misconduct means misconduct to 1) be of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective actions and/or punishment, as to warrant an immediate resort to short-term suspension, and/or 2) be so serious in nature and/or so serious in terms of the disruptive effect upon the operation of the school as to warrant an immediate resort to short-term suspension.

Exceptional Misconduct (Law enforcement may be notified in all cases)	After School Detention	Saturday Discipline	In-school Suspension Center	Short-term Suspension (1-10 days)	Long-term Suspension (11-90 days)	Emergency Expulsion	Expulsion
Aggressive Behavior							
Alcohol/Chemical Substances	1 st 2 nd			20 Day (a)			
Alcohol/Chemical Substances (Distribution/Selling)							
Arson							
Assault/Battery							
Disruptive Conduct							
Explosives							
False Alarm							
Fighting							
Gang Behavior (Per Policy 3245)							
Harassment, Intimidation & Bullying							
Multiple Infractions							
Profanity/Obscene Gestures Directed at a Staff Member							
State Law Violations							
Theft							
Threats							
Tobacco			1 st offense 3 Day (b)	2 nd offense 10 Day (c)	3 rd offense		
Weapons/Dangerous Instruments							

(a) If parent and student consent to a school-approved assessment program that the students attends, at parent expense, and if student follows recommendation(s) for treatment, suspension would be reduced to a ten (10) day home suspension.

(b) Students will be provided with an anti-smoking educational packet to be completed during in-school suspension.

(c) If parent and student consent to a school-approved counseling or treatment program that the student attends, at parent expense, and if student follows recommendation(s) for treatment, suspension would be reduced to five (5) day home suspension Pursuant to WAC 180-40.

Updated 6/8/04

MAPLE VALLEY HIGH SCHOOL SANCTION RANGE CHART

NOTE: The shaded areas indicate a continuum of possible sanctions for certain misbehaviors. A less severe form of misbehavior would warrant a less severe sanction while more severe forms warrant more severe sanctions. District officials have the discretion to depart from the sanction chart in cases involving extenuating or exceptional circumstances. Special Education students are subject to recommendations of the Special Education Department.

Misconduct	Warning	Parent Call or Letter	Take a Day & Parent Call	Make Up Work or Points Added to Goal	MVHS Service 2-3 pm	Parent Meeting	1 Hour Contact	Reapply – 20 school days	In School Suspension	Short Term Suspension (1-10 days)	Long Term Suspension (11-90 days)	Emergency Expulsion	Expulsion
Academic Expectation													
Alteration of Records													
Cell phones/Pagers/Beepers/Walkie Talkies	1 st offense	2 nd – confiscate for the day				3 rd – Pick up by parent							
Cheating	1 st offense = loss of credit on assignment 2 nd offense = loss of class credit (retake class)												
Closed Campus/Unauthorized Areas													
Damage or Destruction of Property													
Defiance of School Authority													
Dress Code Violation 1 st = change to appropriate attire Add'l = see multiple infractions	1 st offense	2 nd	3 rd			4 th							
Electronic Listening Devices	Students may use, but not disrupt others												
Extortion													
False Accusations													
Forgery/Falsification													
Inappropriate Social Behavior													
Loitering													
Loitering in the Presence of Misconduct													
Lying to Authorities													
Misconduct with Sub. Teacher													
Multiple Infractions													
Plagerism	1 st offense = warning/explain 2 nd = loss of credit on assignment 3 rd = loss of credit for class (retake class)												

Pursuant to WAC 180-40.
Updated 10/20/04

**MAPLE VALLEY HIGH SCHOOL
 SANCTION RANGE CHART (CONTINUED)**

Misconduct	Warning	Parent Call or Letter	Take a Day & Parent Call	Make Up Work or Points Added to Goal	MVHS Service 2-3 pm	Parent Meeting	1 Hour Contact	Reapply – 20 school days	In School Suspension	Short Term Suspension (1-10 days)	Long Term Suspension (11-90 days)	Emergency Expulsion	Expulsion
Reckless Physical Behavior													
Refusal to Identify Self													
Unauthorized Computer Use	1 st offense	2 nd = remove internet access 3 rd = remove network account (per board policy 2022)											
Unauthorized Sales/Distribution													
Vulgar/Lewd Conduct													
Truancy/Attendance <ul style="list-style-type: none"> Referral to Community Truancy Board per district policy 													

Addendum to Maple Valley High School Sanctions Chart

Driving Infraction	1 st = Warning	2 nd = Loss of driving privilege on campus for two weeks
Tardies	1 to 15 minutes = 1 point added to minimum goal requirement 16 minutes or more = 2 points added to minimum goal requirement	

MAPLE VALLEY HIGH SCHOOL SANCTION RANGE CHART (CONTINUED)

Exceptional Misconduct

The Tahoma School Board recognizes and accepts the serious nature and potential harm to individual students and the significant disruption of the educational process for the following acts. Additionally, the Sanctions Committee recommends these sanctions for the following exceptional misconduct. Additional infraction(s), under Misconduct are accumulative on an annual school year basis from the date of the first violation. Exceptional Misconduct infractions are accumulated over a student's educational career. Exceptional misconduct means misconduct to 1) be of such frequent occurrence, notwithstanding past attempts of district personnel to control such misconduct through the use of other forms of corrective actions and/or punishment, as to warrant an immediate resort to short-term suspension, and/or 2) be so serious in nature and/or so serious in terms of the disruptive effect upon the operation of the school as to warrant an immediate resort to short-term suspension.

Exceptional Misconduct (Law enforcement may be notified in all cases)	Warning	Parent Call or Letter	Take a Day & Parent Call	Make Up Work or Points Added to Goal	MVHS Service 2-3 pm	Parent Meeting	1 Hour Contact	Reapply – 20 school days	In School Suspension	Short Term Suspension (1-10 days)	Long Term Suspension (11-90 days)	Emergency Expulsion	Expulsion
Aggressive Behavior													
Alcohol/Chemical Substances											1)		
Alcohol/Chemical Substances (Distribution/Selling)													
Arson													
Assault/Battery													
Disruptive Conduct													
Explosives													
False Alarm													
Fighting													
Gang Behavior (per Policy 3245)													
Harassment, Intimidation & Bullying					3)								
Multiple Infractions													
Profanity/Obscene Gestures Directed at a Staff Member													
State Law Violations (authorities notified)													
Theft													
Threats													
Tobacco ²	1 st Offense				2 nd 2)				3 rd	4 th			
Weapons/Dangerous Instruments													

1) If parent and student consent to a school-approved assessment program that the student attends, at parent expense, and if student follows recommendation(s) for treatment, suspension would be reduced to a ten (10) day home suspension.

2) Students will be provided with an anti-smoking educational videoviewing and must complete 2 pages handwritten report during 2:00 – 3:00 p.m. timeframe on a date set by staff.

3) Student watches harassment/bullying video and writes a two page handwritten report during 2:00 – 3:00 p.m. timeframe on a date set by staff.

Pursuant to WAC 180-40.

Updated 10/20/04