



2925 Gray Hendrix Road - Knoxville, Tennessee 37931
Office (865) 539-7732 - Fax (865) 539-7745

Karns Middle School = EXCELLENCE for every student

Welcome to Karns Middle School for the 2017-2018 school year! Our faculty and staff are committed to working with our students and families for a year filled with excitement and opportunities for learning. We are confident that students will have a productive year, both academically and socially. With our **EXCELLENT** teachers and staff, we are also confident that students will learn.

The ultimate purpose of education is to help each student become an effective citizen in our society. Developing and accepting the responsibilities and obligations of good citizenship will help students participate successfully in the world of tomorrow. We hope that our students will take advantage of the many opportunities to succeed at Karns Middle School. Students should work hard, maintain a focus on education, and become involved in the varied activities within their school. Remember that student success and **excellence** at Karns Middle School will be directly proportional to student efforts.

The answers to many questions you may have can be found in your Student Handbook, on our school web site (knoxschools.org/karnsms), and the Knox County Schools web site (knoxschools.org). In order to have a safe, productive, and **excellent** learning environment, we need to follow procedures, policies, rules, and expectations of both Karns Middle School and Knox County Schools.

KMS Excellence.
Sherry Smith, Principal

**Karns Middle School
2017-18**

Agenda Acknowledgment

Parents, we ask that you sign this form to acknowledge that you have read and discussed with your child the school's rules and procedures as presented in this Agenda Planner. Please note that this student agenda does not represent complete policies and procedures; additional and complete information may be found on our KMS web site (*knoxschools.org/karnsms*), as well as the Knox County web site (*knoxschools.org*).

If you have any questions, please contact Karns Middle School.

Please sign and return this acknowledgement page to your homeroom teacher by the end of the first week of school.

_____ *Parent's Signature/Date*

_____ *Student's Signature/Date*

ADMINISTRATION

- Principal - Sherry Smith – sherry.smith2@knoxschools.org
- An SLC principal is assigned to serve and support a grade level. Please contact these administrators for grade or student specific information.
 - Wendy Newton – 6th grade – wendy.newton@knoxschools.org
 - Kamau Kenyatta – 7th grade – kamau.kenyatta@knoxschools.org
 - Katye J. Clemmons – 8th grade – katye.clemmons@knoxschools.org

ABSENCES, TARDIES, & EARLY DISMISSALS

In addition to Knox County Board of Education policy, the following procedures are in effect at Karns Middle School:

1. All notes regarding absences must be presented to the front office the day the student returns to school. For excused absences, students will be given up to three (3) days to obtain all work, then as many days as they were absent to make up the work, once the work is obtained. It is the student's responsibility to obtain work and make arrangements with the teacher for timely completion.
2. Students may miss up to ten (10) days, excused, with a note from a parent or guardian. After ten (10) days, all absences will require a note from a doctor. (See Knox County Policy)
3. Students are expected to be on time to school and to all classes each day. Tardies and early dismissals will be recorded as excused or unexcused in the school office. Excused tardies must be due to student illness (a note from parent/guardian must be presented in the office stating circumstances), medical appointment (a note from the doctor must be presented stating circumstances), bus failure, or approval of the principal or assistant principal. A student tardy to school for reasons other than the above will be considered UNEXCUSED!
4. If a student must leave during the school day due to illness or medical appointment, a parent/guardian must come to the school office and sign the student out. For your child's safety and protection, the person checking the student out MUST be on the student's profile and identification must be presented. No faxes or phone calls will be accepted for early dismissal or alternative route home. Due to the demands of afternoon dismissal in the classrooms and office, we will be unable to call students for early dismissal after 3:00. A note must be sent the following school day and must be given to the front office.

ACTIVITIES EXCLUSION

Many activities are planned each year to enrich the middle school experience for our students. These activities include assemblies, field trips, guest speakers, special television broadcasts, intramural sports, inter-scholastic basketball, track, cheerleading, spring field days, cookouts, dances, clubs, etc. **These activities are considered privileges, and student participation/attendance is based on the demonstrated ability to properly conduct one's self.** Exclusion from certain or all activities for some period

of time may be imposed by staff or administration on students who fail to conduct themselves appropriately in classes or at previous activities. Please be advised that students serving OSS are automatically excluded from all school activities during that time.

ATHLETIC EVENTS

1. Athletes, cheerleaders, and dance team members must have and maintain a "C" average in order to remain eligible for participation.
2. All KCS and school policies will be enforced at athletic events.
3. Students suspended from school are not allowed to attend after school functions.
4. If late pickup is a problem, students may be prohibited from attending future after school events.

THE SPORTSMAN'S CREED

*Our school is characterized by our conduct
We appreciate a good play, regardless of team
We never "boo" or criticize a player, coach or official
We are humble in victory, praiseworthy in defeat*

CHARACTER, NOT VICTORY, IS THE MOST IMPORTANT THING!

BAND, ORCHESTRA, AND CHORUS

Band, Orchestra, and Chorus are yearlong classes. Due to the content of these classes they cannot be added at the start of the second semester; however, drops must be made within the first two weeks of the school year. If a student signs up for these classes he/she is expected to remain in the class with all required equipment for the entire year! Remember that by taking Band, Orchestra, or Chorus, a student will reduce the number of other related arts classes available during the school year. An additional fee may be requested for these classes.

BOOK BAGS

Students must place book bags in their assigned locker or storage area upon entering the building. Book bags/backpacks are not allowed in the classroom. Sling/string bags will be allowed in the classroom.

BUS TRANSPORTATION

See Knox County Bus Code and Expectations in this handbook. Students are only allowed to ride their assigned bus except in the event of an emergency. In these situations, a note must be brought to the office prior to 9:00 A.M. An administrator must approve all emergency bus riding changes. Questions regarding transportation may be directed to the school or transportation at (865) 539-1550.

COMMUNICATION

KMS teachers use a variety of methods to keep parents up-to-date on their student's progress (webpages, agenda books, phone calls, e-mail, conferences, etc). Each teacher, at the beginning of the year, will inform parents of the method(s) he/she will use. You may schedule a parent-teacher conference by contacting the front office at (865) 539-7732, who will then relay the request to appropriate personnel.

Email tends to be the quickest and best way to access teachers. Phone contact is limited during the school day due to our focus on instruction. Our goal is to respond to communication within 48 hours, but please know that emergencies and unexpected events sometimes arise that may interfere with this timeline.

