



Discipline Measures

There are three levels of disciplinary measures utilized by the school: 1) Warning, 2) Suspension, and 3) Expulsion. Each level has associated conduct breach definitions and corresponding disciplinary actions that may occur.

1. Warning

Students who receive warnings from the school will have a conference (via phone or in person) with their Caretaker(s) and teacher. Other school personnel, including the school administrator(s) may also attend. The incident will be formally documented in writing and will become part of the student's permanent record. The student will not have a disruption in schooling and will not be removed from the class (Connexus).

Warnings are issued when a student demonstrates a breach of expected conduct, but not as serious as those listed under the suspension and/or expulsion categories in this Supplement.

2. Suspension

When a student is suspended, he or she is temporarily removed from class (Connexus) or a school sponsored program or activity. The length of a suspension is determined by the school administrator (up to 10 days at a time). A suspension will be documented in writing and will become part of a student's permanent record.

During a period of suspension (as defined by the school principal), a student's permission to log on to and/or use parts of Connexus is restricted. Student access to WebMail, the message boards, online clubs/activities, and/or the entire EMS may be revoked. In such cases where the student's access is completely revoked, the Learning Coach is responsible for logging on to Connexus and obtaining the student's assignments, responding to WebMail, and recording assessment responses for the student. The student should continue with his or her schoolwork during a suspension.

Violations that may lead to suspension include, but are not limited to, the following breaches of conduct:

Cheating on tests or daily work: A student who knowingly participates in copying, using another's work, and representing it as his or her own (for example, students transmitting their work electronically for another student's use), or who provides other students with test answers, answer keys, or otherwise uses unauthorized materials in an assignment or assessment situation.

- *Plagiarism:* A student's use of another person's words, products, or ideas without proper acknowledgement of the original work with the intention of passing it off as his or her own. Plagiarism may occur deliberately (with the intention to deceive) or accidentally (due to poor referencing). It includes copying material from a book, copying-and-pasting information from the Internet, and getting family or friends to help with coursework.
- *Unexcused absence:* An unexcused absence is the absence of a student due to truancy, illegal employment or educational neglect.
- *Abusive conduct:* A student who uses abusive language or engages in abusive conduct in the presence of others either in person or electronically/virtually. A student who commits a battery which results in the bodily injury of an employee, student or Learning Coach of the Nevada Connections Academy or who sells or distributes any controlled substance while at the school site or at any activity sponsored by the school will be suspended or expelled as required under NRS 392.466.
- *Bullying:* A student who repeatedly engages in bullying or cyberbullying.
- *Harassment:* A student who demonstrates verbal, written, graphic, or physical conduct relating to an individual's sex, sexual orientation, race, color, national origin, age, religious beliefs, ethnic background, or disability that is sufficiently severe, pervasive, or persistent so as to interfere with or limit the ability of an individual to participate in or benefit from the school's programs that: 1) has the purpose or effect of creating an intimidating or hostile environment, 2) unreasonably interferes with an individual's educational performance, or 3) otherwise adversely affects an individual's educational opportunities.
- *Vandalism:* A Student who intentionally damages or destroys school property or records (physical or electronic). In these instances the school reserves the right to contact the proper law enforcement agency(ies).
- *Theft and robbery:* A student who takes money or other property (physical or electronic) with the intent to deprive another person or the school of that property. The threat or the use of force or violence is considered a serious breach of conduct. In these instances the school reserves the right to contact the proper law enforcement agency.

- *Sexual harassment:* A student who subjects another to any unwelcome sexual advances including verbal harassment, unwelcome or inappropriate touching, or suggestions, requests, or demands for sexual favors.
- *Violation of acceptable use policy:* Students who violate the acceptable use policy in one form or another are open to disciplinary action including suspension. This would include signing on as Caretakers.
- *Repeated violation of any disciplinary issues.*
- *Violation of NCA's immunization policy:* All students shall be immunized against certain diseases in accordance with NRS 392.435 unless specifically exempt for religious or medical reasons. A child can be enrolled conditionally for up to 90 days if the Caretaker can provide certification from a physician or local health official showing that the child is receiving the required immunizations. During this time the student will not be able to participate in any community based school related activities. If a certificate showing proof of the required immunizations is not received within 90 days from the date of enrollment after the child was conditionally enrolled, the child will be suspended from Nevada Connections Academy's on-line program for 10 school days and will not be provided access to the system until proof of immunizations is received. If proof is not received within the 10 day time frame, the student will be withdrawn and not be eligible for re-admittance until all immunizations are up to date. The school will review immunization records annually and notify families if the child's immunizations are lacking.

