

2026-2027 B.P.S.B. Discipline Policy

VISITORS TO THE SCHOOL

1. Parents of school children, school officials and other Beauregard Parish officials are always welcome.
2. Parents are requested to make an appointment to see a member of the faculty, staff or an administrator.
3. **All parents and other visitors must report to the main office to receive a visitor's pass.**
4. The school policy is to accept only those visitors who have legitimate business at the school. **Parents and other visitors must first verify who they are and their purpose for being in the school before going into any part of the school facility.**
5. Students may not bring students from other schools on the school campus during instructional time for the purpose of visiting.
6. Visitor passes will not be issued during school-wide examinations.
7. **An administrator may refuse to issue a visitor's pass any time he/she feels it is in the best interest of the school to do so.**
8. Anyone appearing on the school campus who does not meet the criteria indicated above will be required to get written permission from the Superintendent's office in order to visit the school.
9. **Any person found on the school grounds without permission is trespassing and subject to arrest by law enforcement authorities.**

DISCIPLINE

The administration and faculties of Beauregard schools are proud to be associated with all students in our schools. **The ultimate responsibility for student behavior rests with the student and his/her parents;** however, we who are charged with the responsibility of educating the youth of our communities recognize that discipline is a part of our daily responsibility. Although we are concerned with students as individuals, we must also be concerned with the entire student body and ensure that the proper atmosphere for teaching and learning is preserved.

Our broad objectives, in the area of discipline, are to have fair and impartial discipline in order to maintain the total learning environment for all students concerned and to help the students develop self-discipline which is necessary if learning is to occur. Self-discipline always mandates that a person will at all times keep in mind that his/her conduct should not interfere with the rights of others, but rather it should be an example to others. Inasmuch as negative behavior may result in disciplinary action, appropriate behavior will be rewarded in a variety of positive ways.

In those cases where corrective action becomes necessary, disciplinary measures taken will be positive, constructive, and directed toward correcting future behavior and to teaching the student that education is a right qualified by compliance with certain reasonable rules and regulations. Administrators, teachers, guidance and attendance personnel will strive to identify problems, secure parental understanding and cooperation, and help students modify or correct any marked deviation from acceptable behavior. When these efforts fail, the student will be subject to disciplinary action. Privacy laws on confidentiality of student discipline referrals shall be maintained in accordance with state and federal laws.

School-Wide Positive Behavior Intervention and Support (PBIS) is a state-mandated data driven system that addresses student behaviors. Expectations have been developed by placing an emphasis on a school-wide system of support including proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school environments. Expectations of positive behavior for all students within a school are introduced, modeled, and taught in areas including the classroom and non-classroom settings (such as hallways, playgrounds, and the cafeteria). Students are rewarded for following these expectations. Interventions are enforced when these expectations are not followed. These include consequences and reteaching of the expectations.

SCHOOL DISCIPLINE POLICY AND REGULATIONS

Discipline Procedures - Before a teacher sends a student to the office for a minor offense, the following course of action will be taken:

1. The first time the student commits a minor disturbance in the classroom, the teacher will issue a verbal warning, hold a teacher/student conference with documentation of the conference placed in the student's folder in the office. **The teacher has an option to contact parents and try a different classroom management technique.**
2. Before any disciplinary action is taken on a student for a minor offense, there must be written documentation in the student's folder in the office showing that an authorized school employee has made parental contact. Also special education students will be disciplined in accordance with IDEA 97 and Bulletin 1706.
3. Following parental contact, with documentation, the student will be disciplined according to the procedures outlined under Classroom Disturbances.
4. Counseling services with the school counselor may be incorporated in the discipline plan any time it is deemed helpful or requested.

Definitions

After Hours/Before Hours - Students must not be on school property outside designated school hours unless with permission or under teacher supervision. Only students actively supervised by teachers can be in any area of the building at any time beyond times specified by the principal. Students are never allowed in the gymnasium, stadium, or auditorium without a faculty member present to supervise their activities.

After School Detention at the Beauregard Alternative Program - A one-hour session conducted by the BAP staff consisting of physical exercise and behavioral redirection. This is an alternative method of discipline that is not assigned to any infraction specifically, but can be an option if mutually agreed upon by the school and the parent/guardian. The student's absence is excused but classwork is expected to be completed. Transportation is the responsibility of the parent/guardian.

Alternate Placement – the removal of a student from their regular school setting resulting in their assignment to the Beauregard Alternative Program. Alternate Placement may be recommended by the principal for any student committing an infraction when a combined total of nine days of I.S.S. and O.S.S. have been accumulated.

Banned Items - Weapons or items which can be used as weapons are banned. The following banned items are exemplary and are not exclusive: metal afro rakes, knives, chains, head coverings (hats, caps), matches, cigarette lighters, electronic cigarettes ("e-cigs") and related items, fireworks, drug paraphernalia, all "gauges" related to body piercing, trading cards, skateboards, edibles except those obtained at school or food from home to be consumed in/at appropriate area/time, sunglasses, radios, CDs/tape players, cameras, tape recorders, TV remote controls, laser pointer lights, tape cassettes, video games and devices, Personal Data Assistant (PDAs), and other personal electronic devices, etc. **Beauregard Parish Schools will not be responsible for theft or loss of any of these items.** In general, only items approved for personal grooming and for school work and assignments may be brought to school. Beauregard Parish Schools will have planned picture day for students to bring cameras to school, if they choose to do so, and these days will be announced in advance. Confiscated banned items may be kept until the last day of school. If they are not picked up, they become the property of the school. Potentially dangerous items such as matches, cigarette lighters, fireworks, drug paraphernalia, etc., will not be returned. The banned items apply to buses at all times unless prior approval is received from the principal.

Athletic bags are allowed if they are not carried from class to class and will be dropped off at a designated location before school starts and picked up at the end of the school day.

Corporal Punishment - May be administered as a form of discipline for infractions of the rules in accordance with state law R.S. 17:416.1. Corporal punishment shall consist of two (2) licks with a paddle administered by the principal or designee. Parents may be notified. Corporal punishment may be substituted by the principal for one day of I.S.S. or one day bus suspension or two days detention. No form of corporal punishment shall be

administered to a student with an exceptionality, excluding gifted and talented, as defined in R.S. 17:1942 or to a student who has been determined to be eligible for services under Section 504 of the Rehabilitation Act of 1973 and has an Individual Accommodation Plan.