Parent Portal/Aspen is a service provided to parents so that they may check their student's grades at any time via internet.

You may call the school office to make arrangements to pick up books and assignments when a student has been absent. Remember to allow 24 hours for teachers to compile work. Students are encouraged to request work when they know in advance that they will be absent.

COUNSELORS

Each counselor is assigned a portion of the alphabet. Please use your student's last name to contact their counselor.

- Michelle Williams – A-F
michelle.williams@knoxschools.org
 - 7th & 8th related arts schedule changes
 - 5th to 6th grade orientation & activities
- Kristina Sims – G-M – Kristina.sims@knoxschools.org
 - 6th grade schedule changes
 - Testing coordinator
- Susan Nalls – N-Z – susan.nalls@knoxschools.org
 - 7th & 8th grade academic schedule changes
 - 8th to high school orientation & activities

DAMAGE TO SCHOOL OR BUS PROPERTY

Students who damage school property/equipment or who damage seats, windows, etc., on school buses will be required to pay for the repair or replacement of said property. This financial restitution will be in addition to other disciplinary action taken by the school for the incident. Such disciplinary action may involve suspension from bus service. (Knox County Board Policy)

DANCE POLICY

The following guidelines apply to all KMS dances:

1. ONLY KARNs MIDDLE SCHOOL STUDENTS in good standing will be admitted. Students who are placed on activities exclusion by administration for disciplinary and/or academic reasons will not be eligible to attend. This is to include all students who have had OSS since the last dance.
2. Dances shall be held from 3:45 P.M. until 5:30 P.M. unless otherwise approved by the principal. Any parent needing to pick up a student prior to that time must come to the front door and request the student.
3. All school rules and guidelines will apply for behaviors. Students engaged in inappropriate will be asked to call their parents and be picked up immediately. Students may be referred to the principal the next school day for disciplinary action, which may include exclusion from future Karns Middle School extracurricular events. School dress code will be enforced.

DEADLINES AND RESPONSIBILITY

Individual teachers, teams, and other school officials at Karns Middle School have the authority and responsibility to impose deadlines for submission of work, notes, permission

slips, money, etc. Since one of our goals relates to teaching student responsibility, please do not expect school administration or teachers to extend or ignore a deadline for an individual student. This includes, but is not limited to, field trip expectations, payments for major (optional) school trips (8th grade, chorus, orchestra, band, etc.), and 8th grade dance. When we sponsor an opportunity, we must pay fees/reservations in advance by deadlines, so they must be enforced with students.

EMERGENCIES/DRILLS

In accordance with Knox County policy, KMS will conduct safety drills through the school year. These drills include, but are not limited to, fire drills, disaster drills, random searches, lock-downs, and evacuations.

Students will follow all KMS and KCS policies during these drills and will listen to adult instructions. Student cell phone usage is not allowed during drills. If a true emergency occurs, parents will be notified according to KCS policies and procedures.

FEES

A student fee is requested at the beginning of each school year to pay for supplementary materials in the areas of language arts, mathematics, science, social studies, reading, health, art, technology, P.E., etc.

The school, within limits set by the Board of Education, determines the amount of student fees. Parents and students are informed of the specific amounts at the beginning of each school year.

FREE OR REDUCED PRICE LUNCH

All information and applications for KCS lunch programs are available on-line through the Knox County Schools website under the tab For Families.

GRADES & ASSIGNMENTS

Teachers will provide a syllabus for their classes at the beginning of the year. These will be sent home and will be posted on our KMS web site. Please review with your student the class curriculum, expectations, teacher grading/assignment policies, and supplies/materials needed for class.

Students earn grades, which are available on Aspen's Parent Portal. Progress reports are officially posted every 4 ½ weeks throughout the year, also on Parent Portal. Please note that 9-week, semester, and year-end grades are cumulative from each grading period. These grades that are officially posted may or may not be the same as a daily snapshot you may view from Aspen due to timing of grade entries, weighting of assignments, and appropriate grading period assessments.

KMS follows the approved Knox County grading scale:

- A = 93 – 100
- B = 85 – 92
- C = 75 – 84
- D = 70 – 74
- F = below 70

LIBRARY / MEDIA CENTER

Karns Middle School Library/Media Center offers a collection of books, periodicals, and technology to meet the academic and recreational needs of students. All materials are selected with the student in mind. The library staff is here to assist each student in locating resources for research or a book for recreational reading. Students and visitors are welcome to visit the library during school hours, 8:00 A.M. until 3:45 P.M.

LOCKERS

Lockers are the property of Knox County Schools and are subject to search. Students are to take care and use their assigned lockers only (only magnetic decorations on the inside of the locker are permitted.). Any decorations on the exterior are NOT permitted. Students who want to use a lock are required to purchase the lock from the school – the cost is \$6.00. No other locks are to be used on lockers. Due to enrollment numbers, students may be asked to share lockers or may be provided with an alternative storage space.

RECREATION LEAGUE TEAMS

The Karns Community is fortunate to have a thriving, year round sports program run by the Knox County Recreation Department. However, please be aware that these teams (soccer, baseball, softball, football, “Jr. Pro”, basketball, etc.) **ARE IN NO WAY SPONSORED, APPROVED, GOVERNED OR CONTROLLED BY KARNs MIDDLE OR KNOX COUNTY SCHOOLS.** Though many of these teams use the name Karns Middle School, the school or system disclaims any affiliation or responsibility for these teams and/or any problems arising from someone’s participation therewith. Any and all concerns regarding these teams should be made to the coaches involved or the Knox County Recreation Department.

The only sanctioned sports/events in Knox County middle schools are boys’ and girls’ basketball, cheerleaders, and boys’ and girls’ track.

SALE OF SCHOOL ITEMS

School pictures, yearbooks, etc., are available at appropriate times of the year. The price of these items is determined yearly by the cost of production. Students are not permitted to sell private items at school, as per school board policy.

SCHOOL CONTACT

The telephone number at Karns Middle School is (865) 539-7732. Due to the large number of students at Karns Middle School, we request that parents not ask the office to relay messages to students unless it is an EMERGENCY! Students may get permission to use the school telephone. The office telephone should not be used for non-school related matters.

