The Board of Education of Pioneer Technology Center (“Pioneer”) adopts the following policy and procedures dealing with student behavior.

Pioneer Technology Center serves adult and secondary students. A behavior and discipline code is provided to inform students of the standards of conduct required and of the consequences of misconduct. School laws that prescribe procedures applicable to secondary students are, in many instances, not applicable to adult students.

- Reference to “parent” in this policy refers to a student’s parent or legal guardian.
- Reference to “administrator” means Program Administrator or the Pioneer staff member to whom the administration has delegated the responsibility for student discipline.
- Reference to the “Superintendent” refers to the Superintendent of Schools or the Superintendent’s designee.
- Removal or dismissal refers to taking a student out of a course or program for a short period, a long period, or permanently.

**General Expectations**

The Board of Education recognizes that students do not surrender any rights of citizenship while in attendance at Pioneer. The school is a community with rules and regulations. Those who enjoy the rights and privileges it provides must also accept the responsibilities that inclusion demands, including respect for and obedience to school rules and standards of conduct.

**Student Conduct**

The Pioneer Technology Center Board of Education believes that an important responsibility of any school system is to teach acceptable social conduct. We believe that such conduct may be taught by example and by providing appropriate incentives. The board also believes that reasonable standards of conduct must be established and that adherence to those standards must be insisted upon.

In accordance with the policy of the board of education, the following standards of conduct are established for the Pioneer Technology Center school system.

All students are expected to act as ladies and gentlemen with due consideration for the rights and needs of others. Individual language, grooming, dress, and conduct of good taste are essential qualities of successful employees. Therefore, only the best is expected of Pioneer Technology students.

For the purpose of this policy, a student is defined as any person regularly enrolled in a full-time educational program provided by, or approved by, the board of education and carried on in premises owned or controlled by the school district. Students in school buildings, on school grounds, using district property, or attending a district-sanctioned event shall not engage in any of the following:

1. Any conduct, the purpose of which is to obstruct, disrupt, or interfere with teaching, research, service, administrative or disciplinary functions, or any other activity sponsored or approved by the board of education.

2. Physical, emotional, or mental abuse of, or threat of harm to, any person on school owned or controlled property or at any school attended, sponsored, or supervised event or function.
3. Damage, or threat of damage, to property of the school, regardless of the location, or to property of a member of the community or a visitor to the school, when such property is located on school-owned, controlled, attended, or supervised premises.

4. Forceful or unauthorized entry into or upon, or occupation of, school district facilities including buildings and grounds.

5. Unlawful use, possession, distribution, sale, or trade of drugs, alcohol, or controlled substances, or any substance or material believed to be drugs, alcohol or controlled substances, or any substance which is capable of causing or producing mood alteration or behavioral changes.

6. Conduct or speech that violates commonly accepted standards of society within the community.

7. Failure to comply with the reasonable and lawful directions of school district officials or law enforcement officers, acting in the performance of their duties, or failure to identify themselves to such officials or officers when directed to do so.

8. Any conduct constituting a breach of any federal, state, or city law or ordinance or duly adopted policy of the board of education.

Any student violating policies or regulations may be subject to warning, reprimand, probation, or suspension, expulsion or dismissal in addition to any civil or criminal proceedings or prosecution.

Adult students enrolled in full-time educational programs may attend class with high school students. It is of paramount importance that each adult enrolled in day classes be an example for secondary students in all areas, including attendance, dress, language, attitudes, and class and laboratory efforts. Adults enrolled in classes with high school students should be a positive, motivational force in the school life of their high school classmates.

Adults are held to standards of conduct that are less than those for secondary students attending Pioneer. Educational opportunities available to adult students may be cut short or terminated in instances where an adult student’s conduct violates the approved standards or when a student, for other reasons, cannot fulfill program requirements essential to successful program completion.

Adult students do not have due process rights pursuant to Pioneer Technology Center policy. Pioneer Technology Center administration will consider the best interest of the student in violation of the policy, the other students impacted by the violating student and the educational climate of the school when making decisions regarding discipline, suspension or dismissal of an adult student. The disciplinary decision(s) is final and cannot be appealed.

Behavior and Discipline Code

The following behaviors at school, while in school vehicles or going to or from or attending school events will result in disciplinary action, which may include in-school placement options or out-of-school suspension (secondary students) or including the possibility of dismissal (adult students):
STUDENT CONDUCT, BEHAVIOR AND DISCIPLINE (Cont.)