Detention - Activities, assignments, or work held one hour before the normal school day, during lunch, one hour after the normal school day, or on weekends worked out as an option with parents, in accordance with R.S. 17:416. Schools with I.S.S. shall use I.S.S. in lieu of detention.

Expulsion - Being barred from attending any school in Beauregard Parish until official reinstatement.

I.S.S. - In-School Suspension means removing a pupil from his normal classroom setting but maintaining him under supervision within the school. Students will be supervised by a teacher/aide in isolation. Students will complete and receive credit for required assignments submitted by their regular classroom teachers, including tests. Students will be required to complete behavior modification assignments. Students may be required to do school service activities to include picking up paper and cleaning school grounds. Absences are excused in accordance with absence and attendance policies. Students are encouraged to apologize. Any pupil who fails to comply fully with the rules for in-school suspension shall be subject to further disciplinary action as assigned by principal/designee.

Note: Schools that have no I.S.S. shall have 2 days of detention or one Saturday detention for each day of I.S.S.

Indefinite Out of School Suspension – period of time when the student's discipline or behavior warrants his/her removal from their regular school setting until an Alternate Placement Hearing can take place.

O.S.S. - Outside School Suspension is an unexcused absence from class. A student removed from the classroom and suspended out of school shall be assigned school work missed and shall receive credit not to exceed 50% maximum, upon the recommendation of the student's teacher, if it is completed satisfactorily and timely as determined by the principal or his/her designee. It shall be the responsibility of the student to request missed work for the amount of time the student was removed from the classroom. **Reference: Beauregard Parish School Board Policies, File: JD, Discipline; and File JDD, Suspensions**

Students are not allowed to attend school functions at any location until official reinstatement. Suspension starting and stopping time shall be specified by the suspending administrator.

Friday/Saturday Detention (S.D.): Four (4) hours - Students will be required to do school service activities to include picking up paper and cleaning school grounds. Students will be required to complete written school work. Students are responsible for bringing all classroom materials necessary to complete this work. Any student who is absent, tardy, refuses to work, does not have materials needed or refuses to complete written work will be subject to further disciplinary action as assigned by the principal/ designee. Schools with no Friday/Saturday Detention shall use the equivalent number of hours of detention.

School Based Hearing - Parents, student and principal or his/her designee meet after six days of combined I.S.S. and O.S.S. have been accumulated to notify parents of the potential assignment to Beauregard Alternative Program or expulsion.

The following are disciplinary infractions that may occur along with the possible courses of action. **Since all offenses cannot be listed, those not listed will be dealt with as they occur.**

Note: Results of investigations, age and grade level may be factors in determining the disciplinary actions for each student. Honesty and cooperation may also be a factor in determining disciplinary actions for students.

INFRACTIONS:

Assault/Battery of School Personnel

Assault: Threat, wherein the person receiving the threat under ordinary reasonable standards may perceive the danger of bodily harm. Battery: The unlawful and unwanted touching or striking of one person by another, with the intention of bringing about a harmful or offensive contact.)

- 1st Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. **Law enforcement officials shall be called in and the school will press charges.**

Bullying and Hazing/Cyberbullying/Harassing Classmates –

Cyberbullying: Repeated negative behaviors intended to frighten or cause discomfort, including through the use of technology devices.

Harassing: May be verbal, digital, physical, or suggested) Reference: BPSB Policy File:JCDAF

- 1st Occurrence - Two days I.S.S.
- 2nd Occurrence - Two days O.S.S.
- 3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Note: If a student believes he/she is a victim of bullying, harassing or hazing, a report should be made on any school's to any school personnel. School personnel shall report such behavior to the school's disciplinarian. (See "BPSB Policies" section of this handbook for the full Bullying and Hazing policy.)

Bus Rules Violations- A school bus is considered the same as a school classroom for all purposes of conduct and behavior. The school bus driver has the same status as a classroom teacher in this regard.

*Violations occurring on a bus during a field trip will be dealt with according to the Field Trip policy listed below.

Cell Phone/Electronic Communications Device/Wearable Technology Policy

Computer/Technology Misuse

Disrespect: Inappropriate Response

Disturbing Bus

Dress Code

Student Identification (ID) Badges, if applicable

Littering

Lying/Forgery - Intentionally telling a falsehood or giving misleading information Miscellaneous

Infractions

Unauthorized Food or Drink on Bus

Willful Disobedience (Purposeful/defiant repeated behavior which has been specifically addressed)

Major disturbance on the bus at the discretion of the school bus driver and administrator could result in more serious consequences.

- 1st Occurrence - Bus driver conference with student and parent
- 2nd Occurrence - One day suspension from the bus
- 3rd Occurrence - Three days suspension from the bus
- 4th Occurrence - Four days suspension from the bus
- 5th Occurrence - Six days suspension from the bus
- 6th Occurrence - Indefinite suspension from the bus pending a hearing with the superintendent/designee to consider expulsion from the bus.

1st Occurrence of the following infractions will go to the 3rd Occurrence consequence.

- Bullying and Hazing/Cyberbullying/Harassing Classmates
- Leaving Bus Without Permission
- Gambling - The playing of games of chance for money or objects of value; wagering or betting Obscenity, Profanity, Pornographic Materials
- Possession of Potentially Dangerous Items
- Racial Slurs/Racial Harassment
- Smoking, Chewing, and/or Possession of Tobacco Products
- Stealing (Includes Possession of Stolen Goods with Knowledge)

**Any incidents not covered in this section will follow their consequences in the Handbook.*

Students fighting on a school bus en route will be placed on indefinite out of school suspension from school pending a hearing with the superintendent/designee to consider expulsion from the bus.

NOTE: Once suspended from riding the route bus, the student cannot ride any other route bus in Beauregard Parish during the suspension.