Note about students’ personal cell phones – We understand that parents want to have instant access to their students; however, students are not allowed to use their cell phones during the school day except for approved educational purposes, as per KCS policy. This protects the educational environment. Students are allowed to access their phones until 8:00 A.M. and at 3:25 P.M. Please help us

by not expecting your student to read and/or respond to texts and/or phone calls during the school day.

SCHOOL HOURS

- School hours are 8:30am - 3:30pm.
- School office hours are 7:30am - 4:00pm.

SCHOOL WEBSITE

The Karns Middle School website has lots of helpful information and can often refer you to other links for more detailed information.

<http://www.knoxschools.org/karnsms>

- Please utilize teacher email addresses as a communication tool. These can be found under the “Contact Us” tab on the home webpage.
- Knox County Schools also utilizes Aspen’s Parent Portal as a communication tool with parents. From here, parents can access student grades and teacher class information. Please utilize the links to the left on our school homepage for access.

SNACKS/DRINKS/ETC.

Snacks, drinks, etc. are permitted only with permission of staff/administration. Individual teachers will have the final decision on whether these food items may be consumed in their classroom. Violators will face disciplinary action. Eating and drinking in hallways is prohibited.

SPECIAL EDUCATION SERVICES

Knox County Schools provides a continuum of services for students who qualify for special education under the Individuals with Disabilities Education Improvement Act (IDEIA) or Section 504 of the Vocational Rehabilitation Act. If you feel your child might require special services and want Knox County Schools to provide services, contact the school to which your child is zoned or call Pupil Personnel Services at (865) 539-1535.

If records are available for review or other information that the school might need in order to provide these services, please sign and return a release of information form. Forms are available at your child’s zoned school.

NOTE: Laws/regulations pertaining to IDEIA/504 students may affect some Karns Middle School policies/procedures.

STUDENT DRESS CODE

See Knox County Dress Code Policy at Knoxschools.org. Students will be given the opportunity to change or call home. Final decision will be at the discretion of the administrator.

STUDENT SCHEDULES

Schedules are available on Aspen’s Parent Portal. Printed copies will also be provided for students the first day of school. Please know that schedules are subject to change within the first weeks of school due to student needs and enrollment.

Academic assignments for students are determined using various data and KCS guidelines. Information considered for academic placements includes, but are not limited to: previous placements, teacher recommendations, standardized assessments, universal screenings, IEPs, 504s,

the need to balance classes, and other considerations as deemed appropriate by administration.

KMS is fortunate to have many Related Arts classes; these classes are scheduled using KCS guidelines, student participation in previous programs, and student interests when possible.

VISITATION POLICY

Parents are welcome to visit and observe our classes. However, for sound educational planning, we request that a visitation appointment be for one class period only and be made by calling the school office at least 24 hours prior to the planned visit. ALL visitors **MUST** report to the office and obtain a "VISITOR PASS". If a parent/guardian needs to see his/her child during the school day, identification will be required AND the individual must be listed on the student profile.

WALKERS AND CAR RIDERS

Students who walk to/from school or who are transported by car must enter and exit the building through the front lobby. Students are to enter the building immediately upon arrival and go to the designated area.

Students will be admitted to the building at 7:20 A.M. (or whenever the first bus delivers students at school, as per KCS policy) and will be released to the front parking lot for departure at 3:30 P.M. Parents should not drop off or pick up students in the bus rider lanes or the staff parking lot. Please be aware that supervision for students awaiting their afternoon ride ends at 4:00 P.M. After 4:00, for safety reasons, students must wait for parents in the front lobby. Walkers are expected to leave the campus immediately upon being released at 3:30 P.M.

DISCIPLINE INFORMATION

****Important Note****

Knox County Schools, under the direction of the Knox County School Board and in cooperation with the Disparities in Educational Outcomes Task Force, are reviewing/revising KCS disciplinary guidelines.

Philosophical Statement

The staff of Karns Middle School believes that good behavior and discipline are necessary for an orderly school environment. All students should be provided a safe and secure atmosphere in which to work and grow. Therefore, the staff of Karns Middle, in conjunction with students and parents, will strive to provide the necessary environment that allows students to reach their maximum potential.

Our ultimate goal for students who disrupt the learning environment is to encourage a change in behavior so all students may continue with their education.

Appropriate Student Behavior

Students at Karns Middle should treat their teachers and classmates with respect. Since we spend so many hours in our KMS school building, students are encouraged to take an active part in maintaining a clean and attractive school building. Good citizenship is expected and recognized on a daily basis – CHARACTER COUNTS. To keep our school

safe and drug free, it is each student's obligation to report any type of threats, drugs, weapons, etc. Students reporting these possible violations may be saving a life, and their names will be kept in strict confidence.

Disciplinary Guidelines and Consequences

School administrators are bound by federal, state, and local regulations governing disciplinary matters. These regulations sometimes require that students be treated individually. Also, confidentiality must be protected for all students. If at times it seems that different consequences are applied for similar offenses, please be assured that administrative discretion will be utilized to ensure that all students are treated as fairly as possible, while being responsive to the individual differences of our students when necessary. Administrators and staff will ensure consequences applied will minimize the amount of instructional time lost and ensure a safe and ordering learning environment. It is considered a breach of confidentiality for us to discuss a student's discipline with anyone other than his/her parents.

The disciplinary consequences chart follows in this handbook. Specific guidelines are further noted in the following information.

Level IV actions will be handled directly by administration. These behaviors, because they are illegal or pose an extreme threat to the safety of others, usually require administrative actions that may result in the immediate removal from school, out-of-school suspension/expulsion, the intervention of law enforcement authorities, and action by the School Board.

- Possession/Use of alcohol, drugs, or other illegal substances
- Furnishing, distributing, selling alcohol, drugs, or other illegal substances
- Possession/use/transfer of a firearm or other weapon
- Possession/use/transfer of a knife or other weapon
- Theft/Possession/Sale of stolen property
- Extortion
- Gambling (Major)
- Possession/use of noxious or irritation chemicals, gas, pyrotechnics, etc. (i.e. stink bombs, pepper gas, mace, fireworks, etc.)
- Vandalism (Major)
- Assault/Battery
- Arson
- Bomb threat

MINOR OFFENSE LOG ("Minors' Log")

KMS utilizes a minor offense log to record incidents that occur in the classroom and school grounds that are considered minor offenses. Students are allowed 3 minor infractions with consequences by the teacher (parent note, parent call, etc.). Upon the 4th minor infraction, the student will be given an office referral with consequences according to KMS/KCS discipline guidelines.

