

ILLINOIS MATHEMATICS AND SCIENCE ACADEMY®

**SECTION J
STUDENTS**

STUDENT DISCIPLINE

The Academy is a pioneering educational community. Students are invited here to learn to think clearly and act wisely. Enrolling in the Academy entails responsibility. All students are expected to contribute to the well-being of the community and to accept personal responsibility for their own actions.

The Academy invests seriously and significantly in the human potential of each student. In turn, students are expected to comport themselves at a high level of appropriate behavior and performance. High expectations for moral and ethical behavior parallel those for high academic achievement. Ultimately, the Academy expects students to be and become self-disciplined, ethical leaders.

IMSA is a remarkable setting with extraordinary opportunities for students to discover their own goodness and genius. Being a member of the IMSA community entails the responsibility to act in accordance with community expectations and values, such as truthfulness, compassion, fairness and respect for self, others and the community itself.

The Discipline Policy is one mechanism which helps ensure the health, safety and welfare of each member of the Academy community. The responsibility to foster a safe learning community supersedes individual's desires to behave outside the boundaries of acceptable behavior. The discipline policy is written to articulate clear boundaries for student behavior, identify behaviors for which disciplinary action is possible and sets forth a progressive disciplinary process.

When implementing the Discipline Policy, Academy staff will:

- Apply policy and procedures fairly and equitably;
- Follow the established investigation guidelines;
- Help students learn and grow;
- Set high standards for student behavior;
- Balance individual and community rights.

Discipline is a means of fostering the growth of students toward maturity and responsibility. The primary objective of the Academy's disciplinary policy is to maintain a responsible, safe and orderly environment in which learning can be maximized. The goal of disciplinary action is to correct and modify unacceptable behavior and where appropriate to apply consequences for unacceptable behavior.

The Academy recognizes there may be occasions when students will not act responsibly and maturely, will violate the standards of acceptable behavior and will breach the policies and expectations of the Academy. When a student displays irresponsible behavior, he/she will be

subject to disciplinary action. Depending upon the degree of irresponsibility and the number of incidents in which a student has been involved, a student may receive penalties ranging from the limitation of social privileges to dismissal from the Academy. Students who engage in gross misconduct, multiple violations in one incident, or a pattern of violations likely will be dismissed from the Academy. Students, who engage in serious violations of policy which do not result in dismissal, should expect to be suspended with significant additional conditions. In the event that they are allowed to remain a member of the community, they should expect to serve the Academy and meet the highest expectations for behavior.

CODE OF CONDUCT

The Academy expects each student to conduct himself/herself responsibly and maturely, to respect the rights and property of others, and to participate in the community process of ensuring that the Academy is a unique educational experience. Each student is expected:

- To respect the rights of every student, staff, and visitor to the Academy.
- To not say or write any defamatory or obscene remarks, make statements damaging others, or statements that are harassing to others.
- To be on time and present in all assigned classes and activities with necessary materials.
- To maintain the best possible level of work in classes and activities.
- To behave in ways that do not interfere with the education of others, and which do not interfere with the educational process of the Academy.
- To know and follow the applicable policies and expectations of the Academy as set forth in the Student/Parent Handbook and by Academy staff.
- To obey all federal, state, and local laws or ordinances on Academy property or while under the jurisdiction of the Academy.
- To respect all staff members' authority to maintain reasonable behavior while under the jurisdiction of the Academy.
- To respect one's self and others, and behave in a manner that acknowledges the responsibility associated with attending the Academy.

Procedures for Informing Parents and Students of Discipline Policy, Procedures and Information

- A copy of the Academy's discipline policy and procedures will be provided for parents/guardians prior to the beginning of the fall semester.
- At the Summer Orientation sessions for incoming sophomores and their parents, discussion sessions on the discipline policy and procedures will be held.
- A Student/Parent Handbook will be distributed at the beginning of the fall term to all students and parents. Parents and student will be required to sign a form indicating that they have received a copy of the Student/Parent Handbook and are responsible for the contents within.
- Each school year, parent discussion sessions will be held on the discipline policy and procedures.
- Annually, a specific orientation period will be set aside for staff to orient the student to the discipline policy and procedures.
- At least once each academic semester, the Academy will inform parents and students, as legally permissible, of relevant disciplinary incidents and other information, i.e. trends, history.