Cell Phone/Electronic Communications Device/Wearable Technology Policy - All cell phones and/or electronic communication devices including but not limited to smartwatches or smart glasses, must be placed in lockers or book bags upon arrival at school. If the cell phone is not stowed away, then it can be considered in use. Cell phones or electronic communication devices, to include all wearable technology, are not permissible during the instructional day or while riding the bus. For the purpose of this policy, the instructional day will be defined to be the time students arrive on campus in the morning until the last bus leaves in the afternoon:

- A. Students who leave school early must wait until they leave school campus, before using their cell phones/electronic communication devices/wearable technology.
- B. Wearable technology is defined as any technological device that can be worn on the body that can send or transmit any electronic communication.
- C. The recording or videoing with any electronic device of any staff member(s) or student(s) on school grounds or at any school function is **STRICTLY** prohibited and results of investigations shall determine the disciplinary action for each student. Consequences may vary from detention to indefinite suspension pending a hearing with the superintendent/designee to consider expulsion. **If the device is used for immoral or vicious practices, voluntarily or involuntarily, the student shall be suspended pending a hearing.**

NOTE: Cell Phones/Electronic Communications Devices/Wearable Technology are prohibited during ALL state standardized testing. Possession of cell phones during state testing could result in test scores being voided.

If a student has a cell phone and/or any other electronic communication device that is turned on or being used, to include, but not limited to, smartwatches or smart glasses for any reason during the restricted school hours. The following consequences will be imposed and a parent will be notified.

- 1st Occurrence - The device will be confiscated by school staff, secured in a safe location in the office and students will receive a warning. Students may pick up devices at the end of the school day. •
- 2nd Occurrence - The device will be confiscated by school staff, secured in a safe location in the office and students will receive Detention. Parents may pick up devices at their earliest convenience.
- 3rd Occurrence - The device will be confiscated by school staff, secured in a safe location in the office and students will receive a day of ISS. Parents may pick up devices at their earliest convenience.
- 4th Occurrence - The device will be confiscated by school staff, secured in a safe location in the discipline office and students will receive a day of OSS. Parents may pick up devices at their earliest convenience.
- 5th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

If a student violates this policy and refuses to turn over their electronic device, further disciplinary action will follow.

The school is not responsible for lost or stolen electronic devices, nor will time be used to investigate every stolen electronic device that is reported. The security of personal electronic devices is the sole responsibility of the student.

All confiscated devices shall be returned to a parent/guardian when a request has been made and a release form provided by the school has been signed. Parent/Guardian must sign the form in person.

Cheating (cumulative)/Plagiarism - All cheating/plagiarism will result in a grade of zero on each offense.

- 1st Occurrence - Parental contact
- 2nd Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator.
- 3rd Occurrence - 2 days O.S.S.
- 4th Occurrence - 5 days O.S.S.
- 5th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Computer/Technology Misuse - Defined as any use of the Internet/computer, including hardware and/or software, that adversely affects its operation in pursuit of teaching and learning or results in illegal or inappropriate activities. Reference: File: IFBGA; Beauregard Parish "Acceptable Use" Parent/Student Contract for Telecommunication Services

- Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Cutting Class or Leaving Class Without Permission

- 1st Occurrence - One day Saturday Detention
- 2nd Occurrence - Two days I.S.S.
- 3rd Occurrence - Two days O.S.S.
- 4th Occurrence - Four days O.S.S.
- 5th Occurrence – Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Deliberate Acts Which Cause a Puncture, Bleeding or Other Injury

- Any Occurrence - Three days O.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Deliberate Destruction of School Property and/or Personal Property on School Grounds or During School Activities at Any Time - Instigates, initiates, escalates, or participates in acts which would result in destruction of school property (Law enforcement officials may be called)

- 1st Occurrence - Two days O.S.S. to Indefinite suspension until satisfactory restitution or restitution agreement is made by the offending student(s)
- 2nd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion with restitution made by the offending student(s).

NOTE: The accidental destruction of property requires payment of damages by the student(s) involved.

NOTE: Arson and attempted arson will be dealt with as 2nd Occurrence above.

Disrespect: Inappropriate Response - Talking back in a normal voice or under the breath, rolling the eyes, etc.

- 1st Occurrence - Teacher conference with student and contact parent. Send documentation to the office. Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.
- 2nd Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.
- 3rd Occurrence - Two days S.D. or 1 day S.D. and 1 day I.S.S.
- 4th Occurrence - Two days O.S.S.
- 5th Occurrence - Four days O.S.S. with reinstatement pending a school-based hearing
- 6th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Disrespect: Major - Profanity toward a staff member, calling a teacher a name, direct refusal to obey, or verbal aggression toward a school staff member. Major disrespect directed toward the administrator or his/her designee will result in indefinite out of school suspension pending hearing with the superintendent/designee to consider alternate placement or expulsion.

- 1st Occurrence - Two to four days O.S.S.
- 2nd Occurrence - Five days O.S.S.
- 3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Note: Students will be removed from school immediately for major disrespect.

Distribution/Possession/Use/Under the Influence of Drugs or Alcohol - including imitation or counterfeit controlled substance and prescription, non-prescription medication.

- Any Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Law enforcement shall be called. Board Policy will be followed. File:JCDAC **Reference: State Law R.S. 17:416**

Distribution*/Possession/Use/Under the Influence of VAPES, Electronic Cigarettes ("E-Cigs") and Related Items on School Grounds or during School Activities at any time ·

- 1st Occurrence - Three days O.S.S. with a mandatory School-Based Hearing with Safety Video required
- 2nd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement. *Distribution will be dealt with as a 2nd occurrence above.

Disturbing Class - Any act that prevents a teacher from carrying out his/her planned lesson.

- 1st Occurrence - Teacher conference with student and contact parent (Send documentation to the office.)
- 2nd Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.
- 3rd Occurrence - Two days I.S.S.
- 4th Occurrence - Two days I.S.S. and 1 day S.D.
- 5th Occurrence - Two days O.S.S.
- 6th Occurrence - Four days of O.S.S. with reinstatement pending a school-based hearing
- 7th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Dress Code Compliance - Violations of the Student Dress and Grooming Policy shall be addressed as follows: A student in violation of the Student Dress and Grooming Policy shall immediately be referred to the administration. If the determination is made that the student is in violation of the Student Dress and Grooming Policy, the following steps shall be taken.

1. The student will have an opportunity to modify their appearance and subsequently be admitted to class.
2. If the student is unable to modify their appearance to conform to the Student Dress and Grooming Policy, the student's parent/guardian shall be immediately notified of the violation and requested to bring proper clothing to the campus.
3. If the parent/guardian cannot be contacted by phone or otherwise or if the proper clothing is not brought to the campus, the student shall be sent to a designated area determined by the administration for the remainder of the school day. Assignments will be requested and worked toward completion while isolated from the general student population. A letter shall be sent home with the student at the end of the regular day to their parent/guardian stating the violation, and future violations may result in further disciplinary actions as stated below. •

- 1st Offense - Warning from administration - contact parents-change of clothes
- 2nd Offense - Saturday detention or One day I.S.S.
- 3rd Offense - Two days I.S.S.
- 4th Offense - One day O.S.S.
- 5th Offense - Two days O.S.S. with reinstatement pending school based hearing
- 6th Offense - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Extortion - Deliberate act of threatening or forcing another student to give up personal possessions.