1. Adjudication as a delinquent for an offense that is not a violent offense. For purposes of this section, “violent offense” shall include those offenses listed as the exceptions to the term “nonviolent offenses” as specified in Section 571 of Title 57 of the Oklahoma Statutes. “Violent offense” shall include the offense of assault with a dangerous weapon, but shall not include the offense of assault;
2. Arson;
3. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, religion, ancestry, national origin, disability, gender or sexual orientation by making or transmitting or causing or allowing to be transmitted, any telephonic, computerized or electronic message;
4. Attempting to incite or produce imminent violence directed against another person because of his or her race, color, religion, ancestry, national origin, disability, gender or sexual orientation by broadcasting, publishing or distributing or causing or allowing to be broadcast, published or distributed, any message or material;
5. Bullying; (see policy FNCD)
6. Cheating;
7. Conduct that threatens or jeopardizes the safety of others;
8. Cutting class, sleeping, or refusing to work in class;
9. Disruption of the education process or operation of the school;
10. Extortion;
11. Failure to attend assigned detention, alternative school or other disciplinary assignment without approval;
12. Failure to comply with state immunization requirements;
13. False reports or false calls;
14. Fighting;
15. Forgery;
16. Gambling;
17. Hazings (initiations) in connection with any school activity;
18. Inappropriate attire;
19. Inappropriate behavior or gestures;
20. Inappropriate public behavior;
21. Indecent exposure;
22. Intimidation or harassment because of race, color, religion, ancestry, national origin, disability, gender or sexual orientation, including but not limited to: (a) assault and battery; (b) damage, destruction, vandalism or defacing any real or personal property; or threatening, by word or act, the acts identified in (a) or (b);
23. Obscene language;
24. Physical or verbal abuse;
25. Plagiarism;
26. Possession or use of a caustic substance not related to course work;
27. Possession or distribution of obscene materials;
28. Possession, threat or use of a dangerous weapon, including firearms, and related instrumentalities (i.e., bullets, shells, gunpowder, pellets, etc.); (see policy FNCGA)
29. Possession, use, distribution, sale, conspiracy to sell or possess or being in the chain of sale or distribution, or being under the influence of alcoholic beverages, low-point beer as defined by Oklahoma law, (i.e., 3.2 beer) and/or controlled substances; (policies FO-R4, FNCE)
30. Possession or distribution of a controlled dangerous substance, as defined in the Uniform controlled Dangerous Substances Act; (see policy FNCE)
31. Possession of illegal and/or drug related paraphernalia;
32. Profanity;
STUDENT CONDUCT, BEHAVIOR AND DISCIPLINE (Cont.)

33. Sexual or other harassment of individuals, including, but not limited to, students, school employees, volunteers;
34. Theft;
35. Threatening behavior (whether involving written, verbal or physical actions);
36. Truancy;
37. Use or possession of tobacco products in any form; (secondary students) (see policy CKDA)
38. Use or possession of missing or stolen property if property is reasonably suspected to have been taken from a student, school employee, or the school;
39. Using racial, religious, ethnic, sexual, gender or disability-related epithets;
40. Use of the school’s technology resources (i.e., computers, electronic mail, internet, and similar resources) in a manner prohibited by policies and regulations, or in any manner not authorized by school officials or in violation of law;
41. Vandalism;
42. Violation of the Board of Education or school policies, rules or regulations;
43. Vulgarity;
44. Willful damage to school property;
45. Willful disobedience of a directive of any school official.

Students suspended or dismissed for a violent offense directed toward an instructor shall not be allowed to return to the instructor’s classroom without the instructor’s prior approval. Whether an offense is considered a violent offense, requiring an instructor’s approval as a condition of return to a particular classroom, shall be based on applicable provisions of the Oklahoma school law regarding student suspension and applicable criminal law distinguishing between violent and nonviolent offenses.

In addition, conduct occurring outside of the normal school day or off school property that has a direct and immediate negative effect on the discipline or educational process or effectiveness of the school, will also result in disciplinary action, which may include in-school placement options, out-of-school suspension, expulsion or dismissal.

The Pioneer Technology Center Board of Education believes that the school’s primary goal is to educate, not to discipline. However, education includes establishing norms of social behavior and assisting students in understanding and attaining those norms. Occasionally, corrective actions are necessary for the benefit of the individual and the school. The teacher in a public school has the same rights as a parent or guardian to control and discipline a child while the child is in attendance, in transit to or from the school, or participating in any authorized school function. Further, it is the policy of the district that students may be disciplined for any misconduct related to the programs or activities of the district. No teacher or administrator will administer formal discipline to his or her own child on behalf of the school except in cases of disruption in the classroom or common areas. Disciplinary matters concerning children of school employees will be handled by the appropriate principal or the superintendent or the superintendent's designee. The superintendent's child will be disciplined by someone other than the superintendent.

Each student shall be treated in a fair and equitable manner. Disciplinary action will be based on a careful assessment of the circumstances surrounding each infraction.

In administering discipline, consideration will be given to alternative methods of punishment to insure that the most effective discipline is administered in each case. In all disciplinary action, teachers and administrators will be mindful of the fact that they are dealing with individual personalities. The faculty may consider consultation with parents to determine the most effective disciplinary measure.
STUDENT CONDUCT, BEHAVIOR AND DISCIPLINE (Cont.)