In accordance with the State Health Officer and Nevada Requirements for school age children, Nevada Connections Academy requires the following immunizations:

- **DTP, DT, Dtap, or Tdap:** Primary series (given between 2 months to 6 years of age) plus Tdap booster upon entry to 7th grade OR primary series plus 10 year Tdap booster for older students.
- **Polio:** Primary series with proof of 4th dose given after a child's 4th birthday.
- **MMR:** Primary series of 2 shots
- **Hepatitis A:** Series of 2 shots given to any student new to Nevada schools after 7/1/2002.
- **Hepatitis B:** Series of 3 shots given to any student new to Nevada schools after 7/1/2002.
- **Varicella (Chickenpox):** Beginning with the 2011-2012 school year, all students new to Nevada Connections Academy will be required to have 2 doses of the Varicella vaccine.

Please also refer to [Immunization chart](#) at: www.connectionsacademy.com/nevada-school/enrollment/eligibility.

3. Expulsion

When a student is expelled, he or she is separated from the school for an extended period of time, or permanently, for disciplinary reasons. An expulsion will be documented in writing and will become part of a student's permanent record.

Violations that may lead to expulsion include, but are not limited to, any behavior that indicates that a student is a serious threat to the safety of others, possession of firearms, dangerous weapons, bombs, or explosives, criminal behavior, arson, under the influence of or possession of, or sale of controlled substances or paraphernalia. Suspensions or expulsions for children designated as exceptional follow all appropriate state and federal policies, regulations, and laws.

For those students with disabilities under the Individuals with Disabilities Education Act (IDEA) and the Rehabilitation Act of 1973, the disciplinary procedures required by the IDEA will be followed. In the event a student has disabilities under both Section 504 and the IDEA, both policies shall be followed in determining appropriate disciplinary actions.

Due Process for Students

The following actions will be conducted by the school, per each of the disciplinary measures as outlined below:

Suspension (no more than 10 days)

In accordance with Nevada law, unless a student poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process or is selling or distributing any controlled substance or is found in possession of a dangerous weapon, no student will be suspended or expelled until he or she has been given notice of the charges against him or her, an explanation of the evidence and an opportunity for a hearing.

An informal hearing will be convened with the student, Caretaker, School Leader, and other staff members as appropriate. The School Leader will inform the student and Caretaker of the allegations and an explanation of the evidence that supports the allegations. The student will be provided with an opportunity to present his or her version of the occurrence. If the School Leader determines that the incident(s) justifies suspension, written notice will be provided to the student

and his/her Caretaker. The student will be provided all due process as required by law.

Suspension of an additional 10 days, or an Expulsion

Prior to a student progressing to the point where a formal hearing takes place, the principal will request a meeting with a Nevada Connections Academy discipline committee to review the situation and circumstances that led to issues at this level. The student and Caretakers may also be included in this process as deemed appropriate by the committee and principal. If this intervention does not resolve the issue or if it is the recommendation of this committee to move forward, the school principal will initiate the next step in the process.

Formal Expulsion Hearing

In accordance with Nevada law, unless a student poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process or is selling or distributing any controlled substance or is found in possession of a dangerous weapon, no student will be suspended or expelled until he or she has been given notice of the charges against him or her, an explanation of the evidence and an opportunity for a hearing.

However, if the school principal determines that a student's conduct may warrant expulsion, the school principal will provide written notice to the Caretaker of the student of his/her determination and the student's right to a hearing. Such notice shall include (1) date, time and location of hearing; (2) description of the incident(s) that is the subject of the hearing; (3) notice that the student and/or Caretaker have a right to review the student's school records prior to the hearing; (4) description of the hearing process and explanation of the consequences of an expulsion. At this hearing, the allegations and supporting evidence will be reviewed. The student shall have the right to present his or her version of the incident(s), call witnesses, cross-examine witnesses and be represented by counsel. The school principal will make a recommendation to the Board of Directors regarding long-term suspension, expulsion or an alternative, and the Board, through the school principal, will provide notification to the student and Caretaker of the Board's decision and discipline determination. The decision of the Board is final.