- 1st Occurrence - Four days O.S.S.
- 2nd Occurrence - Five days O.S.S. with reinstatement pending a school-based hearing • 3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Field Trips - Co and Extra Curricular

Students may be banned from field trips for prior violations of school policy. Students are held to the same discipline rules on a field trip as during the regular school day. Students will be banned from the next successive field trip (in addition to discipline according to parish policy) for committing the following infractions: use/possession/under the influence of alcohol, drugs, tobacco, fighting, stealing, deliberate destruction of property, major disrespect, possession of dangerous items/ weapons, indecent exposure, molesting students, indecent behavior, sexual harassment, obscenity, profanity, pornographic materials, racial slurs, gambling, littering the bus, tampering with fire alarms, assault on school personnel/ chaperones, and any other serious infraction. The principal shall determine the appropriate dress code for the field trip. On field trips, athletic events or other extracurricular activities, telecommunication devices may be possessed/used at the discretion of the principal or his/her designee

Fighting/Assault/Battery on a Student

Assault: Threat, wherein the person receiving the threat under ordinary reasonable standards, may perceive the danger of bodily harm. Battery: The unlawful and unwanted touching or striking of one person

by another, with the intention of bringing about a harmful or offensive contact.

Students are prohibited from assault and/or battery on anyone on school property, under the jurisdiction of the school, or at school related events. If a fight occurs which, as a result, medical attention is sought with knowledge and/or recommendation of the school administration, law enforcement officials may be contacted to remove the students involved and take appropriate action. The school will continue to take any other appropriate action it deems necessary.

Furthermore, if as a result of a fight or intentional physical altercation between or among students, a bodily injury results which requires immediate medical attention with the knowledge and/or recommendation of the school administration, the student(s) causing the physical injury shall be responsible for the medical expenses incurred. Said expenses shall be reimbursed or arrangements made thereof before the student responsible for the injury can return to school.

Following the initial arrangement for reimbursement, all payments will be made by the responsible student and his/her parent(s) or guardian(s) directly to the injured student and his/her parent(s) or guardian(s). The school bears no responsibility in the collection of the debt. Any renegotiation of the original financial obligation is the responsibility of the injured student and his/her parent(s) or guardian(s).

Fighting: No Weapon - Instigates, initiates, escalates, or participates in a fight.

- 1st Occurrence - One to five days O.S.S. with mandatory School-Based Hearing.
- 2nd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Note: The police may be called and additional suspension days may be assigned pending a hearing when the severity of the fight and/or resulting danger to students is such that the principal deems it necessary.

Instigators who are not participants of fights will be penalized the same as participants of fights. Results of investigations shall determine the disciplinary actions for each student in a situation involving fighting.

In the event of gang fighting where two or more students fight another student, the additional students involved will be placed on indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Fighting: School Bus En Route

- Any Occurrence - Students fighting on a school bus en route will be placed on indefinite out of school suspension from school pending a hearing with the superintendent/designee to consider expulsion from the bus.

Fighting: With a Weapon - Any object that could be used in fighting or used as a weapon.

- Any Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Law enforcement shall be called.

Fire Alarm: Pulling any emergency alarm, including on a bus

- 1st Occurrence - Three days O.S.S.
- 2nd Occurrence - Six days O.S.S.
- 3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Gambling - The playing of games of chance for money or objects of value; wagering or betting

- 1st Occurrence - Two days I.S.S.
- 2nd Occurrence - Four days I.S.S.
- 3rd Occurrence - Two days O.S.S.
- 4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Gang-Related Activities - Display of gang colors, signs, graffiti, body armor, recruitment for gang membership or any other gang-related activity.

- Any Occurrence -Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Hazing - *Hazing* shall mean any knowing behavior, whether by commission or omission, of any student to encourage, direct, order, or participate in any activity which subjects another student to potential physical, mental, or psychological harm for the purpose of initiation or admission into, affiliation with, continued

membership in, or acceptance by existing members of any organization or extracurricular activity at a public elementary or secondary school, whether such behavior is planned or occurs on or off school property, including any school bus and school bus stop. Hazing does not mean any adult-directed and school-sanctioned athletic program practice or event or military training program.

- Any Occurrence -Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Indecent Behavior/Indecent Exposure/Molesting Students/Sexual Harassment – By definition, Sexual Harassment includes exposing private body parts, making sexual or obscene gestures with body parts, verbal or written sexual remarks, comments, jokes, slurs, or gestures of a sexual nature, touching students in private areas, visual harassment such as derogatory or offensive posters, cards, cartoons, graffiti, drawings, looks, or gestures. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct of a sexual nature, including gender-based harassment that creates an intimidating, hostile or offensive educational environment. Harassment does not only depend upon the perpetrator's intention, but also upon how the person who is the target perceives the behavior or is affected by it. Indecent behavior includes transfer of bodily fluids including spitting, etc.

- Any Occurrence - Three days O.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Leaving Campus Without Permission

- 1st Occurrence - Two days O.S.S. (May be served at school with parental permission) •
- 2nd Occurrence - Four days O.S.S.
- 3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Littering

- 1st Occurrence -Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation
- 2nd Occurrence - One day I.S.S. or one day S.D.
- 3rd Occurrence - Two days I.S.S.
- 4th Occurrence - One day O.S.S.
- 5th Occurrence - Three days O.S.S. with reinstatement at a school based hearing •
- 6th Occurrence - Four days O.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Lying/Forgery - Intentionally telling a falsehood or giving misleading information

- Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Miscellaneous Infractions - Miscellaneous infractions may ideally be handled by the supervising teacher. Miscellaneous infractions include body contact, banned items deemed not dangerous, cafeteria rules violation, horseplay, public displays of affection, running in the hall(s) or sidewalk(s), unauthorized chewing gum, unauthorized eating in class, unauthorized food-drink on campus, etc.