DISCIPLINARY OPTIONS

A continuum of restorative interventions, isolated lunchtime, isolated class periods, in-school suspension (ISS), and out-of-school suspension (OSS) are used at Karns

Middle School as disciplinary options. Isolated class periods and isolated lunchtime are used for the most minor infractions. ISS is used for minor violations wherein it is decided that this administrative action is more appropriate than an OSS. Students in ISS are counted present and receive work. Students serving OSS will be allowed to obtain assignments and have the opportunity to make-up grades. It is the student's responsibility to obtain these assignments and have them submitted in a timely manner as determined by the teacher.

FIGHTING

The faculty and administration of Karns Middle School consider student fighting a serious violation of conduct expectations. Fighting endangers the health and safety of the participants as well as by-standers and constitutes a major disruption of the educational process. Therefore, students who fight or entice others to fight are subject to immediate suspension from school. Repeat offenders will face increasingly longer suspension for each incident.

Students who are faced with a fight or potential fight are to seek adult assistance immediately (even if that means coming directly to the office) rather than continue the conflict or retaliate. ("He/she hit me first" will NOT be considered a valid excuse.) Students who incite others to fight will face suspension from school as well as those actually fighting.

*This discipline plan does not cover all possible discipline incidents. Those incidents not enumerated above will be dealt with as they occur, and the administration reserves the right to deal with them as they deem appropriate.

INAPPROPRIATE ITEMS

Many items, which middle school students possess, are inappropriate to bring to school. Such items include skateboards, heelys (roller shoes), radios, cameras, ipods, ipads, tape/CD/MP3 players, toys, jewelry and other expensive items, trading cards, playing cards, certain magazines, stuffed toys/animals, blankets, curling irons, etc. If brought to school, these items may be taken up and held until a parent/guardian picks up the item(s). In addition, if students choose to bring these types of items to school, Karns Middle School will NOT be responsible for them nor be obligated to investigate loss/theft/damage to them. All unclaimed, confiscated items are subject to loss or donation one week after the end of the school year. Violators may be subject to disciplinary action.

Any student bringing, possessing, distributing, creating or copying any materials deemed vulgar, obscene, offensive,

or pornographic by Karns Middle School will be subject to suspension from school.

Excessive amounts of money should not be brought to school. Karns Middle School will not be responsible if money is lost or stolen.

ILLEGAL ITEMS

No student can have in his/her possession at school, school events, or on the school bus items such as guns, drugs, tobacco, laser pointers, matches, lighters, razor blades, knives, sticks, sprays, chains, throwing stars, firecrackers, smoke bombs, stink bombs, ammunition or related items, fingernail polish or remover, or any other item judged capable of inflicting harm to others or causing property damage. **ITEMS WILL BE RETURNED ONLY TO PARENT OR GUARDIAN.** Offenders are subject to suspension, possible long-term suspension, or recommendation for expulsion. Legal authorities may also be notified. (Knox County Board Policy).

**Knox County Schools
2017-2018 Calendar**

Aug. 7	First Day for Students (1/2 day for students)
Sept. 4	Labor Day Holiday – no school
Oct. 6	End first 9-week grading period
Oct. 9-13	Fall Break
Nov. 7	Student Holiday-Inservice Day
Nov. 22-24	Thanksgiving Holidays
Dec. 20	End second 9-week grading period (1/2 day for students)
Dec. 21-Jan. 5	Winter Holidays
Jan. 8	Student Holiday – Inservice Day
Jan. 9	First Day for Students
Jan. 15	Martin Luther King Jr. Day - Holiday
Feb. 19	Student Holiday- Inservice Day
Mar. 9	End of third 9-week grading period
Mar. 12-16	Spring Break
Mar. 30	Good Friday Holiday – no school
April 2	Student Holiday – Inservice Day
May 24	Last Day for Students (1/2 day for students) End fourth 9-week grading period

KARNS MIDDLE SCHOOL DISCIPLINARY GUIDELINES
In collaboration with KCS Policy and Procedures

	VIOLATION	LEVEL I	LEVEL II	LEVEL III
1	Dress Code	1 st & 2 nd Offense – Correct dress violation or 1 Day ISS	3 rd Offense – 3 Days ISS (Insubordination)	4 th Offense – 3 Days OSS (Insubordination)
2	Tardy to Class	3/Teacher contact parent	4-5/One day ISS	6+/OSS
3	Violation of School Rules and Policies	Teacher Intervention / ISS	ISS / OSS	OSS / Disciplinary Hearing
4	Class Cut/Absent without Permission/Out of Area	Administrator Discretion / ISS	ISS or OSS	OSS
5	Leaving Campus without Permission	See Level II	2 Days OSS	4 Days OSS/Disciplinary Hearing
6	Class Disruption	Teacher Intervention (parent contact)	ISS or OSS	OSS / Disciplinary Hearing
7	Profanity directed toward other students	1 Day ISS	3 Days ISS	3 Days OSS
8	Profanity directed toward staff	1 Day OSS	3 Days OSS	OSS / Disciplinary Hearing
9	Random Profanity	Written warning/Phone call to parent	Phone call to parent	3 days ISS or OSS (Insubordination)
10	Inappropriate Language / Comment / Gesture / Actions	Administrator Discretion / ISS	ISS or OSS	OSS / Disciplinary Hearing
11	Unauthorized Area/Out of Area	Administrator Discretion / ISS	ISS or OSS	Repeated Off. – Disciplinary Hearing
12	Insubordination (Refusing Reasonable Request) / Disrespect	Teacher Intervention / Administrator Discretion	ISS or OSS	OSS / Disciplinary Hearing
13	Cheating	Loss of Points / Parent Contact by Teacher	Loss of Points / Parent Call / ISS	Loss of Points / OSS
14	Harassment / Hazing / Bullying <i>(Parent contact on all levels.)</i>	Administrator Discretion – may include: Warning / Contract / ISS / OSS	ISS or OSS	OSS / Disciplinary Hearing
15	Inappropriate Use of Computer	Administrator Discretion – may include: Loss of Privileges / ISS / OSS	ISS or OSS	OSS / Disciplinary Hearing
16	Inappropriate Display of Affection	Warning/Parent notification	ISS/Parent notification	ISS or OSS
17	Use of Electronic/Communication Devices During School Hours without Permission (cell phone, tablet, e-reader, etc.)	Administrator Discretion – may include: Warning / Loss of Privileges / ISS / OSS	Administrator Discretion – may include: Warning / Loss of Privileges / ISS / OSS	Administrator Discretion – may include: Warning / Loss of Privileges / ISS / OSS
18	Forged Note or Document	See Level II	ISS and Parent Contact	OSS
19	Possession/Use of Tobacco Products	See Level II	4 Days OSS	10 Days OSS / Disciplinary Hearing
20	Possession of Lighters or Matches	Administrator Discretion / Confiscation	ISS	OSS
21	Disruption of ISS	See Level II	Administrator Discretion / OSS	OSS / Disciplinary Hearing
22	Fighting/Physical Altercation	See Level II	4 Days OSS	Disciplinary Hearing
23	Inciting Others to Fight / Failure to Disperse When Instructed	See Level II	Administrator Discretion / OSS	Disciplinary Hearing
24	Theft of Personal or School Property or Café	See Level II	OSS / Restitution	Disciplinary Hearing
25	Vandalism / Destruction of School or Personal Property	See Level II	OSS / Restitution	Disciplinary Hearing
26	Threat to Others	Administrator Discretion / ISS / OSS	ISS or OSS	OSS / Disciplinary Hearing
27	Minor Log – Excessive Infractions* <i>(1st - 3rd entry – Parent notification)</i>	4 th entry = Referral – Administrator Discretion / ISS / OSS	*	*