Discipline Violations

Disciplinary action is used to help bring positive changes in behavior, to teach responsibility and accountability, and to promote respect for the rights of others. In taking disciplinary action, staff members will exercise their best professional judgment, will observe all applicable laws and Academy policies, and will demonstrate a fair and just attitude towards all students. Disciplinary action will be applied in a fair, non-discriminatory manner.

There are three levels of discipline violations, each with appropriate sanctions. Specific misbehavior is categorized into each level, depending upon its seriousness and/or repetitiveness. Students are advised that law enforcement agencies may be notified of student misconduct. For certain violations, including drug and weapons violations, it is a legal requirement that the Academy notify law enforcement agencies of the student's misconduct including notification of law enforcement agencies in compliance with the Drug Free Schools Act and the Weapons Free School Act.

Tier I

Tier I violations are the incidents that impinge on the daily function of Academy life. It is expected that the staff members will discipline the student, the goal being to correct and modify unacceptable behavior.

Examples of Tier I Infractions include but are not limited to:

- Public display of affection;
- Behavior or language that is vulgar, obscene, rude, or disrespectful;
- Late for check;
- Failure to complete housekeeping (room inspections, wing and hall responsibilities);
- Violation of quiet hours;
- Violation of in-room (but still remaining within the hall);
- Violation of sign-out (failing to sign out);
- Violation of study hours;
- Unauthorized pets (except small fish);
- Breach of visitation regulations for off-campus guests;
- Propping of wing doors without permission;
- Unauthorized possessions of Student Keys or FOBS;
- Violation of intervisitation guidelines (permissions was granted);
- Inappropriate dress (i.e. shoes not worn in the Main building, lack of clothes a distraction to the learning environment);
- Wearing of clothing or displaying materials that promote/advertise tobacco, alcohol, other illegal/inappropriate chemical substances or sexually suggestive content;
- Cellular phone usage within the Main Building (see phone use guidelines);
- Violations of safety procedures in the labs or on field trips;
- Violation of the Acceptable Use Policy for IMSA IT Resources (except for violations listed in Tier II and Tier III);
- Intentional misuse of Academy equipment (i.e. telephones, cable TV system, cafeteria utensils, cafeteria dishes, furniture);
- Taking unauthorized food from the cafeteria (i.e. taking more food than can reasonably be consumed at meal time by a person);
- Leaving food, trays, and/or utensils on tables in the cafeteria.

Sanctions may include (but not be limited to):

- Verbal warning;
- Work assignment (including work service and community service);
- Recommendation for Counseling;
- Loss of cellular phone, In-Room Network (IRN), IMSA computer account;
- Loss of residential privileges (i.e. off-campus sign-out, intervisitation, in-room extension, adjust study hours, ordering food, overnight guests);
- Miscellaneous sanctions: (including but not limited to) extension of housekeeping, clean-up detail, early check, monitored study hours, removal of TV and/or appliances from the wing commons area, attendance at extra-curricular activities such as dances or clubs, senior week activities, athletic activities or events;
- Miscellaneous academic sanctions (faculty only): (including but not limited to) unexcused absence, zero for an assignment, reduced grade for an assignment;
- Discipline assignment.

For Tier I infractions, the student will have no right to a formal hearing, no right to a detailed written summary of charges and no right to an appeal hearing.

Procedures

All Tier I violations can be addressed and handled by any Academy Personnel. The individual staff member will verbally notify the student of the violation, allow the student an opportunity to provide an explanation and inform the student of the consequences. The staff member (not including faculty or resident counselors) may request assistance from a member of the Student Life office.

Parents will be notified of the sanction if the length of the sanction is more than one day. If there is a history of repeated offenses for the same infraction in which parents have been notified at least twice, the next violation of that infraction will move the incident to Tier II-A.