- 1st Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.
- 2nd Occurrence - One day I.S.S. or one day S.D.
- 3rd Occurrence - Two days I.S.S.
- 4th Occurrence - One day O.S.S.
- 5th Occurrence - Three days O.S.S. with reinstatement at a school based hearing
- 6th Occurrence - Four days O.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Obscenity, Profanity, Pornographic Materials

- 1st Occurrence - One to three days I.S.S.
- 2nd Occurrence- One day O.S.S.

- 3rd Occurrence - Three days O.S.S.
- 4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Possession of Potentially Dangerous Items: Matches, cigarette lighters, fireworks, or drug paraphernalia, etc. and/or use of the same. These items will be confiscated and not returned. The penalty for having drug paraphernalia or setting off fireworks drops to the penalty for the 4th occurrence.

- 1st Occurrence - Three days I.S.S.
- 2nd Occurrence - Two days O.S.S.
- 3rd Occurrence - Four days O.S.S.
- 4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Possession of a Weapon - A weapon may be defined as a knife**, club, gun, chain, or any other object deemed dangerous on the school grounds, on the school bus, and/or at any school sponsored event, during or after regular school hours. Possession of any firearm or firearm device on campus (including in a vehicle) is a violation of Board Policy. Other types of weapons will be determined by the principal.

- Any Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Law enforcement officials may be contacted. **Reference: State Law R.S. 17:416 and IDEA 1997**

****Note: Result of investigation, age and grade level may be factors in determining the disciplinary actions for PreK-5 students.**

Racial Slurs/Racial Harassment: Unwelcome verbal, written or physical conduct directed towards others solely on the basis of his/her race or national origin

- 1st Occurrence - Three days I.S.S.
- 2nd Occurrence - Two days O.S.S.
- 3rd Occurrence - Four days O.S.S.
- 4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Smoking, Chewing, and/or Possession of Tobacco Products

- 1st Occurrence - Three days I.S.S.
- 2nd Occurrence - Two days O.S.S.
- 3rd Occurrence - Four days O.S.S.
- 4th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Stealing: Includes Possession of Stolen Goods with Knowledge

- Any Occurrence - Two days I.S.S. to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Indefinite suspension until satisfactory restitution or restitution agreement has been made by the offending student(s); law enforcement may be called.

Tardiness – A student shall be considered tardy **to class** if the student is not in the classroom when the bell to begin class ceases. A student shall be considered tardy **to school** if the student is not in his/her homeroom/first period class when the bell to begin homeroom/class ceases. **Tardy shall also mean leaving or checking out of school unexcused prior to the regularly scheduled dismissal.** Tardiness on the part of students shall not be tolerated.

Students who exhibit tardiness shall be subject to disciplinary action, appropriate under the circumstances. Parents of students who continue to be tardy shall be notified for a conference with the principal, and the student may be subject to suspension from school and the parent/legal guardian subject to court fines or community service. Reference: File: JBD Student Absences and Excuses, also attendance policy in handbook.

Oversleeping, missing the bus, shopping, checking out to go to lunch, haircut appointments, etc., are not legitimate excuses. Locker problems will not be excused as students should report immediately to their teacher whenever they have a locker problem. Students are responsible for planning allotted time for getting to and from class.

The discipline administered for tardiness is based on the accumulation of unexcused tardy occurrences. The number of tardy infractions will be accumulated throughout the school year. The punishment for tardy infractions is as follows:

- 1st tardy per class - Verbal warning by teacher and parents contacted by letter or phone by teacher • 2nd tardy One

- day detention/Saturday detention
- 3rd tardy One day I.S.S. or detention/Saturday detention
- 4th tardy One day I.S.S. and one Saturday detention
- 5th tardy One day O.S.S.
- 6th tardy Two days O.S.S.
- 7th tardy Indefinite out of school suspension pending a school based hearing •
- 8th tardy Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

NOTE: Any student more than ten minutes late to a class will be deemed as cutting class, and the student will be sent to the office with a referral form. In order for a student to acquire an excused tardy, he/she must secure permission from that period's teacher **prior** to being tardy. Students late for first hour class will be referred to the office where it will be determined if they are tardy, absent or cutting class.

Threatening

- Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Truancy/Cutting School

- 1st Occurrence - Two days O.S.S. (May be served at school with parental permission)
- 2nd Occurrence - Four days O.S.S.
- 3rd Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Unauthorized Food or Drink on Campus

Students may bring their own lunches to school to be eaten in the cafeteria or assigned area at lunch time. Drinks brought from home for cafeteria consumption must be in a thermos. Canned, glass, bottled or fountain drinks cannot be consumed in the school cafeteria. Consequences will be the same as miscellaneous infractions.

Note: No student is allowed to bring lunches from fast food restaurants unless this is necessary due to a medical problem; this must be verified by a physician's note. Students may not order food to be delivered to school.

Unauthorized/Unsupervised Area On School Grounds at Any Time (Student found in) •

- 1st Occurrence - Supervising teacher may administer detention, recess detention, lunch detention, 1 day I.S.S. and/or 1 Saturday detention as approved by school administrator. As appropriate, the administrator may either modify the discipline recommended by the teacher or enforce the teacher's recommendation.
- 2nd Occurrence - One day Saturday Detention
- 3rd Occurrence - Two days Saturday Detention
- 4th Occurrence - One day O.S.S.
- 5th Occurrence - Indefinite suspension pending a school based conference
- 6th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Violation of Federal or State Law not covered in the Student Handbook

- Any Occurrence - Consequences may vary from a warning to indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion. Results of investigations shall determine the disciplinary actions for each student.

Willful Disobedience: Purposeful, defiant, and/or repeated behavior which has been specifically addressed

- 1st Occurrence - Teacher contacts parent and One day I.S.S.
- 2nd Occurrence - Two days I.S.S.
- 3rd Occurrence - Two days I.S.S. and One Saturday detention
- 4th Occurrence - Two days O.S.S.
- 5th Occurrence - Four days O.S.S.
- 6th Occurrence - Indefinite out of school suspension pending a hearing with the Superintendent or designee to consider alternate placement or expulsion.

Due Process Procedures

Prior to any suspension, the school principal or his/her designee shall advise the pupil in question of the particular

misconduct of which he/she is accused, as well as the basis for such accusation, and the pupil shall be given and opportunity at that time to explain his or her version of the facts to the school principal or his/her designee.