*Minor log is KMS discipline documentation for minor classroom incidents. After the 4th entry, consequences start over at level 1. Upon the 8th entry or sooner, student is considered in violation of school rules and order and have all discipline addressed through an office referral. The log is cleared at the semester for all students.

The school administration reserves the right to use administrator discretion with disciplinary options.

KNOX COUNTY SCHOOLS Disciplinary Terms and Definitions

Confiscation: Items that are prohibited on school grounds or are a distraction will be labeled as to ownership and turned over to the office. These items may be returned to the student or parents at the Administrator's discretion. (Note: beepers, cell phones, etc. may be turned over to Knox County Security.)

Hazing: Name-calling, inflammatory or disrespectful remarks, harassment (verbal or physical) is prohibited at all times and is subject to disciplinary consequences.

In School Suspension (I.S.S.): I.S.S. is a consequence sometimes given for inappropriate behavior. This consequence involves placement of the student in a special class for at least one-half day with a designated staff member. Students are expected to complete regular academic assignments, participate in some form of school service, and follow the schedule and guidelines outlined by the staff member in charge.

Out of School Suspension (O.S.S.): This is a consequence given for persistent misbehaviors of such a serious nature as to warrant being prohibited from school attendance. Students who receive O.S.S. are subject to the following rules:

- The student is not allowed on campus at any time.
- The student is not allowed to attend any school function, including, but not limited to, athletic events, dances, or school performances.

Long Term Suspension: Any out-of-school suspension that is longer than four consecutive days is considered "long term." A disciplinary hearing will be held before any long-term suspension has been given.

Initial Hearing/Disciplinary Hearing: When information is received by the Administration indicating that a student has committed a violation that could result in a suspension of more than four days, meetings will be scheduled for the following purposes in the order given below:

Hearing Notification (Includes Administrator and Student + Parent/Guardian)

- To present information concerning the violation.
- To hear the student's statement or statements of others who may have information relative to the violation.

I.E.P. Team

- To determine if violation is a manifestation of the Special Ed certification.
- To determine if placement/programming is needed.

Disciplinary Hearing (For Special Ed. if not manifestation and all regular Ed.)

- To determine guilt or innocence.
- To determine the appropriate consequences for the violation.

Search and Seizure: According to Knox County Board Policy Handbook (JCAB), school lockers, backpacks, pocketbooks, etc. are subject to search. (Guidelines concerning such searches are outlined in the Knox County Policy Handbook available in the school office.) Parents will be contacted after the student is searched.

Zero Tolerance Policy

In order to ensure a safe and secure learning environment free of drugs, violence and dangerous weapons, any student who engages in the following behaviors shall be removed from the base school for a period of not less than one (1) calendar year.¹ The Director of Schools has the authority to modify this suspension requirement on a case-by-case basis.

Zero tolerance acts are as follows:

1. Any student who while on a school bus, on school property or while attending any school event or activity:

- (a) unlawfully possesses a legend drug or any other controlled substance¹ ; or
- (b) knowingly possesses a firearm as defined in 18 U.S.C. § 9212; or
- (c) commits aggravated assault on a teacher, a School Resource Officer (SRO), an officer of the law assigned to patrol a Knox County School property or other employee of the school system.

It is the Board's intent that the Director of Schools exercise his power to modify to ensure that no student shall be out of school for more than two semesters for a zero tolerance offense.

The Director of Schools shall consider each zero tolerance case for placement in the alternative school program.

To view this policy (J-194) in its entirety visit:
www.knoxschools.org

Restricted Areas

Students are not allowed in the following areas:

- Parking lots during school hours without administrative permission.
- Rooms or areas designated "Staff Only."
- Any unsupervised area during classes w/o permission.
- In the building after 4:00 without staff supervision for a school activity.

Harassment, Intimidation, and Bullying or Cyber-bullying

Knox County Schools prohibits acts of harassment, intimidation, bullying and cyber-bullying. A safe and courteous environment in school is necessary for students to learn and achieve. Harassment, intimidation or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate students in a safe and orderly environment; and since students learn by example, administrators, faculty, staff and volunteers should be positive role models in demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation or bullying. All Knox County Schools' teachers and administrative personnel are responsible for ensuring this policy is faithfully implemented in all areas under their purview or direct supervision.

- "Cyber-bullying" means bullying undertaken through the use of electronic devices;
- "Electronic devices" include, but are not limited to, telephones, cellular phones or other wireless telecommunication devices, personal digital assistants (PDAs), computers, electronic mail, instant messaging, text messaging, and web sites;
- "Harassment, intimidation or bullying" means any act that substantially interferes with a student's educational benefits, opportunities or performance; and:

If the act takes place on school grounds, at any school-sponsored activity, on school-provided equipment or transportation or at any official school bus stop, the act has the effect of:

- Physically harming a student or damaging a student's property;
- Knowingly placing a student or students in reasonable fear of physical harm to the student or damage to the student's property;
- Causing emotional distress to a student or students; or
- Creating a hostile educational environment; or

If the act takes place off school property or outside of a school-sponsored activity, it is directed specifically at a student or students and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment or learning process.