Tier II

Tier II infractions are incidents that are harmful to oneself and/or others, which involve a disregard of the Code of Conduct as part of the Academy community, or that involve disrespect for members of the Academy community or the property of others. The goal is to correct and modify unacceptable behavior and attitudes.

Examples of Tier II infractions include but are not limited to:

II-A

- Knowingly furnishing false information or lying to a staff member;
- Engagement in academic dishonesty including, but not limited to plagiarism, copying someone else's work, giving or receiving help during an examination, obtaining copies of tests or scoring devices prior to an examination – first violation. Reference "Academic Behavior Code" in the handbook;
- Knowingly allowing unauthorized individual(s) into the buildings;
- Use of another Student ID for meals or other uses;
- Physical altercation (included but not limited to rough-housing, scuffle, horse-play);
- Propping of exterior entrance doors without permission;
- Unauthorized possession or use of automobiles while under the jurisdiction of the Academy;

- Theft of, or damage to, State or personal property (including electronic)
- Refusal or failure to comply with the reasonable instructions or directives of any Academy personnel in the performance of his/her duties;
- Unauthorized possession of souvenir paraphernalia (corn pipe, lighter still in package, decorative shot glass);
- Repeated Tier I infractions as set forth in Tier I section (per semester).

II-B

- Breach of curfew (outside the residential hall after check without permission);
- Violation of intervisitation guidelines without permission;
- Knowingly leaving campus without permission;
- Theft of, or damage to, State or personal property (including electronic);
- Purchase, use/possession, sale distribution of tobacco, or smoking materials on school property or at any school activity or while under the jurisdiction of the Academy;
- Unauthorized lighters, matches, open flames, and burning incense;
- Attempted, actual break-in, or unauthorized entry into Academy buildings, offices, or off-limit areas;
- Association with situation involving alcohol or drugs (not drinking or using but is part of the gathering);
- Multiple (3 or more) violations of any Tier II-A infractions during one incident;
- Second violation (cumulative over three years) of engagement in academic dishonesty including, but not limited to plagiarism, copying someone else's work, giving or receiving help during an examination, obtaining copies of tests or scoring devices prior to an examination. Reference "Academic Behavior Code" in the handbook;
- Second Tier II-A infraction (per year).

II-C

- Use/possession of alcohol, other illegal/inappropriate chemical substances or paraphernalia for drug use (See Chemical Use Policy for details);
- Second violation of purchase, use/possession, sale distribution of tobacco, or smoking materials on school property or at any school activity or while under the jurisdiction of the Academy;
- Violation of the Acceptable Use Policy for IMSA IT Resources (specifically: use of any information technology resource to threaten or harass others; appropriate, vandalize or otherwise abuse Academy owned equipment; operate any publicly available services on any information technology resources, Academy-owned or otherwise, without prior written approval of the IMSA C.I.O.; access a staff's account, private files or email without prior permissions from the owner);
- Theft of, or damage to, State or personal property (including electronic)
- Participation in any gang activity;
- Unauthorized use of Student Keys or FOBS;
- Unauthorized possession of staff keys;
- Tampering with or covering the smoke detector;
- Speech or action clearly inciting to immediate physical violence;
- Knowingly making or distributing any false or disruptive rumor, information or report, to another individual(s) through word of mouth, written or electronic materials, that is demeaning, threatening or harassing related to a person's or persons' race, gender, sexual activity or orientation, ethnic origin, religion, or disability;
- Malicious or harmful pranks (i.e. including but not limited to bullying, participating in or

- encouraging hazing, initiation acts);
- Sexual intimacy with another person including, but not limited to disrobing, petting, or intercourse while under the jurisdiction of the Academy;
- Third Tier II-A infraction or second Tier II-B (per year).