An attempt to contact parents by telephone is always made although parents/guardians are not always available by this method. Discipline notices which involve assigning a student to In School Suspension (I.S.S.), Out of School Suspension (O.S.S.), or Saturday Detention (S.D.) may be mailed home to parents/guardians or sent home with the student. The student shall be responsible for giving the discipline notification to his/her parent/guardian.

Notice in writing of the suspension and the reasons for the suspension shall be given to the student to forward to his/her parent(s) or guardian(s).

Any parent, tutor or legal guardian of a pupil suspended shall have the right to appeal to the parish superintendent of schools who shall conduct a hearing on the merits.

For reinstatement, a parent or guardian must accompany a student who is returning to school after suspension and must complete a letter of reinstatement on the next day following suspension. This reinstatement is completed with the Principal/Administrative Assistant Principal. When a student returns for reinstatement without a parent or guardian, the student will be placed in I.S.S. until the parent/guardian arrives to reinstate. This time will be considered part of the suspension time with all penalties of suspension applying.

SPECIAL NOTICE

Any student who has been expelled shall not be admitted to any public school within the same school system, or in any other parish or city school system in the state, except upon the review and approval of the school board of the school system to which that student seeks admittance.

Any student out of school suspended, alternately placed or expelled **CANNOT** attend any Beauregard Parish school function or be on school property until his/her reinstatement. Any student in violation may be subject to further disciplinary actions including being forbidden from attending all activities for the remainder of the school year. Police may be called to remove the student.

BEAUREGARD PARISH POLICY CONCERNING BULLYING AND HAZING

BULLYING AND HAZING (File:JCDAF)

The Beauregard Parish School Board is committed to maintaining a safe, orderly, civil and positive learning environment so that no student is subject to bullying, hazing, or similar behavior while in school or participating in school-related activities. Students and their parents or legal guardians shall be notified that the school, school bus, and all other school environments are to be safe and secure for all. Therefore, all statements or actions of bullying, hazing, or similar behavior made on campus, at school-sponsored activities, or events, on school buses, at school bus stops, and on the way to and from school shall not be tolerated. Even if made in a joking manner, these statements or actions of bullying, hazing, or similar behavior towards other students or school personnel shall be unacceptable.

All students, teachers, and other school employees shall take responsible measures within the scope of their individual authority to prevent violations of this policy.

BULLYING

Bullying shall mean:

1. A pattern of any one or more of the following:
 - A. Gestures, including but not limited to obscene gestures and making faces.
 - B. Written, electronic, or verbal communications, including but not limited to calling names, threatening harm, taunting, malicious teasing, or spreading untrue rumors. *Electronic communication* includes but is not limited to a communication or image transmitted by email, instant message, text message, blog, or social networking website through the use of a telephone, mobile phone, pager, computer, or other electronic device.
 - C. Physical acts, including but not limited to hitting, kicking, pushing, tripping, choking, damaging personal property, or unauthorized use of personal property.
 - D. Repeatedly and purposefully shunning or excluding from activities.
2. Where the pattern of behavior as enumerated above is exhibited toward a student, more than once, by another student or group of students and occurs, or is received by, a student while on school property, at a school-sponsored or school-related function or activity, at any designated school bus stop, in any other school bus or any other school or private vehicle used to transport students to and from schools, or any school-sponsored activity or event.
3. The pattern of behavior as provided above shall have the effect of physically harming a student, placing the student in reasonable fear of physical harm, damaging a student's property, placing the student in reasonable fear of damage to the student's property, or shall be sufficiently severe, persistent, and pervasive enough to either create an intimidating or

threatening educational environment, have the effect of substantially interfering with a student's performance in school, or have the effect of substantially disrupting the orderly operation of the school.

Each elementary and secondary school shall institute a program to prohibit and prevent bullying. The program shall:

1. Define bullying as provided above.
2. Ensure each student, each student's parent or legal guardian, and each school administrator, teacher, counselor, bus operator, school employee, and volunteer is aware of his/her duties and responsibilities relative to preventing and stopping bullying.
3. Provide for a process for reporting and investigating alleged incidents of bullying.
4. Provide for appropriate discipline of a student found guilty of bullying.
5. Provide appropriate remedies for a student found to have been bullied.
6. Provide for procedures for investigating and reporting each school administrator, teacher, counselor, bus operator, and school employee for failure to act as provided.

HAZING

Hazing shall mean any knowing behavior, whether by commission or omission, of any student to encourage, direct, order, or participate in any activity which subjects another student to potential physical, mental, or psychological harm for the purpose of initiation or admission into, affiliation with, continued membership in, or acceptance by existing members of any organization or extracurricular activity at a public elementary or secondary school, whether such behavior is planned or occurs on or off school property, including any school bus and school bus stop. Hazing does not mean any adult-directed and school-sanctioned athletic program practice or event or military training program.

Any solicitation to engage in hazing, and the aiding and abetting another person who engages in hazing shall be prohibited. The consent, stated or implied, of the hazing victim shall not be a defense in determining disciplinary action.

NOTICE TO STUDENTS AND PARENTS

The School Board shall inform each student, orally and in writing, at the required orientation conducted at the beginning of each school year, of the prohibition against bullying, hazing, or similar behavior of a student by another student; the nature and consequences of such actions; including the potential criminal consequences and loss of driver's license, and the proper process and procedure for reporting any incidents involving such prohibited actions. A copy of the written notice shall also be delivered to each student's parent or legal guardian.

REPORTING

The principal or his/her designee shall be authorized to receive complaints alleging violation of this policy. All employees, parents, volunteers, or any other school personnel shall report alleged violations to the principal or his/her designee. Any written or oral report of an act of bullying, hazing, or similar behavior shall be considered an official means of reporting such act(s). Complaints, reports, and investigative reports of bullying, hazing, or similar behavior shall remain *confidential*, with limited exception of state or federal law.

The reporting of incidents of bullying, hazing, or similar behavior shall be made on the *Bullying Report* form, which shall include an *affirmation of truth*. Any bullying, hazing, or similar behavior report submitted, regardless of recipient, shall use this form, but additional information may be provided. The form shall be available on the website of each public elementary and secondary school.

Students and Parents

Any student who believes that he/she has been, or is currently, the victim of bullying, hazing, or similar behavior, or any student, or any parent or legal guardian, who witnesses bullying, hazing, or similar behavior or has good reason to believe bullying, hazing, or similar behavior is taking place, may report the situation to a school official, who in turn shall report the situation to the principal or his/her designee. A student, or parent or legal guardian, may also report concerns regarding bullying, hazing, or similar behavior to a teacher, counselor, other school employee, or to any chaperone supervising a school function or activity. Any report shall remain *confidential*.