All students are expected to refrain from acts of harassment, intimidation and bullying or cyber-bullying in any form and to be aware that such disciplinary measures as are appropriately assigned in Board policy J-191 will be utilized for the unacceptable behavior described above.

Students who feel they are being harassed, bullied or intimidated may report this concern to any teacher or school administrator or the office of the Superintendent using any means of communication with which they feel comfortable.

Consequences and appropriate remedial action for students who commit acts of harassment, intimidation or bullying may range from behavioral interventions up to and including suspension or expulsion. The appropriate action will be consistent with established Board Policy, case law, Federal and State statutes.

To view this policy (J-211) in its entirety visit: www.knoxschools.org

Guidelines for Medication

No medication of any kind shall be self-administered by students, even with assistance from school nurses or other school personnel, except when medication must be given on a long term basis and is necessary to affect an improvement in, or control of, a health problem during the school hours. Medications such as Tylenol, aspirin, and other over the counter (O.T.C.) medications are included in these regulations. Any student who is required to take medication during the regular school hours must comply with the medication policy.

These regulations must include the following:

1. The school system has the final decision-making authority with respect to the administration of medications and to reject requests for administering medications.
2. Written orders must be provided by a medical health care provider who has the legal right to write a prescription. The order must include the name of the drug, dosage, frequency or time interval, route or method of administration, the time to be administered, route of administration, possible side effects, and method of storage.
3. One medication per form is allowed on the Physician Form and the form(s) must be renewed each school year. If the prescribed medication order is changed during the school year, a new authorization (Physician's Form) is required. Both the medical health care provider and parent/guardian must sign the form.
4. A parent/guardian signature is required on the Physician Form for Administration of Self-Medication before a student can be assisted with self-medication.
5. All medications, whether prescription or over-the-counter, must be brought to the school by a responsible adult (parent/guardian). Students may not carry medications of any kind on their person with the exception of asthma inhalers, Epi-Pens (anaphylaxis medications) or insulin delivery systems with written permission from a parent and authorization by a medical health care provider. Failure to properly register medication shall lead to a presumption that any such

medication is not lawfully in the possession of the student.

6. All medications must be in appropriate containers which are properly labeled by a medical care provider or pharmacy. The prescription bottle must be the latest one filled by the pharmacy or medical care provider. Any over-the-counter (OTC) medication prescribed for a student must be provided in its original unopened, unexpired container with the original label and has the student's name written on the medication container.
7. Upon receiving the medication at school, the quantity of medication received must be confirmed and documented. A secure location must be provided for the storage of medications.
8. All medications self-administered must be documented on the Medication Administration Record. Medication records will be kept in the student's cumulative record when completed.
9. School Nurses will monitor the administration, documentation, and storage of all medications on a regular basis.
10. The parent/guardian is responsible for picking up any unused medication at the end of the treatment or at the end of the school year. Any medications not picked up shall be destroyed as per Knox County policy.

To view this policy (J-352) in its entirety visit: www.knoxschools.org

Failure to follow the medication policy may result in a Zero Tolerance offense.

Attendance

The Board recognizes that good attendance at school is basic to student learning. Attendance is a key factor in student achievement; therefore, students are expected to be present each day that school is in session. Parents have both a legal obligation and a moral responsibility to see that children are present every day that school is in session.

The Director of Schools shall establish and maintain an attendance program designed to ensure all school age children attend school and that alternative program options are available for students who do not meet minimum attendance requirements. This program shall be designed so that it addresses and adheres to all statutory and regulatory requirements established by the State of Tennessee. School administrators and faculties are expected to develop programs and practices to achieve or exceed student attendance goals established by the State Board of Education. For these reasons, the Knox County Board of Education has adopted the following policy on student absences.

Acceptable (excusable) absences:

1. Personal illness, injury and hospitalization.
2. Illness in the family temporarily requiring help from the child.
3. Death in the immediate family.
4. Recognized religious holidays regularly observed by persons of the student's faith.
5. Verifiable family emergency.
6. Court appearances for summons, subpoena or court order.
7. For students with a parent or guardian who is deployed as member of the United States Armed Forces the following excusable absences shall apply provided appropriate documentation of the service member's deployment is furnished:
 - a) An excused absence for one (1) day when the member is deployed;

- b) An excused absence for one (1) day when the service member returns from deployment; and
 - c) Excused absences for up to ten (10) days for visitation when the member is granted rest and recuperation leave and is stationed out of the country.
8. Students who are pregnant are excused from school for hospitalization and doctor's appointments when a physician's statement is provided. If a student is participating in a homebound program due to pregnancy, the homebound teacher will maintain attendance documentation.
 9. Juniors and seniors are allowed two (2) days per year for college visits. These will be counted as excused absences. Visits must be arranged through the school counseling office.
 10. Students participating in school-sponsored activities whether on or off-campus shall not be counted absent. In order to qualify as "school sponsored," the activity must be school-planned, school-directed, and teacher-supervised.
 11. Extenuating circumstances determined on a case-by-case basis.

In order to be counted present on any and all accounting attendance records, students in grades K-12 shall attend school for a time period of three (3) hours and thirty (30) minutes per school day. Students who attend less than three (3) hours and thirty (30) minutes per school day shall be recorded and reported as absent on any and all attendance records.

To view this policy (J-120) in its entirety visit:
www.knoxschools.org

STUDENT DRESS CODE

The following expectations for student dress have been established to promote a safe and optimum learning environment.

Apparel or appearance which tends to draw attention to an individual rather than to a learning situation must be avoided. In matters of opinion, the judgment of the principal/designee shall prevail.

The following standards will be observed in all Knox County Middle and High Schools:

1. Pants must be worn at the waist. No sagging allowed.
2. Shirts, blouses, and dresses must completely cover the abdomen, back, shoulders and must have sleeves. Shirts or tops must cover the waistband of pants, shorts, or skirts with no midriff visible. Low-cut blouses, shirts, or tops or extremely tight tops, tube tops, or any top that exposes cleavage are prohibited.
3. Head apparel, except for religious or medical purposes, must not be worn inside the school building.
4. Footwear is required and must be safe and appropriate for indoor and outdoor activity.
5. Clothing and accessories such as backpacks, patches, jewelry, and notebooks must not display
 - a. racial or ethnic slurs/symbols,
 - b. gang affiliations,
 - c. disruptive, vulgar, or sexually suggestive language or images; nor, should they promote products which students may not legally buy; such as alcohol, tobacco, and illegal drugs.
6. Skirts, dresses, and shorts must be beyond mid-high length.
7. Sleepwear, pajamas, and/or blankets cannot be worn in school.