Sanctions will include (but not limited to):

- Tier II-A: Mandatory Formal meeting with student, (optional for parents) and Assistant Director of Student Leadership Development or designee, possible 1 academic day suspension, and extended Level 1 sanctions.
- Tier II-B: 3 academic day suspension and Tier I sanctions.
- Tier II-C: 5 academic day suspension and Tier I sanctions.
- Suspension (or a combination of suspensions with a maximum of 10 academic days).
- NOTE: for Chemical Use Policy infraction – if a student transports alcohol or drugs onto campus, an additional two academic day suspension will be added to the initial sanction.
- A combination of Suspension, Tier I sanction and/or restitution.
- A possible designation of egregious behavior (See Policy JO-Student Records).

Suspension

Suspension means the physical removal of the student from the Academy and that student's return to his/her home for a specified period of time. A record of the suspension will be kept on file in the student's temporary working file (located in the Student Life Office) for the remainder of the time the student is at the Academy.

The purpose of suspension, in addition to a consequence for the behavior, is to provide time away from the Academy for the student, with help from parents, to reflect on the incident, accept accountability for the behavior and hopefully learn from the experience so future disciplinary conferences will be unnecessary.

The Principal, the Director of Student Life, and the Associate Director of Student Life or their designees are authorized to suspend students from the Academy and all Academy functions for a specified period of time.

TIER II Procedures

The Principal, the Director of Student Life, and the Associate Director of Student Life or their designees serve as hearing officers and are authorized to implement formal discipline consequences.

The discipline procedures for all Tier II violations are as follows:

- A. When a Tier II incident is suspected, the staff member involved must document the incident. Parents will be notified when a suspected Tier II infraction has occurred. The Associate Director of Student Life is the primary Hearing officer (the Director of Student Life and the Assistant Director of Student Life: Residence Life will fill the role of primary Hearing officer as needed). Parents will be notified of the hearing and given the opportunity to attend in person or by conference call.
- B. In circumstances, when a student's presence on campus poses a danger to self, others or to property, or poses an on-going threat or disruption to the Academy, the student may be immediately suspended from the Academy. In such cases, the hearing will follow as soon as possible.
- C. At the hearing, the student will be provided a written description of the incident. The student

will be presented with the evidence and an explanation of the charges against him/her and be given an opportunity to respond to those charges. The Hearing Officer will meet with all students involved and conduct a thorough investigation.

- D. The results of the discipline hearing will be reported to the student in writing. The action will be reported as soon as possible by telephone and/or electronically to the parents or guardian of the student. Written notice will be sent to the parents or guardian within three (3) business days of the Hearing Officer's decision by a delivery system that ensures receipt. Such written report will contain a full statement of the reasons for the consequences and will reference the oral notice that was given to the parents of the right to appeal a determination of suspension.
- E. The student and/or the student's parents/guardian may request an opportunity to appeal the decision of suspension to the Principal or designee. The purpose of the appeal hearing is to:
- 1) determine whether the investigation verified the violation; and 2) determine whether the consequences are appropriate for the violation. Appeals must be filed within two (2) business days of receipt of the written notification of the suspension. The appeal hearing will be conducted by a committee chaired by the Principal or designee, which includes the student's College and Academic Counselor, Resident Counselor or other staff determined necessary based on the nature of the violation. The Principal or designee will make the decision with input from the committee members. At the hearing, the parents/guardian of the student, together with the student, may appear and discuss the consequences with the committee. An intentional absence from the scheduled conference of the person requesting the appeal constitutes a waiver of appeal. Within three (3) business days after the conference, the Principal or designee will render a decision on the appeal. The Principal or designee may uphold, modify, over-rule or craft a new consequence. The Principal or designee will determine whether the consequences remain in effect or are postponed until after the appeal is heard.
- F. Students are expected to complete all course work (exams, papers, readings, projects) and are responsible for course content while on suspension. However, Students are not allowed make-up privileges for in-class work such as laboratory experiences that occur and are completed while they are on suspension.
- G. If the suspension is changed (not given), any information about the suspension will be removed from the student's records, the student will be allowed to make up all class work within a reasonable time, and the Academy will provide reasonable help necessary for the student to make up the academic work missed.