School Personnel

Any school employee, whether full- or part-time, and any chaperone supervising a school function or activity, who witnesses or learns of bullying, hazing, or similar behavior, immediately shall report the incident to the principal or his/her designee. Verbal reports shall be submitted by the employee or chaperone on the same day as the employee or chaperone witnessed or otherwise learned of the incident, and a written report shall be filed no later than two (2) days thereafter.

All other members of the school community, including students, parents or legal guardians, volunteers, and visitors shall be encouraged to report any act that may be a violation of this policy to the principal or his/her designee.

False Reports

Intentionally making false reports about bullying, hazing, or similar behavior to school officials shall be prohibited conduct and shall result in appropriate disciplinary measures as determined by the School Board.

INVESTIGATION PROCEDURE

Investigations of any reports of bullying, hazing, or similar behavior of a student shall be in accordance with the following:

1. Timing

The school shall begin an investigation of any complaint that is properly reported and that alleges the prohibited conduct the next business or school day after the report is received by the principal or his/her designee. The investigation shall be completed as expeditiously as possible, but not later than ten (10) school days after the date the written report of the incident is submitted to the principal or his/her designee. If additional information is received after the end of the ten-day period, the school principal or his/her designee shall amend all documents and reports required to reflect such information.

2. Scope of Investigation

An investigation shall include documented interviews of the reporter, the alleged victim, the alleged bully or offender, and any witnesses, and shall include obtaining oral, visual or written evidence, including, but not limited to statements, writings, recordings, electronic messages, and photographs. Interviews shall be conducted privately, separately, and confidentially. Unless necessary for the purpose of the investigation, the alleged offender and alleged victim shall not be interviewed together. The principal or his/her designee shall collect and evaluate all facts using the *Bullying Investigation* form.

3. Parental Notification

Upon receiving a report of bullying, hazing, or similar behavior, the school shall notify the parent or legal guardian of each involved student no later than the following business or school day. Delivery of notice to the parents or legal guardians by an involved student shall **not** constitute the required parental notice. Before any student under the age of eighteen (18) is interviewed, his/her parent or legal guardian shall be notified by the principal or his/her designee of the allegations made and shall have the opportunity to attend any interviews with their child conducted as part of the investigation.

All meetings with the parents or legal guardians of the alleged victim and the parents or legal guardians of the alleged perpetrator shall be in compliance with the following:

- A. Separate meetings shall be held with the parents or legal guardians of the alleged victim and the parents or legal guardians of the alleged perpetrator.
- B. Parents or legal guardians of the alleged victim and of the alleged perpetrator shall be informed of the potential consequences, penalties, and counseling options.

In any case where a teacher, principal, or other school employee is authorized to require the parent or legal guardian of a student who is under the age of eighteen (18) and not judicially emancipated or emancipated by marriage to attend a conference or meeting regarding the student's behavior and, after notice, the parent, or legal guardian willfully refuses to attend, the principal or his/her designee shall file a complaint, pursuant to Louisiana Children's Code, Article 730 or Article 731, with a court exercising juvenile jurisdiction. The principal may also file a complaint on the grounds the student is a truant or has willfully and repeatedly violated school rules, or any other applicable ground when, in his/her judgment, doing so is in the best interests of the student.

4. Documentation

At the conclusion of an investigation of bullying, hazing, or similar behavior, and after meeting with the parent or legal guardians of each involved student, the principal or his/her designee or School Board shall: A. Prepare a written report containing the findings of the investigation, including input from the involved students' parents or legal guardians, and the decision by the principal or his/her designee or school system official. The document shall be placed in the school records of each involved student.

- B. Promptly notify the reporter/complainant of the findings of the investigation and whether remedial action has been taken, if such release of information does not violate the law.
- C. Keep reports/complaints and investigative reports confidential, except where disclosure is required to be made by applicable federal laws, rules, or regulations or by state law.
- D. Maintain reports/complaints and investigative reports for three (3) years.
- E. As applicable, provide a copy of any reports and investigative documents to the School Board for disciplinary measures, or to the Louisiana Department of Education, as necessary.
- F. As applicable, provide a copy of any reports and investigative documents to the appropriate law enforcement officials.

During the pendency of an investigation, the school district may take immediate steps, at its discretion, to protect the alleged victim, students, teachers, administrators or other school personnel pending completion of the investigation.

Handling Evidence

Whenever an employee/administrator receives notice of a bullying or hazing, or similar behavior, any physical evidence of the act/communication shall be secured in the building administrator's office with as little physical contact as possible. If the act/communication is in the form of graffiti, the area shall be sealed off by the building administrator. Photographs shall be taken as soon as possible. Student/public exposure shall be as minimal as possible. Graffiti shall not be removed until properly documented by school-level administration. If deemed necessary, law enforcement may be called.

APPEAL

If the school principal or his/her designee does not take timely and effective action in any bullying incident, the student, parent or legal guardian, or school employee may report, in writing, the incident to the School Board. The School Board shall begin an investigation of any properly reported complaint that alleges prohibited conduct the next business day during which school is in session after the report is received by the School Board.

If the School Board does not take timely and effective action, the student, parent or legal guardian, or other school employee may report any bullying incident to the Louisiana Department of Education.

DISCIPLINARY ACTION

Once a report has been received at a school, and a school principal or his/her designee has determined that an act of bullying, hazing, or similar behavior has occurred, and after having met with the parent or legal guardian of the student involved, the principal or his/her designee, or applicable school official shall take prompt and appropriate disciplinary action against the student, and report criminal conduct to law enforcement. Counseling and/or other interventions may also be recommended.

Students may be disciplined for off-campus bullying, hazing, or similar behavior the same as if the improper conduct occurred on campus, if the actions of the offender substantially interfere with the education opportunities or educational programs of the student victim and/or adversely affects the ability of the student victim to participate in or benefit from the school's education programs or activities.

PARENTAL RELIEF

If a parent, legal guardian, teacher, or other school official has made four (4) or more reports of separate instances of bullying, and no investigation pursuant to state law or this policy has occurred, the parent or legal guardian of the alleged victim may request that the student be transferred to another school operated by the School Board.