8. Prohibited items include
 - a. large, long and/or heavy chains,
 - b. studded or chained accessories,
 - c. sunglasses, except for health purposes,
 - d. sleepwear, and
 - e. skin-tight outer materials without appropriate coverage.

The school administration reserves the right to determine whether the student's attire is within the limits of decency and modesty. Administration should strive for consistency so the dress code is applied evenhandedly to male and female students.

The principal may allow exceptions in special circumstances or occasions such as holidays or special performances and may further prescribe dress in certain classes such as physical education, vocational classes, and science labs.

Any student not attired in accordance with this policy shall be subject to correction of the violation. If a correction cannot be made, the student shall be subject to additional disciplinary measures as described in Policy J-191 "Misbehaviors and Disciplinary Options."

To view this policy (J-260) in its entirety visit:
www.knoxschools.org

Relationships

- **No** pushing, scuffling, or horseplay
- **No** harassing, or name-calling
- **No** P.D.A (public display of affection)
- **No** Fighting (unacceptable)

Guidelines for Student Messages, Packages, Flowers, Balloons, Etc.

To avoid excessive announcements, interruptions, and the overloading of office personnel, only emergency messages or packages (such as forgotten lunches, lunch money, etc.) from parents or guardians will be accepted for distribution to students during school hours. Students will be called to the office between classes only. Deliveries such as flowers, balloons, etc. will be distributed to students at the end of the school day. The school will not accept deliveries on high volume days – i.e. Valentine's Day.

Cafeteria Guidelines and Rules for Food and Drink

- All food and drinks must be consumed in DESIGNATED AREAS only, unless by special permission.
- Eating areas are to be left **clean and trash-free and trays properly returned to designed area.**
- **Visitors** are not permitted in the cafeteria during lunch periods without administrative approval.
- Each student is to use his/her personal cafeteria number only. **This number is not to be used by any other student**, with or without the permission of the owner.
- Students must present all food and drink items to a cashier for payment. **Food or drink not presented and paid for will be considered stolen**, and appropriate disciplinary actions will be assigned.
- All school behavior guidelines should be followed during lunch.
- No food and drink (except water) is permitted in classrooms or other instructional areas except by special permission.

Personal Communication Devices and/or Electronic Devices

A "personal communication device" (PCD) such as a cell phone, is a device that emits an audible signal, vibrates, displays a message or otherwise summons or delivers a communication to the possessor.

A personal electronic device is a device that can be used as a camera, a recorder, a player, or any such item that electronically transmits or receives a signal, image, sound file, data file or message.

PCDs and personal electronic devices including but not limited to CD players, iPods, MP3 players, netbooks, laptop or notebook computers or iPads may be stored in backpacks, purses, or personal carryalls. However, the use of the devices during class-time is forbidden unless approved for an academic activity by the principal or the principal's designee. This is not intended to discourage the use of these devices for instructional purposes, but to establish parameters and appropriate oversight for their use. Improper use or storage of PCDs and electronic devices may result in confiscation of the device until it can be released directly to a student's parents and/or guardians. A student in violation of this policy is subject to related disciplinary action.

Students may possess PCDs while on school property. The devices may be used before and after school. At all other times the PCD must be in the off mode. The principal or the principal's designee may grant a student permission to use a PCD during class time for a specific academic purpose or at other times for other purposes that the principal deems appropriate.

In addition to the parameters established above, use of a PCD or other electronic device to bully, harass or intimidate others will be subject to related disciplinary action. Using a PCD or other electronic device for any illicit activity including but not limited to take, disseminate, transfer, or share obscene, pornographic, lewd, or otherwise illegal images, photographs, or similar material whether by electronic data transfer or otherwise may constitute a crime under State and/or Federal law. Any student taking, disseminating, transferring, possessing or sharing obscene, pornographic, lewd, illegal, or otherwise inappropriate images or photographs of other students or any other under age individual at school, on a school bus or while attending any school event or activity will be subject to the disciplinary procedures of the school district and reported to law enforcement and other appropriate State or Federal agencies.

To view this policy (J-240) in its entirety visit: www.knoxschools.org

Grade Reporting and Grading Scale

All class grades are cumulative, representing all class work from beginning of the course to the date of the report. Each successive report is not the average of previous grade reports; rather, it represents the compiled scores of all daily lessons, homework, projects, quizzes, examinations and other classroom assignments during the entire 22, 45, 67, or 90 days covered by the report. Progress reports and report cards will be distributed within 5 days of the end of the grading period.

The Tennessee Comprehensive Assessment (TCAP) results will compose 15% of second semester grades in

math, reading/language arts, science and social studies for students in grades 3 - 8.

Grade Percentage Range

A	93 - 100
B	85 - 92
C	75 - 84
D	70 - 74
F	0 - 69

Equal Opportunity Notice

The Knox County School System affirms that it will comply with Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990, Title VI and Title VII of the Civil Rights Act of 1964, and Age Discrimination Act in Employment Act of 1967.

No person shall, on the ground of race, color, national origin, sex, religion, age, disability or veteran status, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or be subjected to discrimination in employment opportunities or benefits.

Anyone who believes that Knox County Schools has discriminated against them or another individual may file a complaint. Knox County Schools has designated the following people to handle such grievances to comply with the law. Student complaints of discrimination on the basis of disability should be directed to the Section 504 Compliance Coordinator, Room 909 of the Andrew Johnson Building at (865) 594-1540. Complaints of discrimination on the basis of disability, sex, race, color, religion, national origin, age, or veteran status should be directed to the Title VI, Title IX and ADA Coordinator, Room 1517 of the Andrew Johnson Building at (865) 594-1918 and/or the following:

Title VI Coordinator
Tennessee Department of Education
and/or
The Office for Civil Rights
U.S. Department of Education
P.O. Box 2048, 04-3010
Atlanta, Georgia 30301-2048

Unsafe School Choice Notice

Beginning in the 2003-04 school year, every local education agency (LEA) shall implement the Unsafe School Choice Policy approved by the State Board of Education as mandated under Section 9532 of the No Child Left Behind Act of 2001. The LEA shall provide any student who attends a persistently dangerous school, or any student who has been the victim of a violent crime while at school, the opportunity to attend a safe school.