Tier III

Tier III infractions endanger the welfare of the student and/or other members of the Academy community. Examples of Tier III infractions include but are not limited to:

Infractions

- Multiple (3 or more) violations of any Tier II-B or II-C infractions during one incident;
- Second violation of use/possession of alcohol, other illegal/inappropriate chemical substances, or paraphernalia for drug use;
- Third violation of purchase, use/possession, sale distribution of tobacco, or smoking materials on school property or at any school activity or while under the jurisdiction of the Academy;
- Third violation (cumulative over three years) of engagement in academic dishonesty including, but not limited to plagiarism, copying someone else's work, giving or receiving help during an examination, obtaining copies of tests or scoring devices prior to an examination. Reference "Academic Behavior Code" in the handbook;
- Theft of, or damage to, State or personal property (including electronic);

- Sale/distribution or intent to sell/distribute alcohol, other illegal chemical substances or drug paraphernalia while under the jurisdiction of the Academy;
- Tampering with fire, safety and security alarms and/or equipment (including but not limited to deactivating the system);
- Sexual assault or aggravated physical assault;
- Knowingly making a false alarm (i.e. fire, bomb threat);
- Violation of the “Acceptable Use Policy for IMSA IT Resources” (specifically: repeated violations; circumvent user authentication or security of any system on the IMSA network, or attempt to “hack” into any system to gain unauthorized access);
- Forgery and/or alteration of Academy documents (i.e. grades, transcripts, etc.);
- Sale, possession or use of weapons, including but not limited to firearms, ammunition, knives, chains, chemical sprays, explosives, fireworks, martial arts weapons, look alike weapons, or other objects used as a weapon;
- Unauthorized possession and use of staff keys;
- Fourth Tier II-A, third Tier II-B or second Tier II-C infractions during the course of a school year.

Sanctions

- Suspension for 10 academic days AND
- Dismissal Hearing
- A possible designation of egregious behavior (See Policy JO-Student Records).

TIER III Procedures (Dismissal)

Dismissal by the Principal means the permanent termination of the student’s attendance at the Academy. Only the Principal or designee may dismiss students and will do so only in accordance with the following procedures:

- A. When a Tier III incident is suspected, the staff member involved must document the incident. Parents will be notified when a suspected Tier III infraction has occurred. The Assistant Director of Student Leadership Development is the primary Hearing officer (the Director of SLD and the Coordinator of Residence Life will fill the role of primary Hearing officer as needed). Parents will be notified of the hearing and given the opportunity to attend in person or by conference call.
- B. In circumstances, when a student’s presence on campus poses a danger to self, others, or to property or poses an ongoing threat or disruption to the educational process, the student may be immediately suspended from the Academy. In such cases, the hearing will follow as soon as possible.
- C. At the hearing, the student will be provided a written description of the incident. The student will be presented with and receive copies of the evidence and an explanation of the charges against him/her and given an opportunity to respond to those charges. The Hearing Officer will meet with all students involved and conduct a thorough investigation.
- D. After careful evaluation, the Hearing Officer will determine if a Tier III infraction has occurred. The Hearing Officer will make a determination within one business day of completion of the investigation. If a Tier III violation has been determined, it will immediately be forwarded to the Principal for a dismissal hearing, with oral and written notification provided to the student and parent. Along with such notification the student and parent will receive copies of the documents that were relied upon to make the determination, unless they have been previously provided. The dismissal hearing must be scheduled by the parent within three business days of oral notification to the parents of the Hearing Officer’s determination. The

dismissal hearing will take place no more than seven days after the oral notification to the parents of the Hearing Officer's determination unless the parents request additional time.