In considering alternatives of corrective actions, the faculty/administration of the school district will consider those listed below. However, the school is not limited to these alternative methods, nor does this list reflect an order or sequence of events to follow in disciplinary actions. The board of education will rely upon the judgment and discretion of the administrator to determine the appropriate remedial or corrective action in each instance.

1. Conference with student
2. Conference with parents
3. In-school suspension
4. Detention
5. Referral to counselor
6. Behavioral contract
7. Changing student’s seat assignment or class assignment
8. Requiring a student to make financial restitution for damaged property
9. Requiring a student to clean or straighten items or facilities damaged by the student's behavior
10. Restriction of privileges
11. Involvement of local authorities
12. Referring student to appropriate social agency
13. Suspension
14. Other appropriate disciplinary action as required and as indicated by the circumstances which may include, but is not limited to, removal from eligibility to participate or attend extracurricular activities as well as removal from the privilege of attending or participating in the graduation ceremony, school dances, prom, prom activities, and/or class trips.

Parents, guardians, and students enrolled in this school district shall be notified at the beginning of each school year that this policy is in effect. A copy of this policy will be made available upon request to parents or guardians at any time during the school year.

Parents, guardians, and students residing in this school district are also advised by means of this policy statement and by the student handbook that students in this district shall have no reasonable expectation of privacy rights towards school officials, in school lockers, desks, or other school property. School personnel shall have access to school lockers, desks, and other school property at any time and no reason shall be necessary for such search. Student property may be searched with reasonable suspicion.

Teachers, parents, guardians, and students are invited and encouraged to participate in the formulation of disciplinary policies, rules, and regulations by suggesting to administrators appropriate means of discipline for specific infractions.

Dismissal of Students Because of Failure to Meet or Comply with Essential Program Requirements

Pioneer’s program offerings include those that incorporate requirements essential to successful completion of the program. An example is the clinical hours which are a part of and necessary for completion of many health care programs. When a student cannot complete essential program requirements the student may be dismissed from a program for a variety of reasons, including but not limited to conduct, behavior, or other inability to meet mandatory parts of the program.
STUDENT CONDUCT, BEHAVIOR AND DISCIPLINE (Cont.)

Adult Students Attending the Technology Center by Virtue of a Special Program

In some instances, adult students are participating in programs offered by Pioneer as a result of their eligibility established by terms of a federal or state program. In these instances the programs establish eligibility requirements as well as minimum standards which students must meet in order to remain a part of the program and recipient of program benefits. Student participation and dismissal of the student may be governed by the program criteria. Students have no property interest in these programs and, as a result, those who violate expectations related to attendance, participation, and otherwise fail to meet the obligations which accompany participation, may be removed from the program with notice to the student and the program director. Whether to allow the student to return to the program, and, if so, under what conditions, will be a joint decision of the designated school representatives and the designees for the federal or state program. The student’s dismissal shall include written notice to the program or project director of the student’s dismissal and the reasons for dismissal.

Immediate Removal of a Student

Whenever an alleged violation of the Student Conduct, Behavior and Discipline Code is reported to an administrator, he or she will ascertain whether the immediate removal of the student is required. This determination will be based on whether the student’s continued presence on campus would create, in the administrator’s judgment, a dangerous and/or disruptive situation with regard to the continued operation and management of the school system. If dismissal is found necessary, the administrator shall document the justification in a report and immediately forward it to the Superintendent, and also immediately contact the student.

In instances involving a student’s dismissal or removal from a program, Pioneer will utilize procedures that are fair and reasonable. The complete cooperation of students is encouraged to assure that all students have an opportunity to benefit from the educational opportunities available. Conduct which violates policies, rules and practices or which interferes with or disrupts learning must and will be addressed by school administration. Policy FOD-R, describes the procedure that will be used when it is necessary to remove a secondary student from a program. Removal may involve a short or long period or may involve a permanent removal.

Readmission

A dismissed student is eligible to be readmitted upon proper application for readmission. However, the administration may consider the student’s prior disciplinary and incident record in determining whether to grant a student’s request for readmission.

Notification of Policy

Copies of any procedural regulations and the Student Conduct, Behavior and Discipline Policy shall be distributed to all students annually, and students are responsible for compliance with the school’s behavior and conduct standards. Questions as to the interpretation of any part of the policy should be presented to the appropriate administrator.
STUDENT CONDUCT, BEHAVIOR AND DISCIPLINE (Cont.)

Administrative Actions

Administrative actions called for in this policy may be taken by the administrator designated by this policy or the Superintendent. An administrator, whether a program administrator, superintendent, or other administrator in charge, may appoint a designee to act in his/her place. With the exception of the Superintendent, designees must be approved by the Superintendent.

REFERENCE: 10 O.S. §7115
70 O.S. §6-114
70 O.S. §24-101.3

THIS POLICY REQUIRED BY LAW.