Such request shall be filed with the Superintendent. Upon receipt of the request to transfer the student to another school, the School Board shall make a seat available at another school under its jurisdiction within ten (10) school days of the parent or legal guardian's request for a transfer. If the School Board has no other school under its jurisdiction serving the grade level of the alleged victim, within fifteen (15) school days of receiving the request, the Superintendent shall:

1. Inform the student and his/her parent or legal guardian and facilitate the student's enrollment in a statewide virtual school.
2. Offer the student a placement in a full-time virtual program or virtual school under the School Board's jurisdiction.
3. Enter into a memorandum of understanding with the Superintendent or director of another governing authority to secure a placement and provide for the transfer of the student to a school serving the grade level of the student, in accordance with statutory provisions.

If no seat or other placement is made available within thirty (30) calendar days of the receipt of the request by the Superintendent, the parent or legal guardian may request a hearing with the School Board, which shall be public or private at the option of the parent or legal guardian. The School Board shall grant the hearing at the next scheduled meeting or within sixty (60) calendar days, whichever is sooner.

At the end of any school year, the parent or legal guardian may make a request to the School Board to transfer the student back to the original school. The School Board shall make a seat available at the original school that the student attended. No other schools shall qualify for transfer under this provision.

FAILURE TO ACT

Any teacher, counselor, bus operator, administrator, or other school employee, whether full- or part-time, who witnesses bullying or who receives a report of bullying from an alleged victim, and who fails to report the incident to a school official shall be investigated by the School Board. Upon finding a reasonable expectation that the individual failed to act, the School Board shall suspend the individual without pay. The length of the suspension shall be determined by the School Board based on the severity of the bullying inflicted on the victim. The School Board shall report each finding of a failure to report and the length of suspension issued to each employee who failed to report to the State Department of Education.

Any school administrator or official who fails to notify a parent or legal guardian of a report of bullying, timely investigate a report of bullying, take prompt and appropriate disciplinary action against a student that was determined to have engaged in bullying, or report criminal conduct to the appropriate law enforcement official shall be investigated by the School Board. Upon finding a reasonable expectation that the individual failed to act, the School Board shall suspend the individual without pay. The length of the suspension shall be determined by the School Board based on the severity of the bullying inflicted on the victim. The School Board shall report each finding of a failure to report bullying and the length of suspension issued to the employee who failed to report to the State Department of Education. The report shall be submitted by August first annually.

TRAINING

The School Board shall provide a minimum of four (4) hours of training for all new employees who have contact with students and two (2) hours of training each subsequent year for all school employees who have contact with students, including bus drivers, with respect to bullying, in accordance with state statutory provisions.

RETALIATION

Retaliation against any person who reports bullying, hazing, or similar behavior in good faith, who is thought to have reported such conduct, who files a complaint, or who otherwise participates in an investigation or inquiry concerning allegations of bullying, hazing, or similar behavior is prohibited conduct and subject to disciplinary action.

CHILD ABUSE

The provisions of this policy shall not be interpreted to conflict with or supersede the provisions requiring mandatory reporting pursuant to Louisiana Children's Code, Art. 609 and as enforced through La. Rev. Stat. Ann. §14:403.

BEAUREGARD PARISH POLICIES CONCERNING ALCOHOL AND DRUG ABUSE

Prescribed/Non-Prescribed Controlled Substances/Alcoholic Beverages (File:JCDA) The Board directs that each student shall be specifically prohibited from being under the influence of, bringing, or consuming, or having in his possession on a school bus, on school premises, or at a school function away from the school, any alcoholic beverages, intoxicating liquors, narcotic drugs, prescription medications, marijuana, nitrate base inhalants, imitation or counterfeit controlled substances, or other controlled substances as defined by state statutes, unless dispensed by a licensed physician as allowed by law.

A. On the school grounds during and immediately before or immediately after school hours. B. On the school grounds at any other time when the school is being used by a school group. C. Off the school grounds at a school activity, function, or event. Students under the treatment of a physician shall register with the office any and all authorization from said physician for the use of a prescribed controlled substance.

Note: Any violation of any provision of this code shall constitute sufficient grounds to cause the principal and/or superintendent to formulate charges against a student or students, and such charges, if proven correct, shall result in disciplinary action which is in accordance with parish policy and state law.

Student Smoking/Use of Tobacco (File: JCDA)

Students shall not be permitted to have tobacco in their possession or to smoke on the school grounds, or in school buildings during the school day, or at school activities held in school buildings after school hours, or when riding school buses to and from school. Parental permission to smoke or use tobacco does not exempt a student from this policy.

Student Alcohol and Drug Use (File:JCDA)

The Beauregard Parish School Board is dedicated to providing a drug-free learning environment for the students attending public schools. The use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful....The Superintendent shall be responsible for maintaining appropriate procedures for the detection of alcohol, drugs, or any imitation or other controlled substance. Any student found in violation of the above shall be suspended and recommended for expulsion by the principal.

Any student who distributes, sells, possesses, or dispenses in any manner or form whatsoever a controlled dangerous substance as defined by state law to another student or anyone else while on the school premises shall be expelled pursuant to the provisions and guidelines as set forth in state law.

NOTE: Research indicates energy/stimulant products produce adverse reactions in students. At the discretion of the principal, they may be banned from the school campus and activities.

Reports of Substance Abuse

State law mandates that teachers and other school employees report suspected substance abuse in school. These cases shall be reported to the principal. The principal must report each case of possession, distributing, sales or manufacturing to the proper law enforcement authority.

Expulsion (File:JDE)

A student arrested for intentional distribution or possession with intent to distribute any illegal drug or substance on school property shall be referred by the principal or designee, within five (5) days of arrest, for testing or screening by a qualified medical professional for evidence of abuse of alcohol, drugs or other dangerous substances. If treatment is needed, and the student agrees to cooperate in the recommended treatment, as certified in writing by the medical professional, such documentation may be used to initiate reopening the student's disciplinary case. The School Board shall take into consideration the student's agreement for professional treatment in making any final decision on any disciplinary action.

Grades PreK-12

Reports of Sexual Harassment

In accordance with parish policy, sexual harassment is a form of prohibited discrimination which contributes to an unacceptable educational environment. The Board will not tolerate sexual harassment. Such behavior should be reported to the principal or to the Supervisor of Child Welfare and Attendance who is located at the Beauregard Parish School Board Office. (Sexual harassment is further defined in the Discipline portion of the Student Handbook.)