- E. The student will be provided written notice of the charges in a dismissal hearing with the Dismissal Committee chaired by the Principal or designee. The student will be given an explanation of the evidence against him/her and an opportunity to present his/her version of the incident. At the hearing, the student:
- Has the right to a legal counsel at his/her own expense;
 - Has the right to make a statement or present witnesses on his/her own behalf;
 - Has the right to review and receive copies of any documents being used as part of the decision for dismissal. (The right to review documents is subject to the Academy's responsibility to delete any material protected by the Illinois School Student Records Act.)
- F. During the time that the dismissal process is taking place, the student will be suspended.
- G. The Dismissal Committee will consist of the Principal (or designee), the College and Academic Counselor, the Resident Counselor, one faculty member, Committee members will be selected by the Principal for each individual hearing. The teacher will be one of the student's instructors.
- H. The Principal or designee will make the decision based on the infractions cited, the documents and testimony provided during the hearing and input from the committee members and other staff determined necessary based on the nature of the violation. Only the following persons may attend the hearing: The student and his/her parents/guardian and/or legal counsel; Witnesses; Principal, other Academy personnel deemed appropriate by the Principal, and Academy legal counsel. Officials of the Academy or its legal counsel, the student, his/her legal counsel, and/or his/her parents/guardian, and the Principal have the right to question witnesses. No student(s) testimony will be used as the sole evidence against another student in a dismissal hearing.
- I. The Principal will inform the student and parents whether the student is to be dismissed from the Academy and of the right to an appeal hearing with the Board of Trustees or its designee. The Principal will make his/her decision within three business days of the hearing. If the Principal elects to dismiss the student, the Principal will notify the student and his/her parents/guardian by a delivery system that ensures receipt within three business days after the decision is made.
- J. The student and/or his/her parents/guardian may appeal the Principal's decision to the Board of Trustees of the Academy by filing a written request to the Board of Trustees wherein they request to appear before the Board of Trustees or its designee. The written request must be made within two business days of receiving written notice of the Principal's decision. Upon receipt of an appeal, the Chairman of the Board of Trustees will designate a committee of not less than three Trustees to review the student's appeal. The Chair of the Appeal Committee will be named by the Chairman, and that Chair will set a time and place for the appeal. As an alternative, upon receipt of an appeal, the Chairman of the Board of Trustees may designate a hearing examiner to review the student's appeal on the Board's behalf. In this case, the hearing examiner will set a time and place for the appeal. The student and his/her parent/guardian, and attorney if applicable will be notified of the time and place for the appeal. An intentional absence from the scheduled conference of the person requesting the appeal constitutes a waiver of appeal.
- K. The review before the Board of Trustees appeal committee or designated hearing examiner will be limited to the student and his/her parents/guardian and/or legal counsel appearing before the designated committee of the Board of Trustees or hearing examiner, and making whatever statement they choose. The student, his/her parents/guardian and representative will have no right to present witnesses, or cross-examine witnesses or Academy personnel. The Principal or designee will present all the documentation taken into consideration in determining the

dismissal decision to the Board or its designee, and the Board or its designee may seek additional input in deliberations from Academy staff. If the Board receives such additional input, the student, his/her parents or guardian and representative will be provided a timely opportunity to respond to such input. If new charges or evidence are found before the Dismissal Appeals Hearing, the information will immediately be given to the student and the Dismissal Committee to review and act on in accordance with those sections applicable to the dismissal process, starting with section E.

- L. Appeals of other consequences imposed at the time of the recommendation of dismissal will be considered by the Board or its designee in conjunction with hearing the appeal on dismissal.
- M. The decision of the Board of Trustees' Appeal Committee or the designated hearing examiner is final.
- N. In the event that the dismissal and preceding suspension are reversed entirely, the student will be allowed a reasonable time to make up academic work and the Academy will provide the student with reasonable help to make up work missed. If reversed, information will be removed from the student's permanent record. If the dismissal is changed to a lower consequence, the student will have make-up privileges as specified in item E of the Formal Discipline procedures.

Chemical Possession and Use Policy

The following minimum consequences regarding chemical possession and use by IMSA students will be imposed with the sole intent of providing a healthier and safer school environment for our students. Chemical use violations will accumulate throughout a student's three years of high school. Additional sanctions may be imposed by the sponsor/coach regarding participation in extra-curricular activities

ALCOHOL/DRUG

Each of the following individual infractions: use, /possession of alcohol, other illegal/inappropriate chemical substances, or paraphernalia for drug use, will, at the minimum, result in the following sanctions:

"Use" means consumption of, or being under the influence of alcohol, other illegal/inappropriate chemical substances while under the jurisdiction of the Academy.