Additional information regarding this option may be obtained by contacting Brian Hartsell at 594-1502

To view this policy (J-290) in its entirety visit: www.knoxschools.org

Knox Schools Statement Of Compliance

Knox County Schools (KCS) is an equal opportunity provider of services and employment. KCS respects, celebrates and encourages diversity that positively contributes to the community. KCS believes diversity encompasses but is not limited to: ethnicity, race, gender, economic circumstances, sexual orientation, physical and mental abilities, education level, philosophy and geographic location. KCS will not discriminate or limit access to any educator, principal, student,

or community member on the basis of gender, race, national origin, religion, color, disability, or age. The participants of this proposal are reflective of the above commitment to compliance. The resources of the Knox County Schools (TN) and their grant partners are broad in their support of the various needs of the students and families and ensure equitable access. At a minimum, reasonable accommodations are offered as defined by federal law. KCS will also meet the needs of participants if/when unique situations and circumstances occur. Support services include but are not limited to hearing, speech and vision services, physical access management, health related support for various limitations, curricular differentiation and advisement for multiple skill levels and learning sites, academic mentorship, and broadly focused guidance for students. The Knox County Schools (TN) continue to be committed in its support of all equity statues as required by Federal law and actively pursues compliance on an ongoing basis. A formal grievance process that is open and accessible has been established for monitoring compliance and addressing concerns. Inquiries regarding nondiscrimination policies should be made to the Knox County Schools, director of Human Resources, 912 S. Gay Street, Knoxville, TN 37902.

**Knox County Board of Education
Civility Code**

It is the intent of the Board to promote mutual respect, civility and orderly conduct among district employees, parents and the general public. This policy provides rules of conduct that both permit and encourage participation in school activities and communication between parents, community members and school district personnel. This policy also identifies those behaviors that are considered inappropriate and disruptive to the operation of a school or other school district facility.

It is not the intent of the Board to deprive any person of his or her right to freedom of expression.

EXPECTATIONS

Students, faculty, staff, parents, guardians and all other members of the community shall:

1. Treat one another with courtesy and respect at all times.
2. Take responsibility for one's actions.
3. Be cooperative, to the greatest extent possible, toward one another and in solving problems based on what is in the best interest of students.
4. Refrain from behavior that threatens or attempts to disrupt school or school district operations; physically harms someone; intentionally causes damage; employs loud or offensive language, gestures, or profanity; or inappropriately shows a display of temper.

RESPONSE TO UNCIVIL BEHAVIOR

The Board does not condone a lack of civility by anyone, and recognizes the following appropriate administrative avenues for aggrieved parties to seek action or redress.

1. A student who believes that he or she has not been treated in a manner reflective of the Code of Civility should report such behavior to the appropriate building level administrator.
2. A parent, guardian or community member who believes that he or she has not been treated in a manner reflective of the Code of Civility should report such behavior to the staff member's immediate supervisor or the student's appropriate building level administrator.
3. An employee who believes that he or she has not been treated in a manner reflective of the Code of Civility should address the concern through the appropriate supervisory chain. If personal harm is threatened, the employee shall notify their supervisor and may also contact law enforcement. If a communication such as voice mail or e-mail or any type of written communication is demeaning, abusive, threatening or obscene the employee is not obligated to respond.
4. Any visitor on school district property who has breached this Civility Code may be directed to leave the premises by an administrator or security officer. If such person does not immediately and willingly leave, law enforcement may be called.

Bus Conduct and Expectations

Bus transportation is provided for Knox County students who live outside the Parental Responsibility Zones (PRZ) for each school. A map of these zones, as well as a listing of bus stops and pick-up times, is available in the Guidance Office or the Knox County Transportation Office.

Discipline on our school buses is a priority in order to insure the safety of all children. Bus transportation provided by the Knox County School System is considered to be an extension of the school day. Therefore, just as appropriate behavior is expected in the classroom, it is expected on the bus. Knox County bus rules are posted on each bus; failure to cooperate with driver may result in removal of student riding privileges and/or suspension from the bus. **To view this policy (J-250) in its entirety visit: www.knoxschools.org**

LEVEL I VIOLATIONS	LEVEL II VIOLATIONS	LEVEL III VIOLATIONS
<ul style="list-style-type: none"> • Eating or drinking on the bus • Failure to remain seated • Improper boarding/departing procedures • Refusing to obey driver • Loud, rude, or abusive behavior • Profane language/obscene gestures • Any behavior jeopardizing safety • Other 	<ul style="list-style-type: none"> • Third violation of Level I behavior • Tampering with bus equipment • Fighting/pushing/tripping • Bringing articles aboard the bus of injurious or objectionable nature • Destruction of property (Principal to determine if parent/guardian is responsible for damages and the appropriate amount.) • Possession and/or use of tobacco products • Profane language/obscene gestures • Throwing objects in or out of bus • Hanging out bus window • Other 	<ul style="list-style-type: none"> • Third violation of Level II behavior • Physical assault/verbal threat directed to bus driver • Attempting to set fire to seat, hair, clothing, etc. • Possession and/or use of alcohol, drugs, or drug paraphernalia • Possession of weapon • Use of chemical substance with intent to do bodily harm • Unapproved use of emergency exits on bus • Other
<p>CONSEQUENCES – LEVEL I VIOLATIONS</p> <ul style="list-style-type: none"> • Written reprimand (maximum 1 warning) • Bus riding suspension (3 to 5 days) • Out-of-school suspension • Assigned seating 	<p>CONSEQUENCES – LEVEL II VIOLATIONS</p> <ul style="list-style-type: none"> • Bus riding suspension (minimum 5 school days) • Repeat occurrence of Level II violation (minimum 15 school days bus riding suspension) • Out-of-school suspension 	<p>CONSEQUENCES – LEVEL III VIOLATIONS</p> <ul style="list-style-type: none"> • Bus riding suspension (minimum 30-maximum 180 school days) • Out-of-school suspension • Action by the Board of Education (up to and including expulsion) • Appropriate legal action