"Alcohol, Other Illegal, Inappropriate Chemical Substances" are defined to include all alcoholic liquor; all controlled substances under the Controlled Substance Act except when prescribed for the student by a licensed physician; cannabis under the Cannabis Control Act; any "look-alike" substance; inhalants and mood altering chemicals.

"Possession" includes the use of the student's person, clothing, and supplies, as well as Academy lockers, desks, or other Academy property including the student's room for the storage of illegal/inappropriate chemical substances. The production of or attempted production of alcohol or illegal/inappropriate chemical substances is also considered possession.

"Paraphernalia" includes: empty alcohol bottles or cans, and drug articles including pipes, papers, or other materials used for drug use, storage or disguising use.

1st Offense

- Five academic day suspension.
- A drug/alcohol assessment.

- The family must contact the Academy's Student Assistance Program (SAP) Coordinator to arrange the assessment.
- The family must sign a release allowing the assessor, the Academy Hearing Officer and the SAP Coordinator to exchange information regarding the incident and subsequent assessment. Results from the drug testing and assessment must be provided.
- The family must complete the assessment prior to returning to the Academy. Parents/Students are responsible for the cost of any recommendations made following the assessment.
- The family must work in cooperation and in a timely fashion with the SAP Coordinator to follow through with all of the recommendations of the assessment.
- The student must complete the assessment and subsequent follow-up. Failure to do so will result in a dismissal hearing.

The transportation of alcohol, other illegal/inappropriate chemical substances, or paraphernalia for drug use on Academy grounds will compound the use/possession offense and will result in an additional two academic day suspension.

2nd Offense

Ten academic day suspension and dismissal hearing.

TOBACCO

The purchase, use/possession, sale, distribution of tobacco, or smoking materials on school property or at any school activity, or when under the jurisdiction of the Academy will result in the following minimum sanctions:

"Possession" includes the use of the student's person, clothing, and supplies, as well as Academy lockers, desks, or other Academy property including student's room for the storage of smoking materials.

"Paraphernalia" includes: lighters, matches, cigarettes, chewing tobacco, cigars, pipes, and wrapping papers.

1st Offense

- Three academic day suspension;
- A drug/alcohol assessment.
 - The family must contact the Academy's Student Assistance Program (SAP) Coordinator to arrange the assessment.
 - The family must sign a release allowing the assessor, the Academy Hearing Officer and the SAP Coordinator to exchange information regarding the incident and subsequent assessment. Results from the drug testing and assessment must be provided.
 - The family must complete the assessment prior to returning to the Academy. Parents/Students are responsible for the cost of any recommendations made following the assessment.
 - The family must work in cooperation and in a timely fashion with the SAP Coordinator to follow through with all of the recommendations of the assessment.
- The student must complete the assessment and subsequent follow-up. Failure to do so will result in a dismissal hearing.

2nd Offense

- Five academic day suspension.
- A drug/alcohol assessment at a site approved by the SAP.
- The family must contact the Academy's SAP Coordinator to arrange the assessment.
- The family must sign a release allowing the assessor, the Academy Hearing Officer and the SAP Coordinator to exchange information regarding the incident and subsequent assessment.
- The family must complete the assessment prior to returning to the Academy. Parents/Students are responsible for the cost of any recommendations made following the assessment.
- The family must work in cooperation and in a timely fashion with the SAP Coordinator to follow through with all of the recommendations of the assessment.
- The student must complete the assessment and subsequent follow-up. Failure to do so will result in a dismissal hearing.

3rd Offense

Ten academic day suspension and dismissal hearing.

CO-Curricular Activities and Athletics

Involvement in incidents resulting in formal discipline consequences will impact participation in Board-approved CO-curricular activities and athletic contest and games as per the "Contract for Participation in CO-curricular/Athletic Code".

Corporal Punishment

Corporal punishment as a response to the misconduct of a student is expressly prohibited.

Implementation of Student Discipline Policy

The Principal will ensure the implementation of this policy, and may promulgate such rules and guidelines necessary to implement such procedures.

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